

BW - Report User

Purpose/Definition

Within Business Warehouse (BW), the Report User role is responsible for executing and navigating within BW queries. BW query navigation includes “drill downs” to more detail as well as standard BW functionality for customizing the fields displayed within the report.

Mapping Guidance

There are no mapping constraints for this role.

Mapping Rules

Positions that receive this role CANNOT be mapped with following role(s):

- None

Positions that receive this role MUST be mapped with following role(s):

- None

Responsibilities

- Execute Business Warehouse queries.
- Navigate within Business Warehouse queries.

Tools

- Internet Portal
- SAP Business Suite

Knowledge and Skills

The following knowledge and skills are required prior to SAP End User Training:

- Read and write English sufficiently to complete the SAP Transactions.
- Use a PC or MAC and its operating system and browser to access a website on the Hopkins intranet.

Knowledge of:

- SAP Terminology
- Web Browsers

Required knowledge and skills can be obtained from established training programs in JHU and JHHS.

NOTE: The HopkinsOne Project will provide SAP End User Training that includes training on:

- How to perform SAP transactions.
- How SAP transactions relate to the business process.
- How SAP transactions relate to the system as a whole.