

Access UT System Data Visualizations on Your Tablet Device

Step 1: Download the SAS Mobile BI application from the Apple App store on your iPad

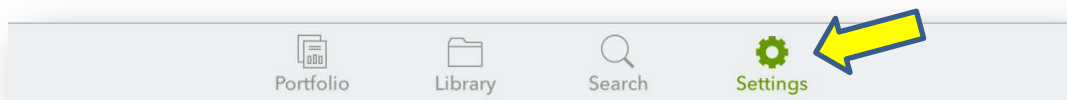
[Note: the SAS Mobile BI app for Android 4.X devices is now available at Google play.](#)

- 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.

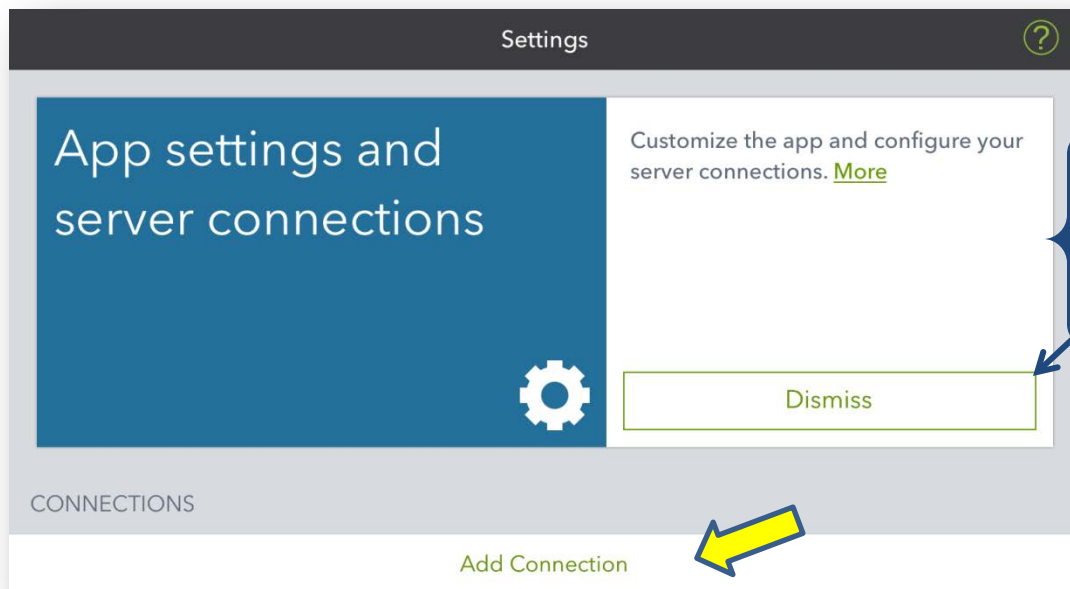
****When you enter the app, there will be example reports available. These are not UT System reports. You must connect to the UT System server in order to download UT System reports****

Step 2: Connect to the UT System server

- 3) Tap the <Settings> icon located at the bottom of your screen.

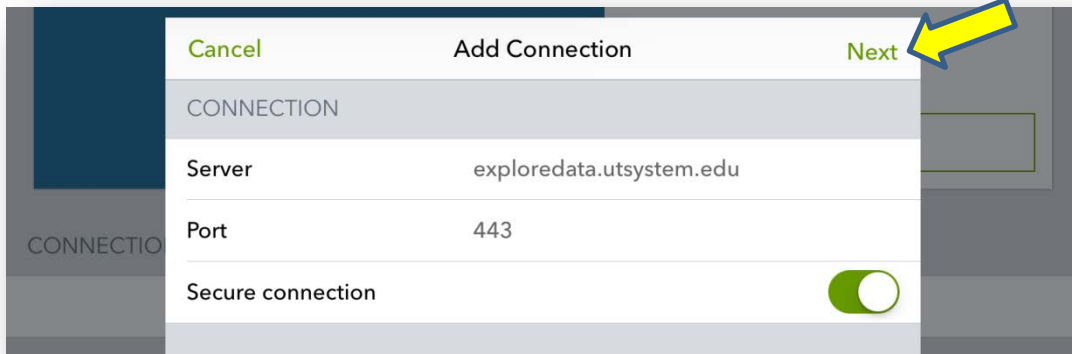


- 4) Tap <Add Connection> in the middle of your screen.



5) Enter CONNECTION information and then press <Next>:

Server (**case-sensitive**): exploredata.utsystem.edu
Port: 443
Secure connection should be ON

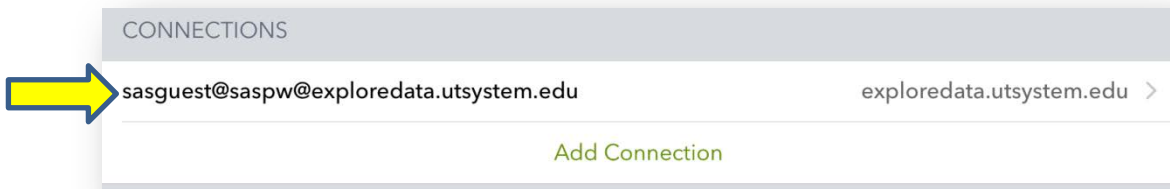


6) Enter AUTHENTICATION information and then tap <Next>.

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



7) exploredata should now show up in your CONNECTIONS list

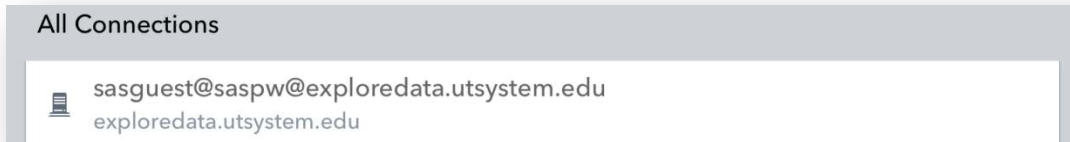


Step 3: Accessing Reports

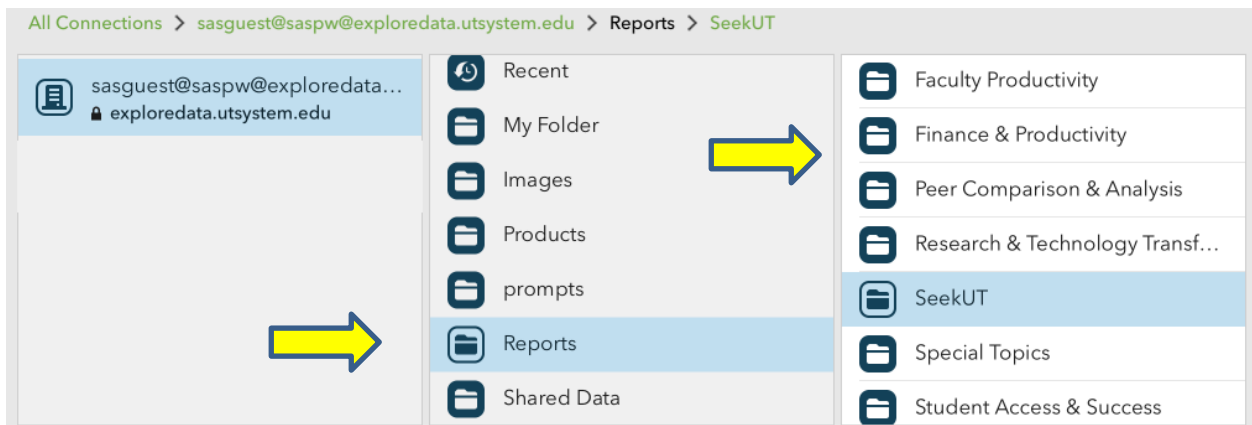
8) Tap the <Library> icon located at the bottom of your screen.



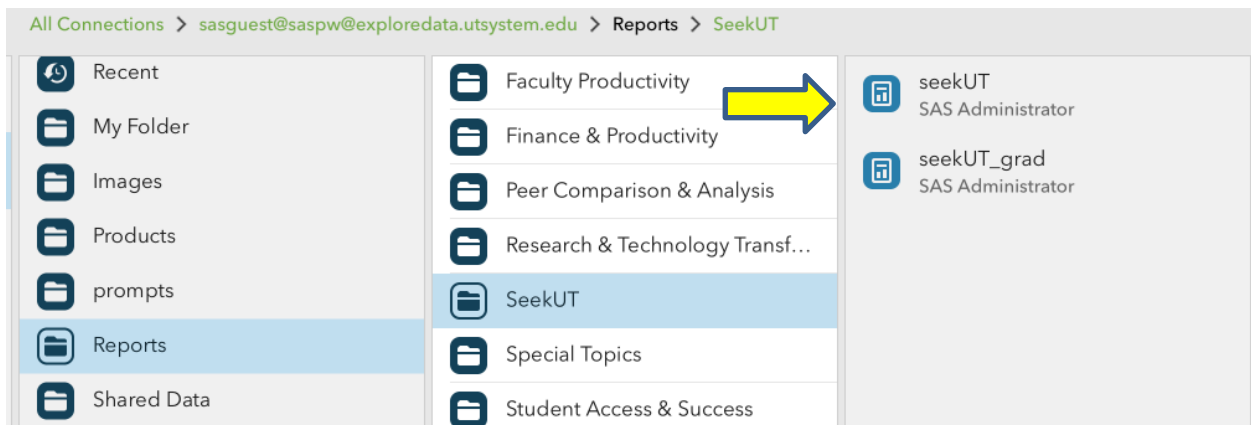
9) In the Library, select the <exploredata> connection.



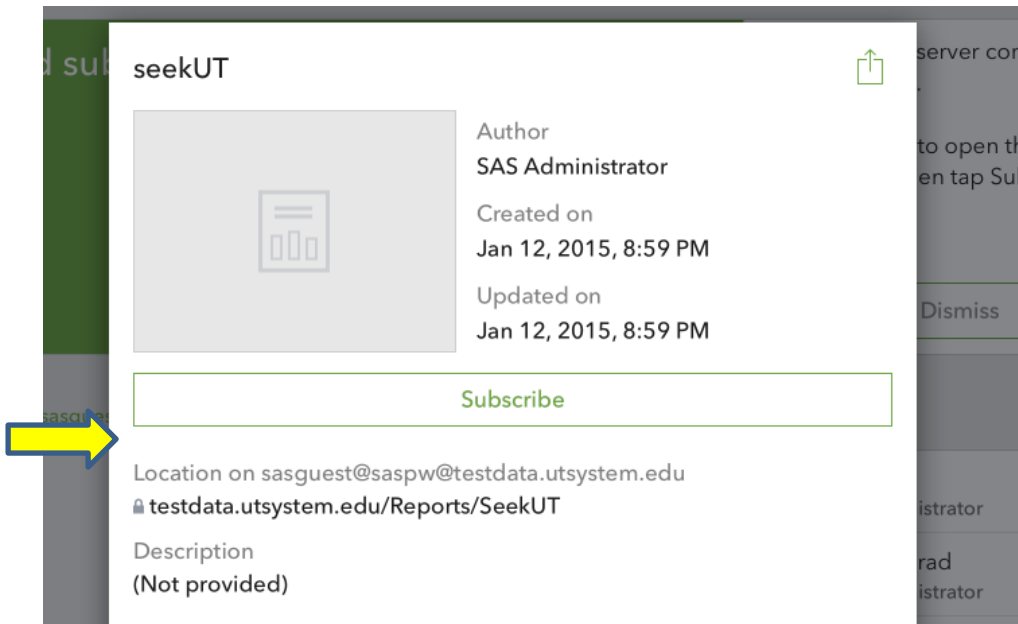
10) Select <Reports> from the options that appear. Select a subfolder topic.



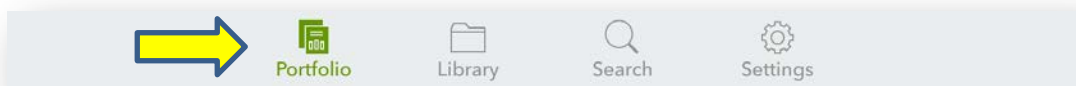
11) The available reports for the topic will be listed. Select a report.



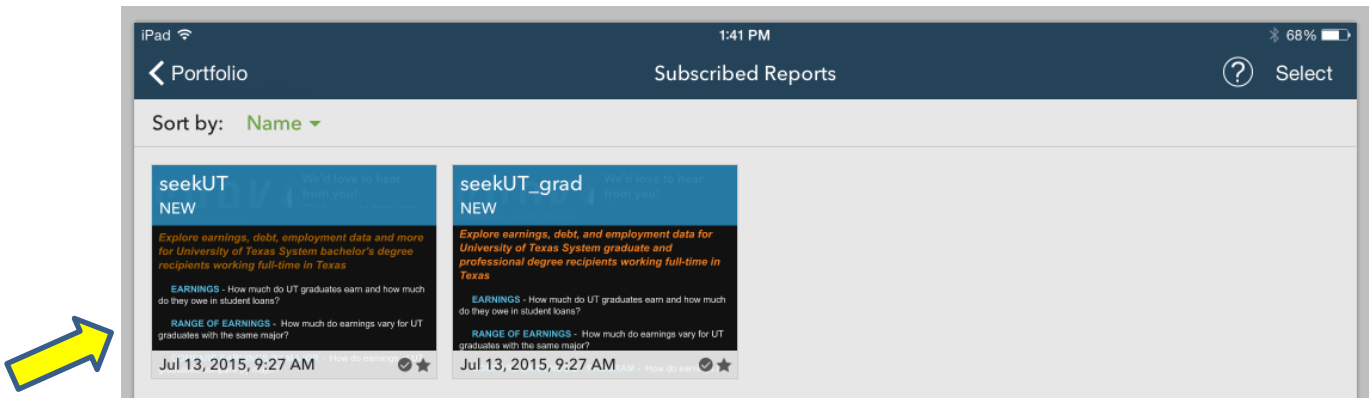
12) A pop-up will appear. You must press the Subscribe button. Subscribing to a report downloads it to your device, ensuring that it is available even when you are offline.



13) To view the seekUT report that you have subscribed to, tap the <Portfolio> button at the bottom of your screen.



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.