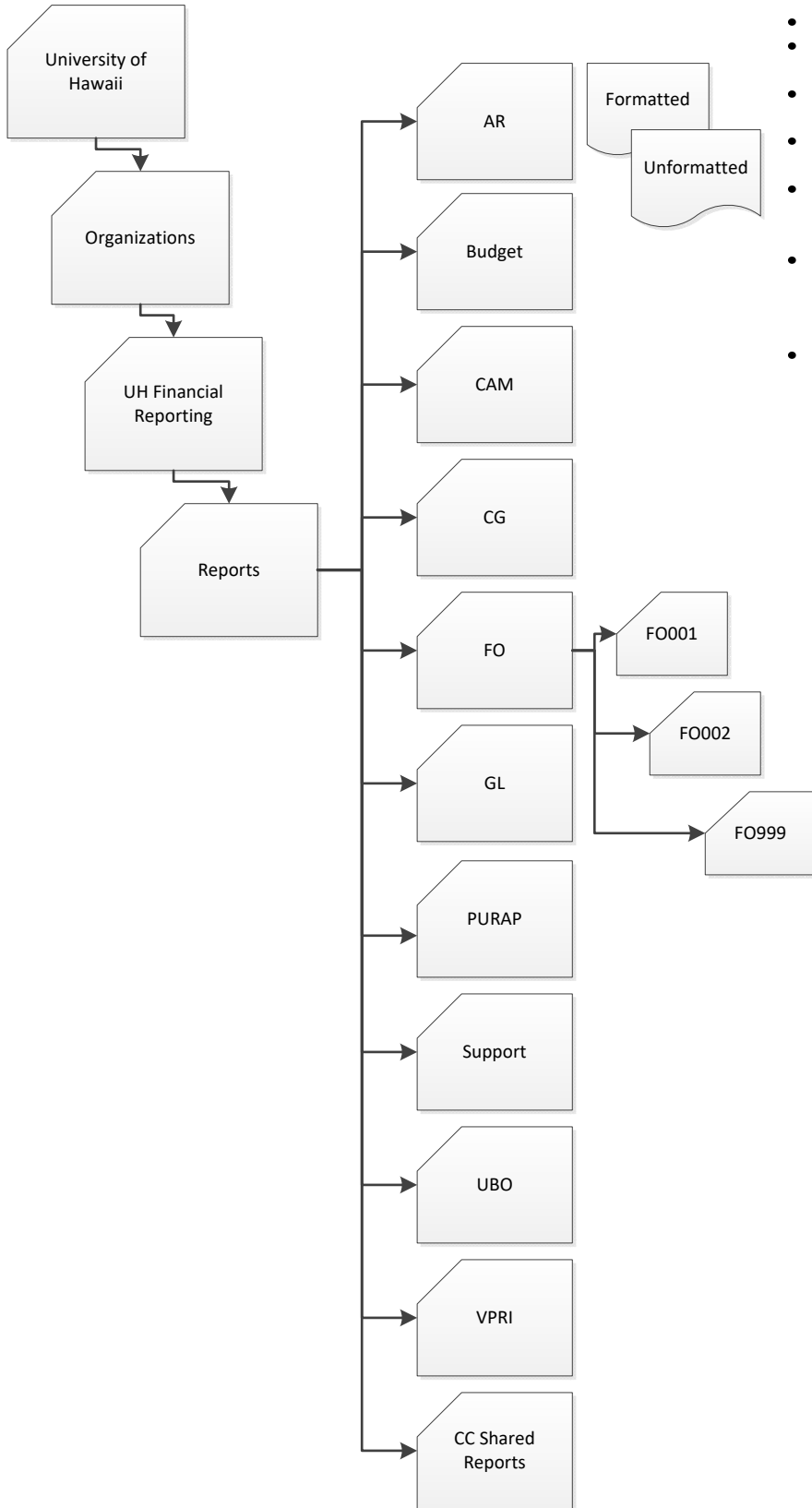


Jaspersoft Reports Server – UH Financial Reporting organization



- Global Ad Hoc Views will be created in the GL, PURAP, AR, CG folders.
- All users will have read/view access to these folders and can run an ad hoc view.
- Users will be given read/write access to the specified FOnnn folders. They will be able to save a global ad hoc view in the FOnnn folder.
- Superusers will be given read/write access to the GL, PURAP, AR, CG folders.
- Folders will contain formatted (pdf) versions of the reports which will be on demand versions of the reports in PCX and unformatted versions that have the data without the page headers and totals.
- Additional central office and/or campus level folders may be created for group level sharing (e.g., UBO, VPRI, CC Shared Reports). These folders would provide read/write access to select individuals and read/view access for select users/groups.
- A Support folder will be available for any Financials user to read/write in. This can be used for sharing across groups.