

## Business Warehouse (Reporting)

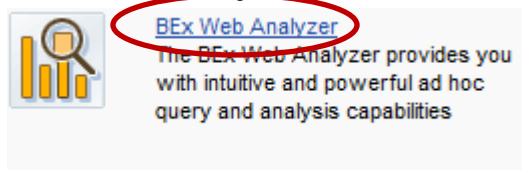
### Accessing Business Warehouse

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1. Log in to <https://myнку.nku.edu>
2. Click the **Business Explorer** tab



3. Click the **BEx Web Analyzer** link



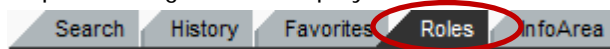
### Launching a report

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1. Click **New**



2. The "Open" dialog box will display. Click the **Roles** tab.



*A list of folders will display. This list is determined by user security within Business Warehouse.*

3. Place your mouse over the title of the folder you're interested in opening and single-click.



4. Single-click on the title of the report you wish to launch, then click OK.

