

Access UT System Data Visualizations on Your Tablet Device

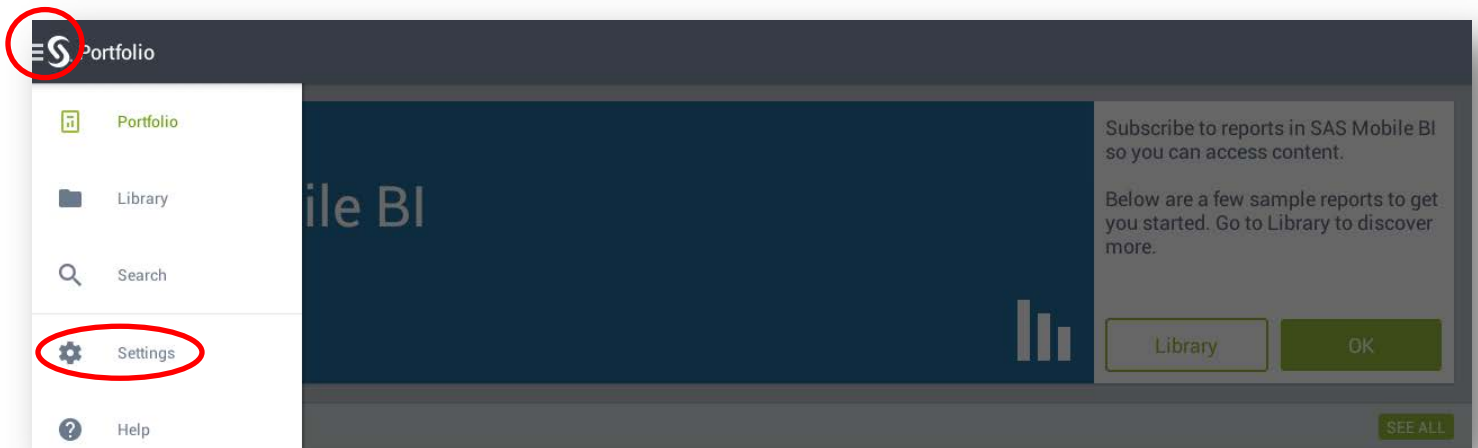
Step 1: Download the SAS Mobile BI application from Google Play on your tablet

- 1) [Click here](#) to install the SAS® Mobile BI app, the third-party application that allows you to connect to UT System data.
- 2) When you first open the app, there is an introductory video from SAS that you may choose to watch.

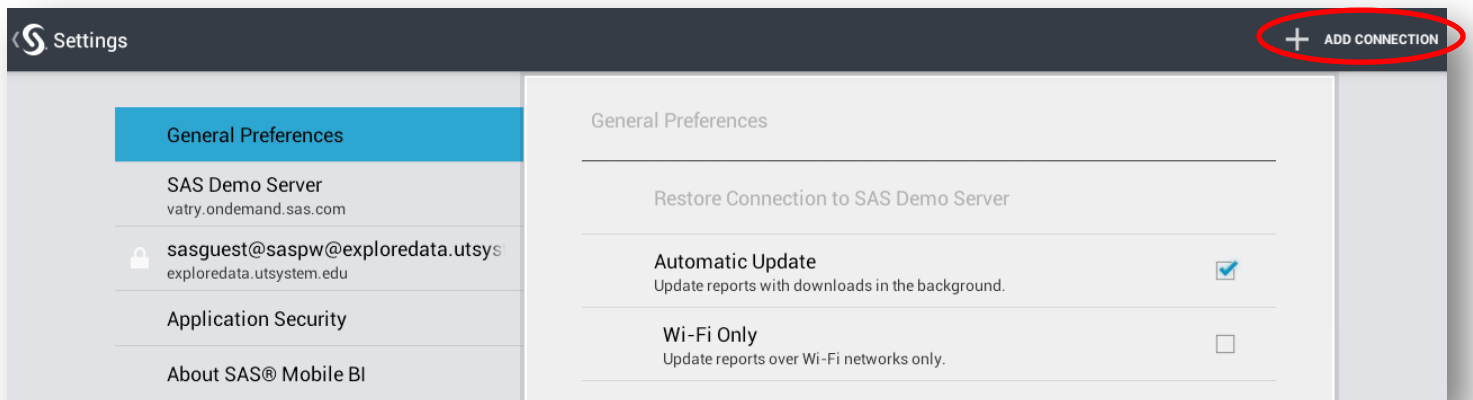
****When you enter the app, there will be example reports available. These are not UT System reports. You must connect to the UT System server in order to download UT System reports****

Step 2: Connect to the UT System server

- 3) Tap the <Menu> icon located at the top left of your screen.
- 4) Select <Settings>.



- 5) Tap <Add Connection> at the top right of your screen.



6) Enter SERVER information and then press <Next>:

Server (**case-sensitive**): exploredata.utsystem.edu
Port: 443
Check the box for Secure Connection

The screenshot shows the 'Add Connection' dialog box with the 'SERVER' section. The 'Server' field contains 'exploredata.utsystem.edu' and the 'Port' field contains '443'. The 'Secure Connection' checkbox is checked. At the bottom right, there are 'Cancel' and 'Next' buttons.

7) Enter AUTHENTICATION information and then tap <Next>.

User ID: sasguest@saspw
Password: welcome
Description: *You can put whatever descriptor you would like in this field*

The screenshot shows the 'Add Connection' dialog box with the 'AUTHENTICATION' section. The 'User ID' field contains 'sasguest@saspw', the 'Password' field contains '*****', and the 'Description' field contains 'sasguest@saspw@exploredata.utsystem.edu'. At the bottom right, there are 'Cancel' and 'Next' buttons.

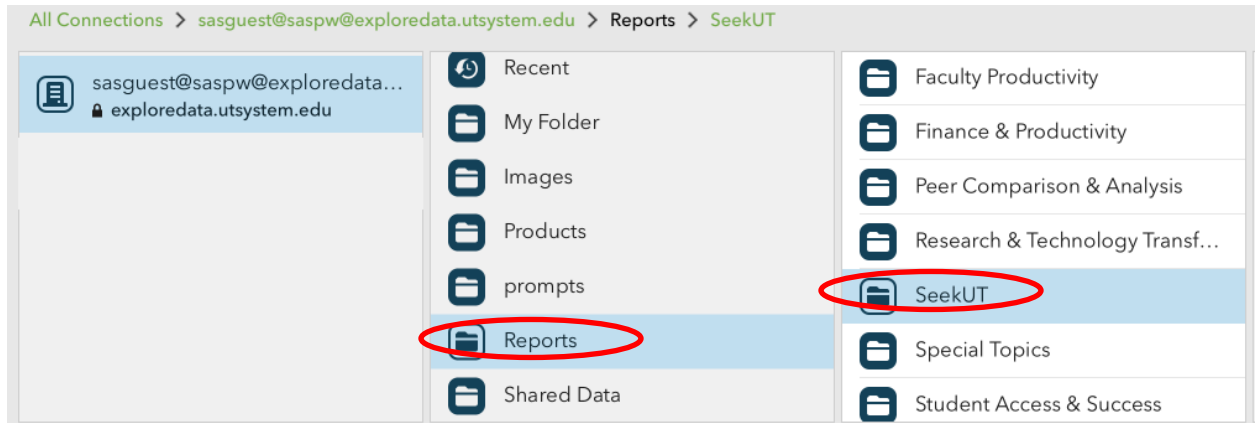
8) Success message.

The screenshot shows a 'Log On Successful' message. The text reads: 'The connection to your organization's SAS server is verified. To manage your connections, tap Settings in the navigation drawer.'

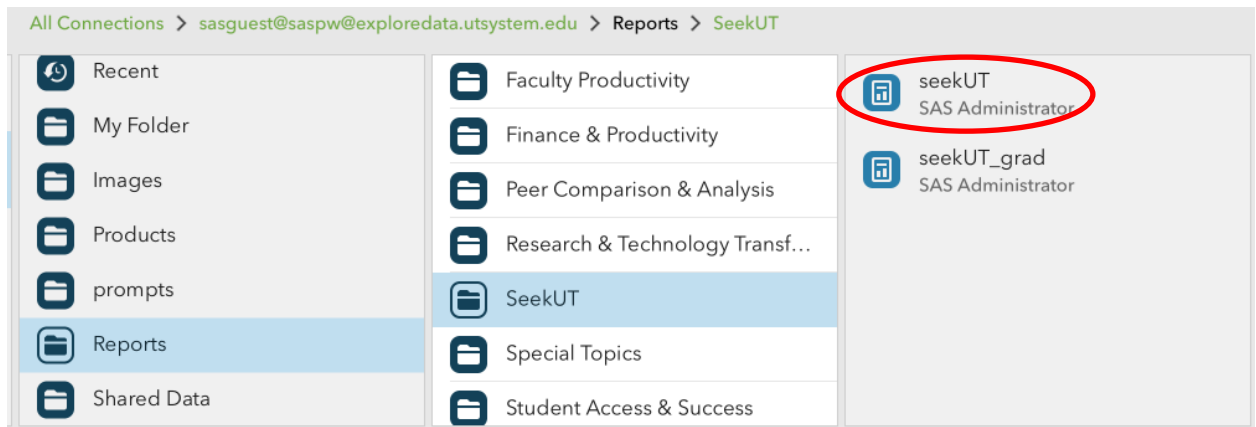
Step 3: Accessing Reports

9) Open menu. Tap the <Library> icon.

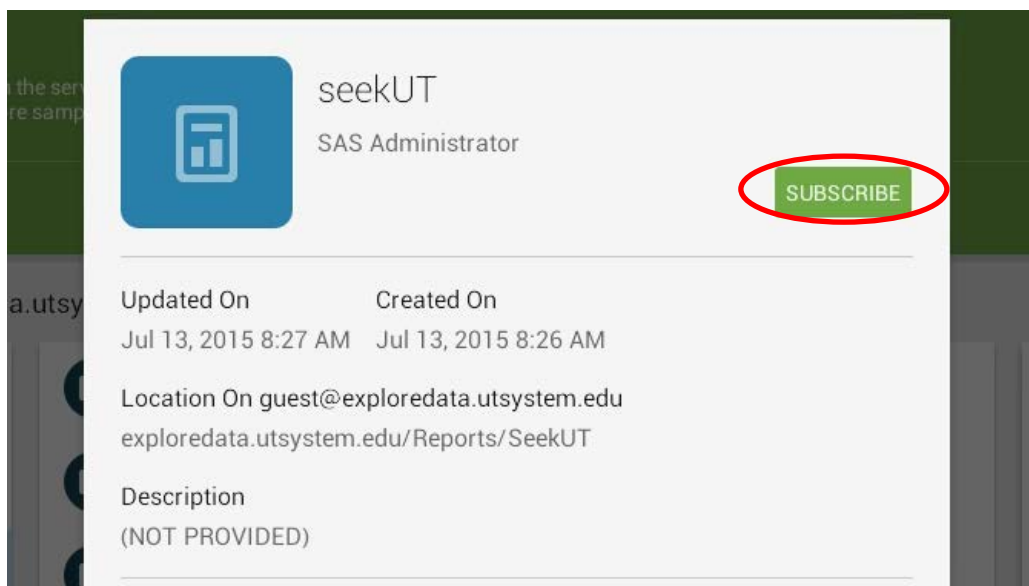
10) In the Library, select the <exploredata> connection. Select <Reports> from the options that appear. Select a subfolder topic.



11) The available reports for the topic will be listed. Select a report.

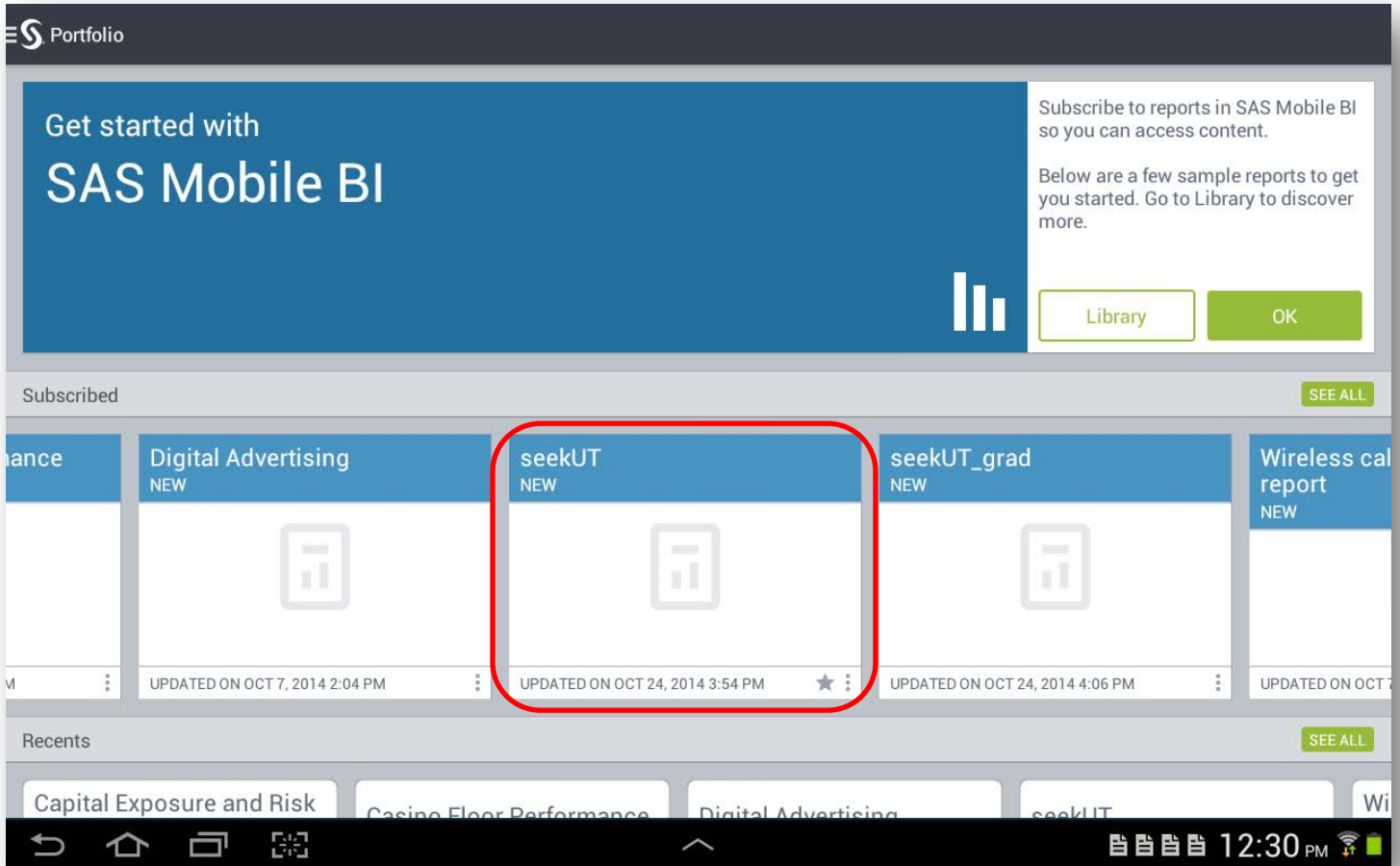


12) A pop-up will appear. You must press the Subscribe button. Subscribing to a report downloads it to your device, ensuring that it is available even when you are offline.



13) To view the seekUT report that you have subscribed to, open <Menu> and select the <Portfolio> button.

14) In <Portfolio> you can access the reports you have subscribed to by tapping on the report icon one time.



You will be notified in <Portfolio> when a report has been updated and changes are available for download. Use <Portfolio> to access reports that you have subscribed to and to download updates. Use <Library> to look for new reports.