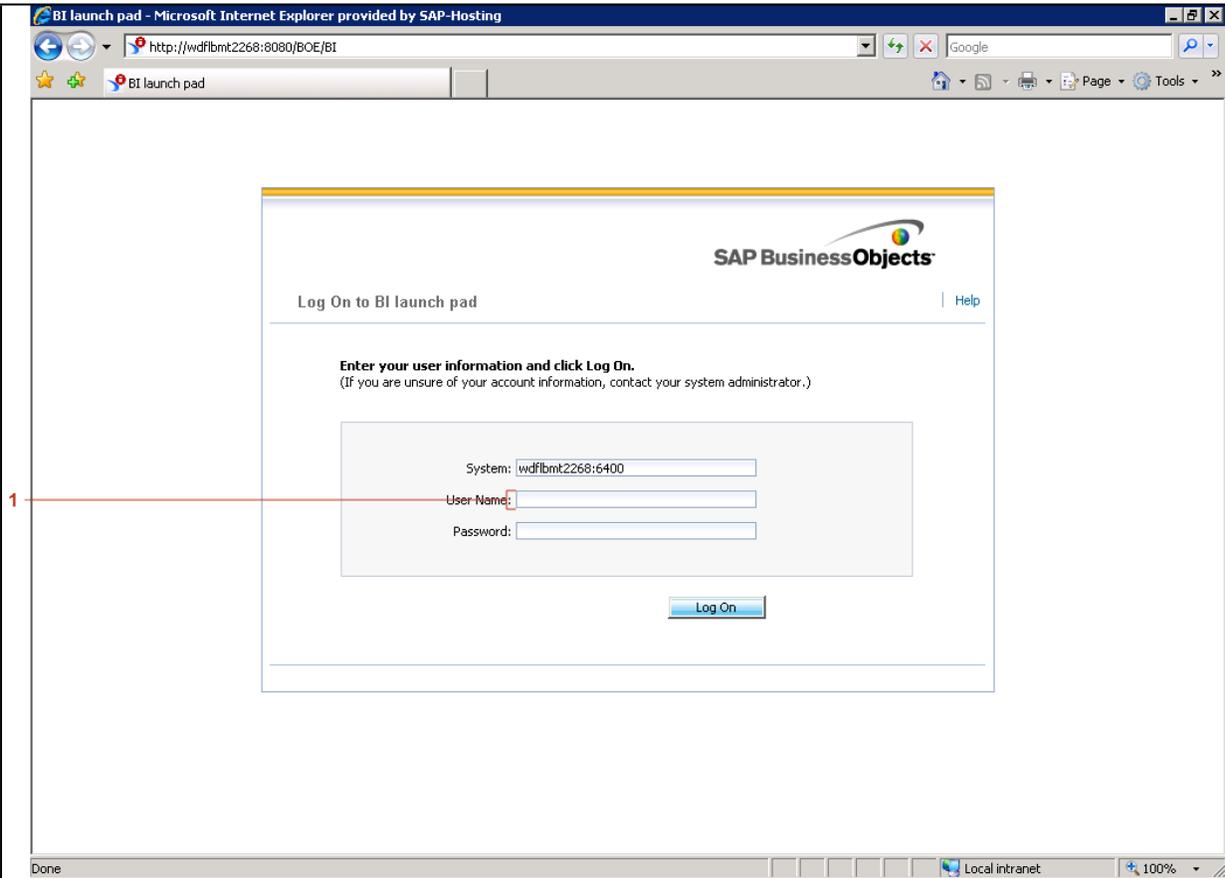


## Procedure

### BI launch pad



1. As required, complete/review the following fields:

Field	Description
User Name:	<b>Example:</b> user



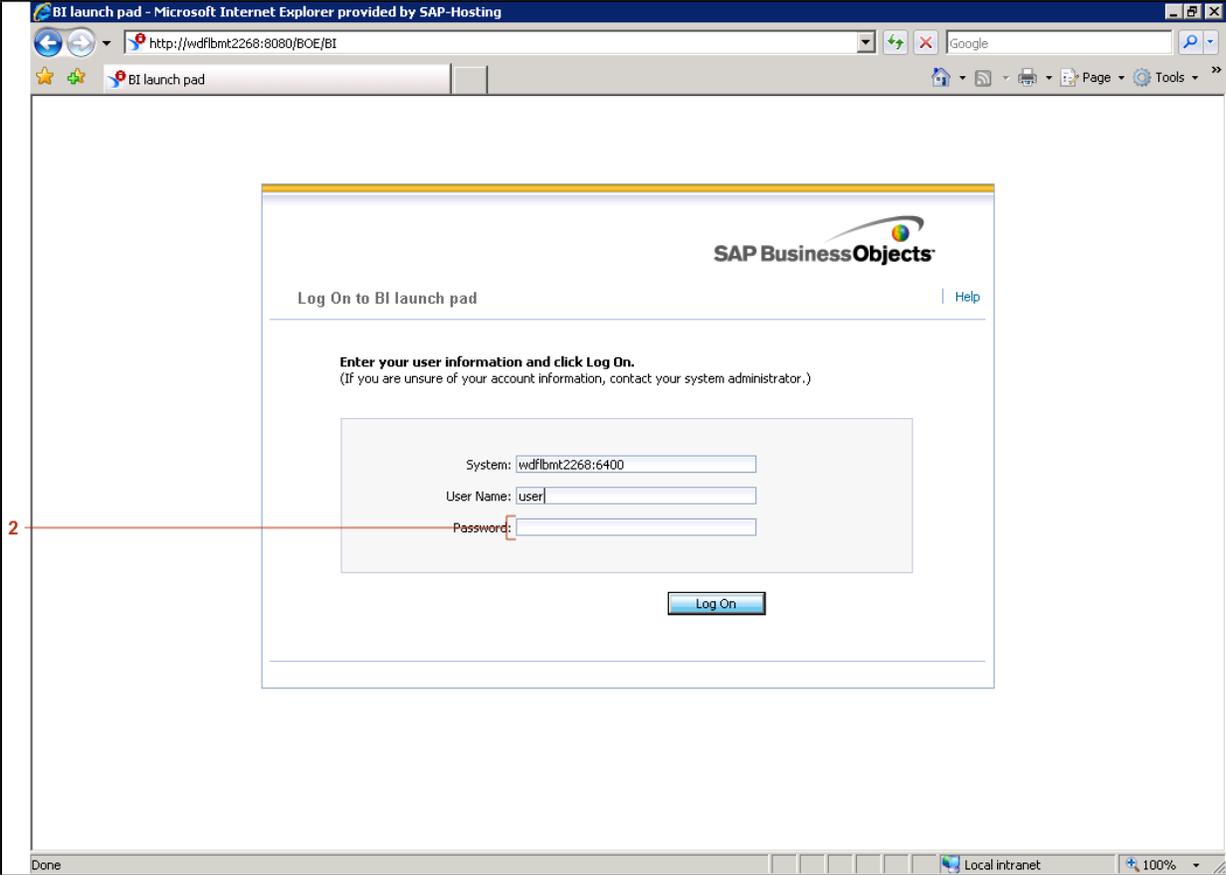
Log on to BI launch pad and define the viewing options to display your Public Folders when BI launch pad is opened.

Perform the following steps:

- Enter your username and password. Log on with the following credentials:  
User name: user  
Password: password
- Select Preferences on the header panel.
- Set the BI launch pad start page. Select the Home Tab option.
- Select the Sales by Customer and Product document.

# Evaluation: Set Up BI Launch Pad

BI launch pad - Microsoft Internet Explorer provided by SAP-Hosting

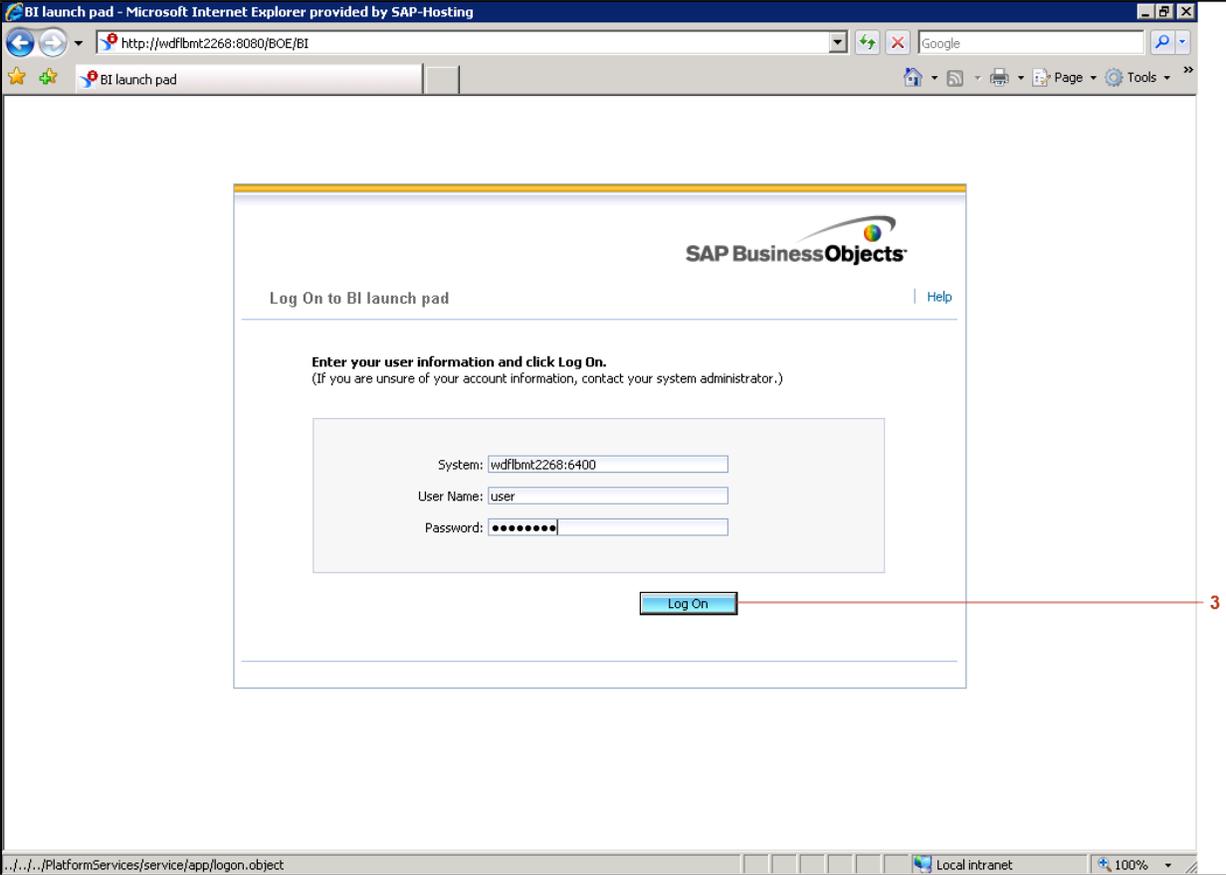


2. As required, complete/review the following fields:

Field	Description
Password:	<b>Example:</b> password

# Evaluation: Set Up BI Launch Pad

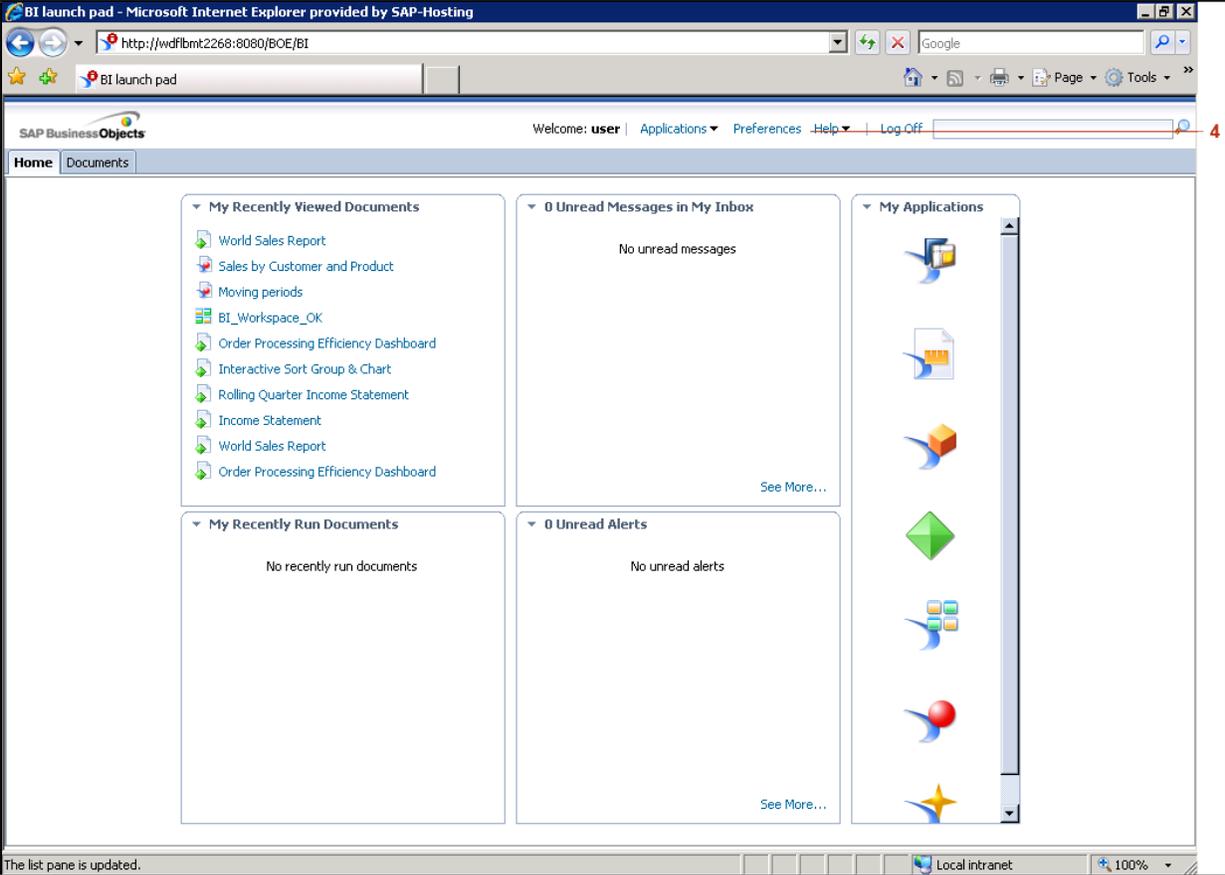
## BI launch pad - Microsoft Internet Explorer provided by SAP-Hosting



3. Click **Log On**.

# Evaluation: Set Up BI Launch Pad

## BI launch pad - Microsoft Internet Explorer provided by SAP-Hosting

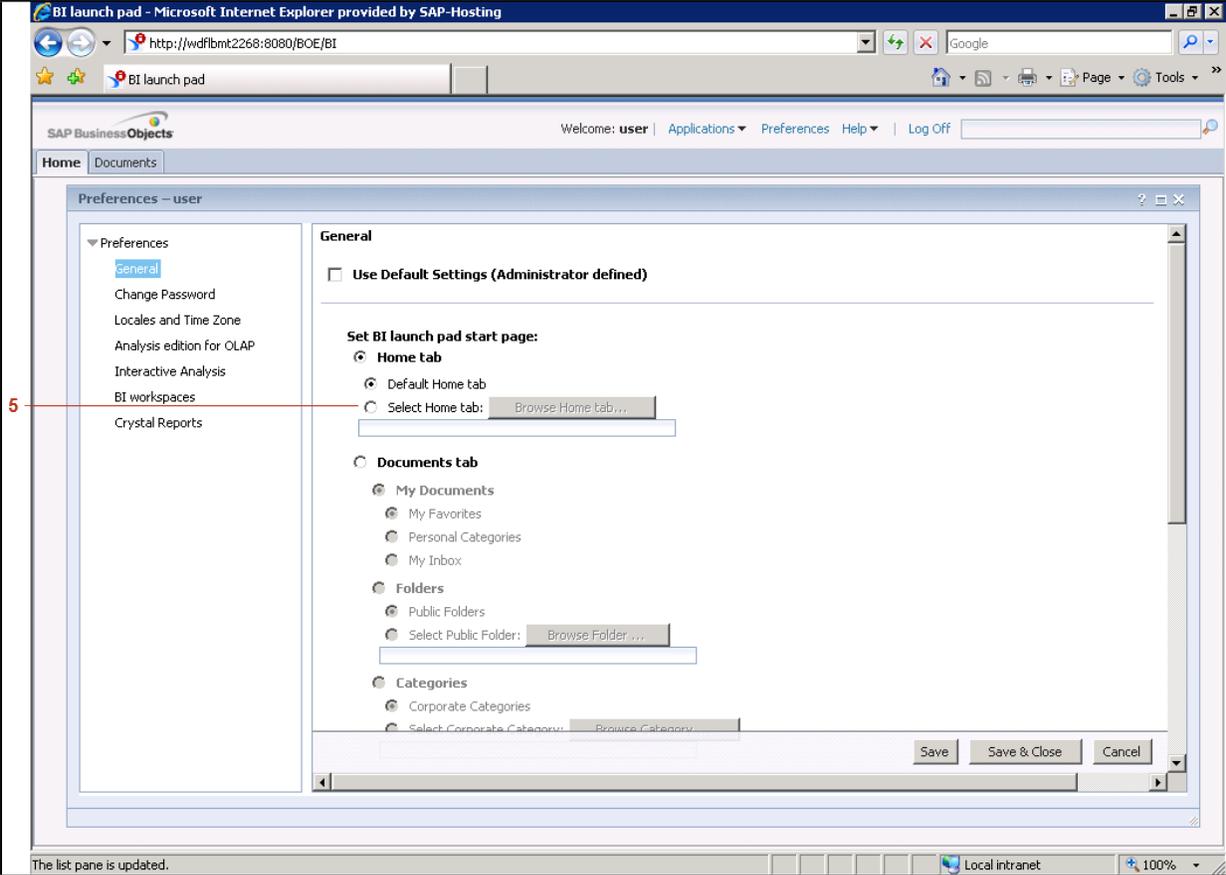


### 4. Click **Preferences**.

 Start by selecting Preferences on the header panel.

# Evaluation: Set Up BI Launch Pad

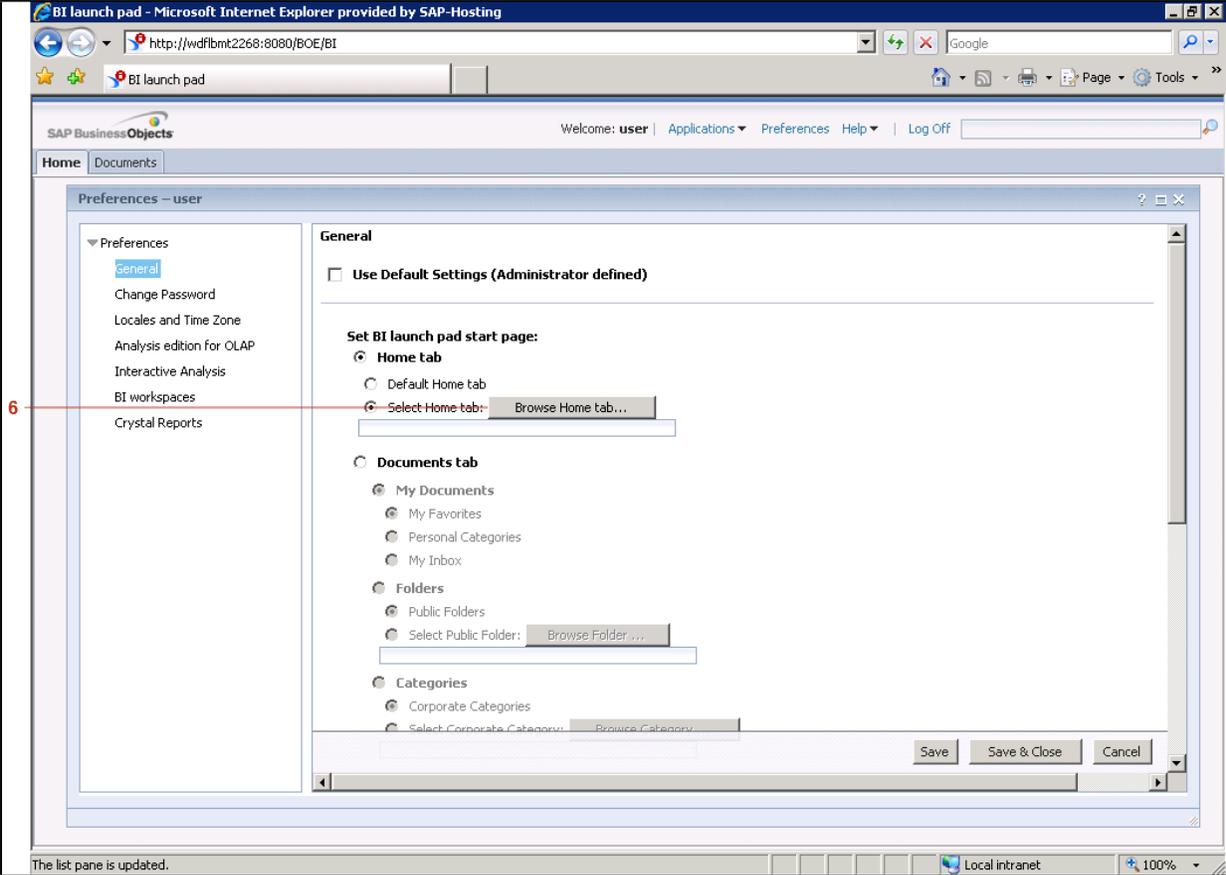
## BI launch pad - Microsoft Internet Explorer provided by SAP-Hosting



5. Click **Select Home tab**.

# Evaluation: Set Up BI Launch Pad

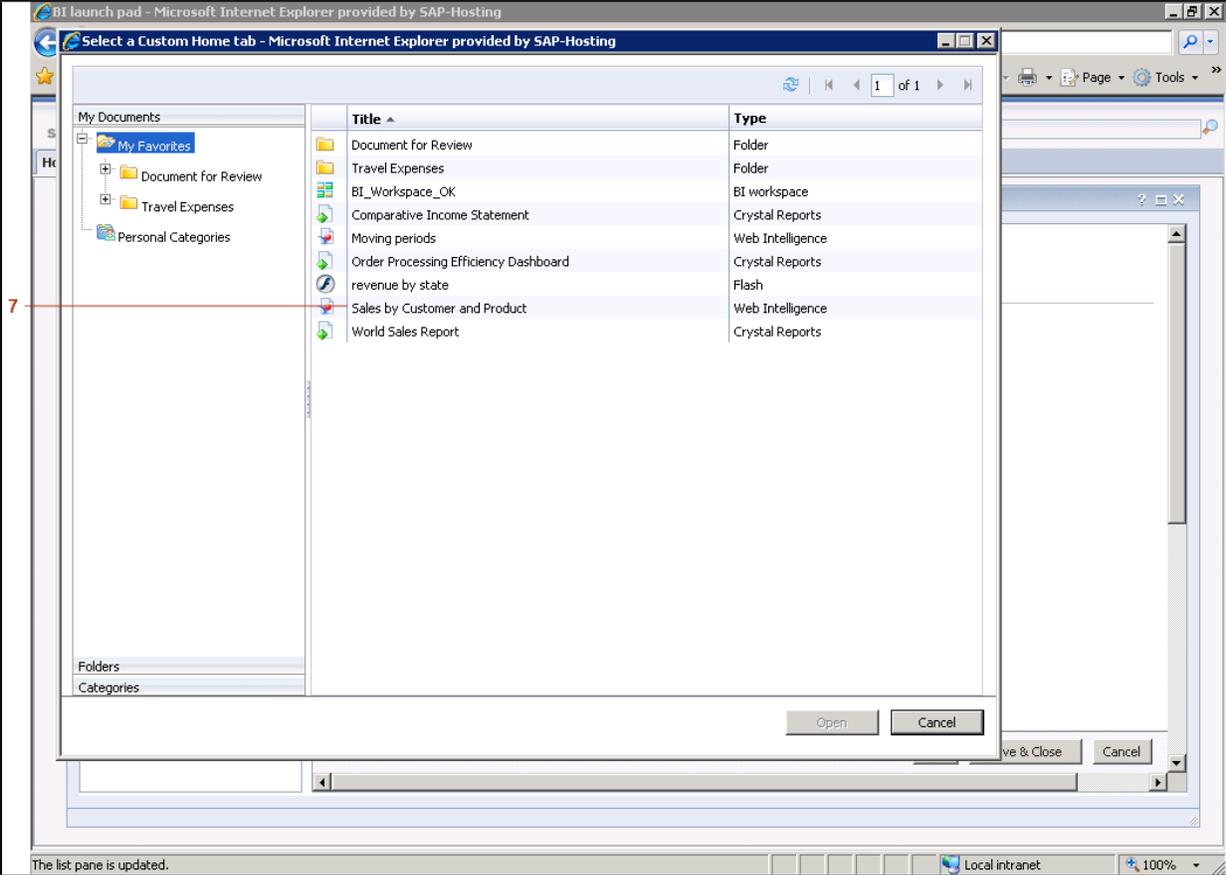
## BI launch pad - Microsoft Internet Explorer provided by SAP-Hosting



6. Click **Browse Home tab...**

# Evaluation: Set Up BI Launch Pad

Select a Custom Home tab - Microsoft Internet Explorer provided by SAP-Hosting



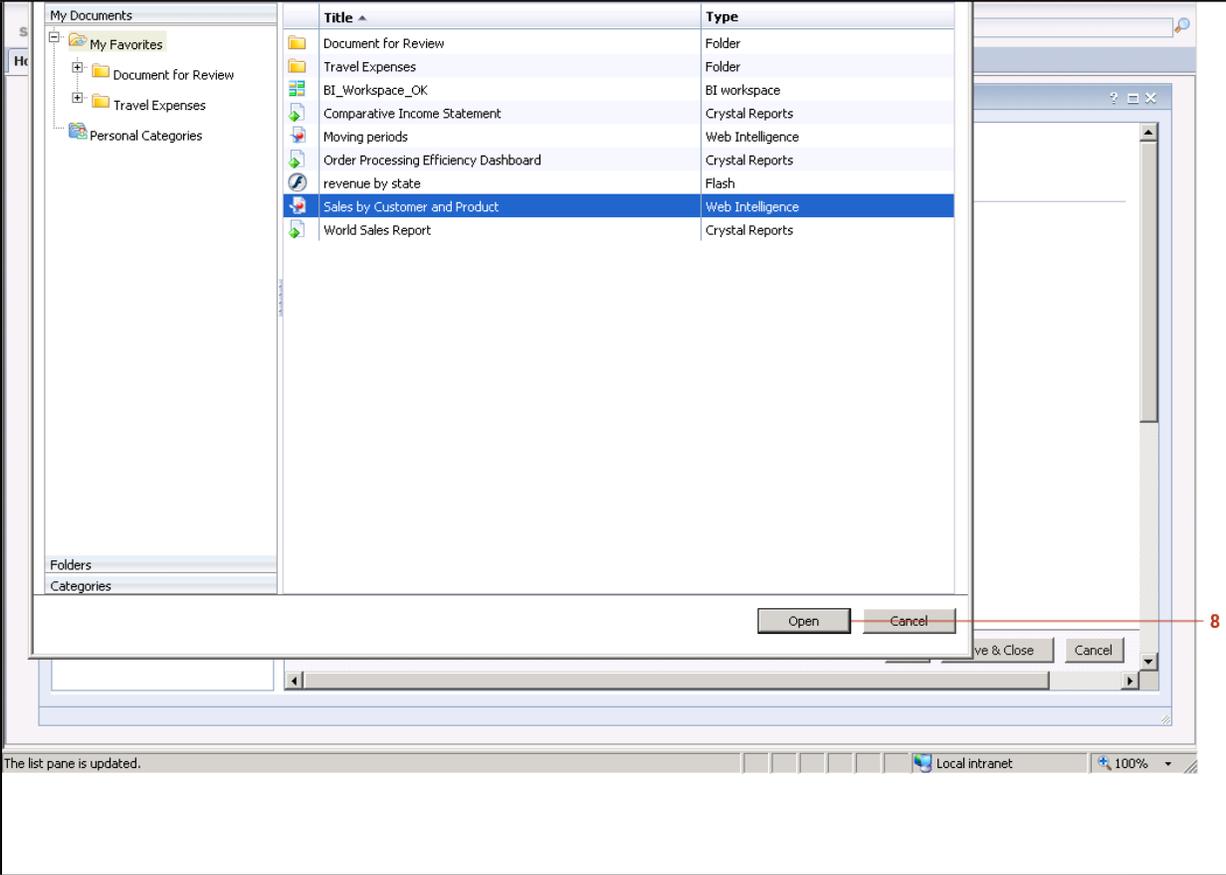
7. Click **Sales by Customer and Product**.



Select the Sales by Customer and Product document.

# Evaluation: Set Up BI Launch Pad

Select a Custom Home tab - Microsoft Internet Explorer provided by SAP-Hosting



8. Click **Open**.