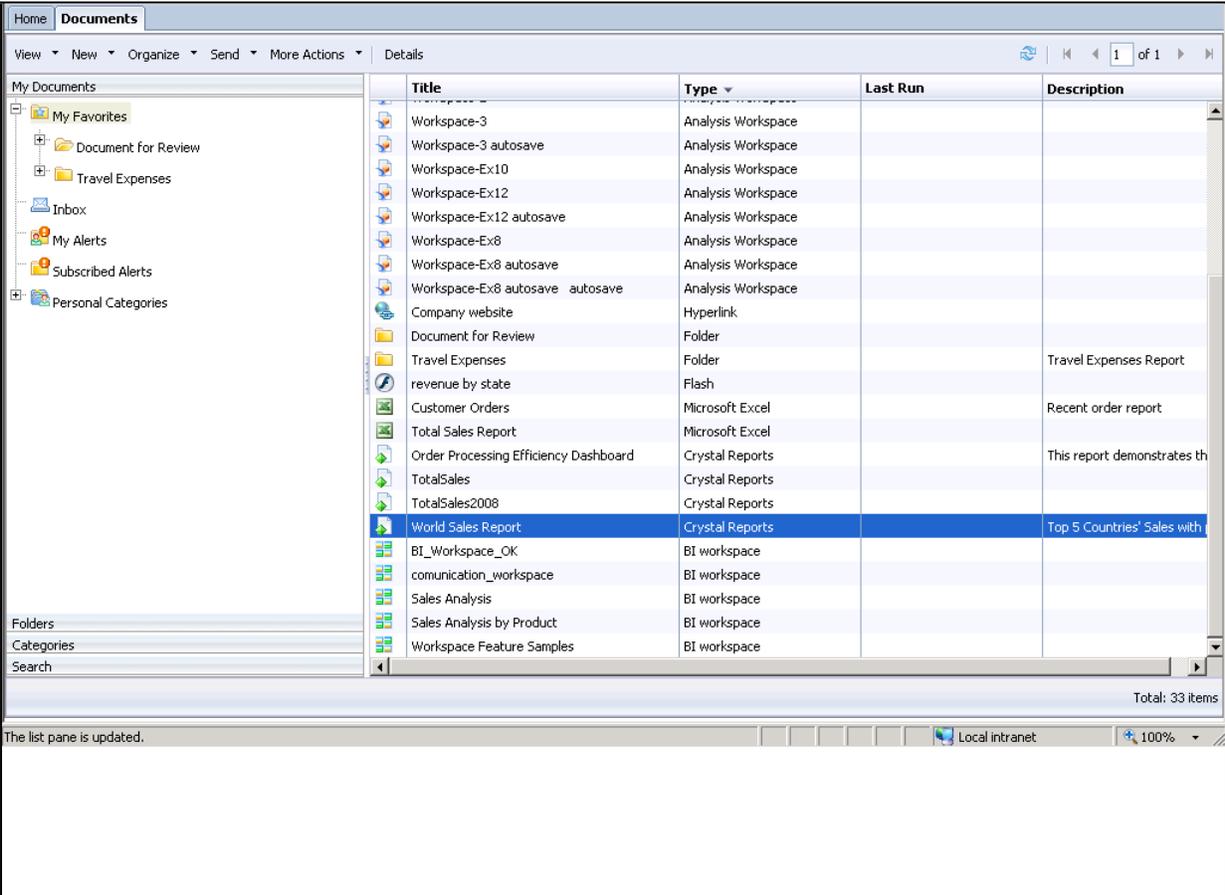


Procedure

BI launch pad



1. Press any key or click anywhere to continue



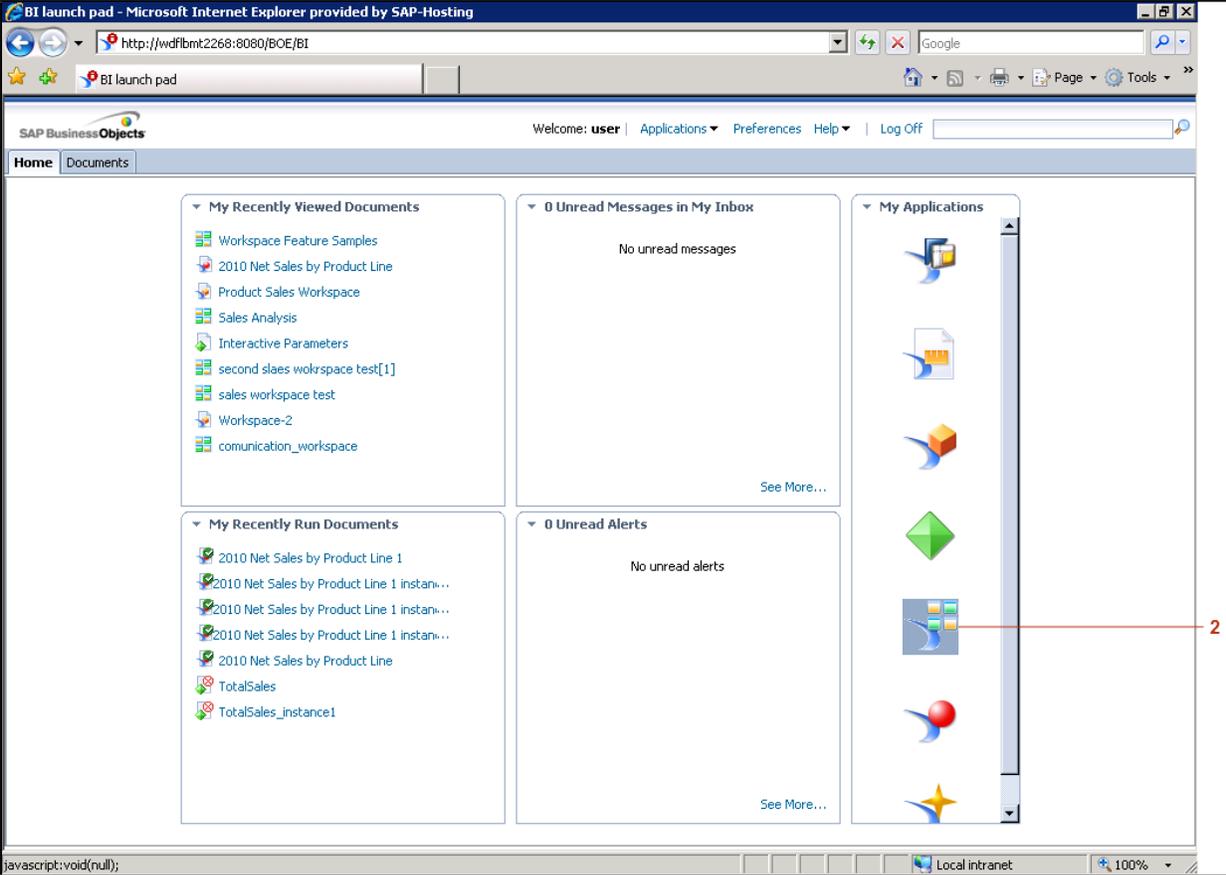
A Navigation List module when used with the Viewer module allows you to maximize the space on a BI workspace tab by acting as an active table of contents. You can choose from the multiple styles available for presentation of content in the Navigation List modules.

Build a BI workspace using communication between the Navigation List and Navigation Viewer and between Document Explorer and Document Viewer. Then, save the BI workspace.

Press any key or click anywhere to continue.

Use a Navigation List on a BI Workspace

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

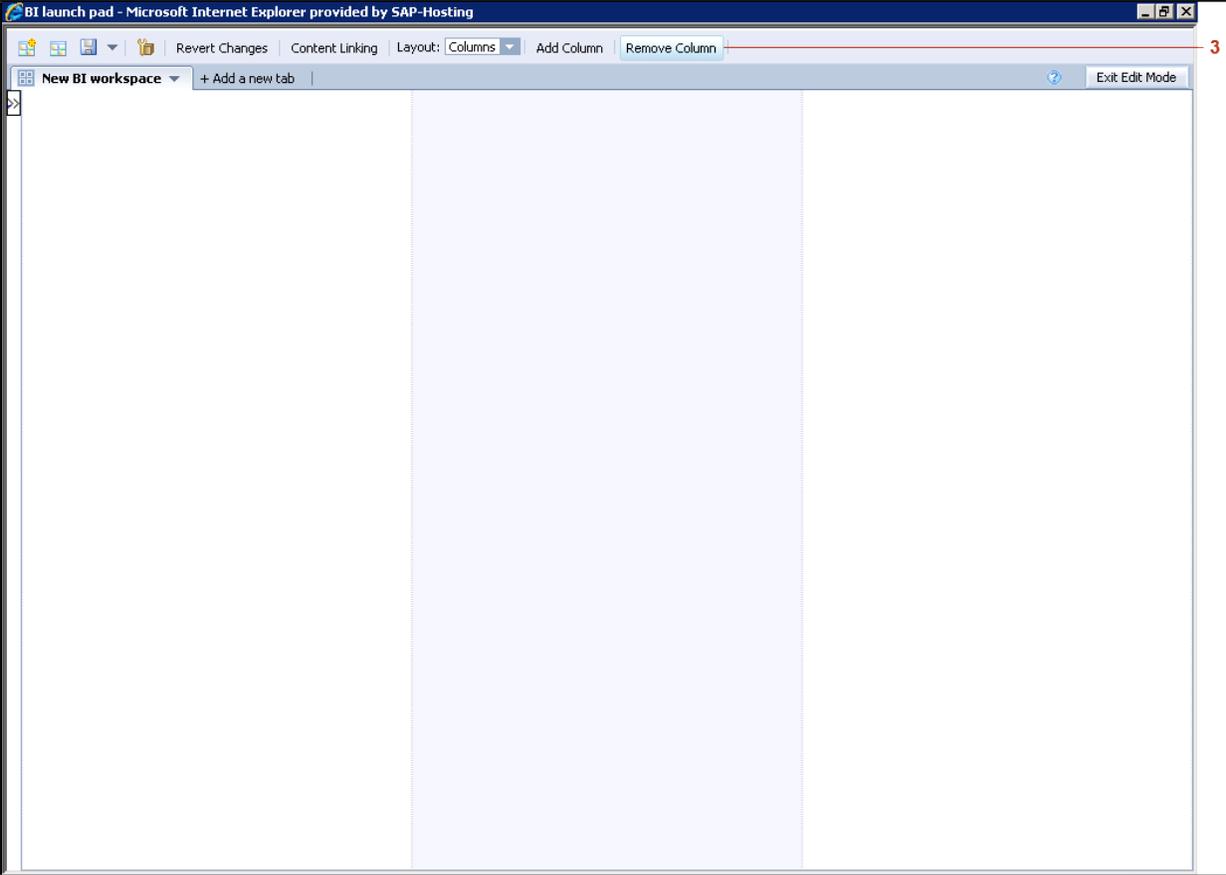


2. Click **BI workspace** 

 Start by opening the BI Workspace application from the BI launch pad.

Use a Navigation List on a BI Workspace

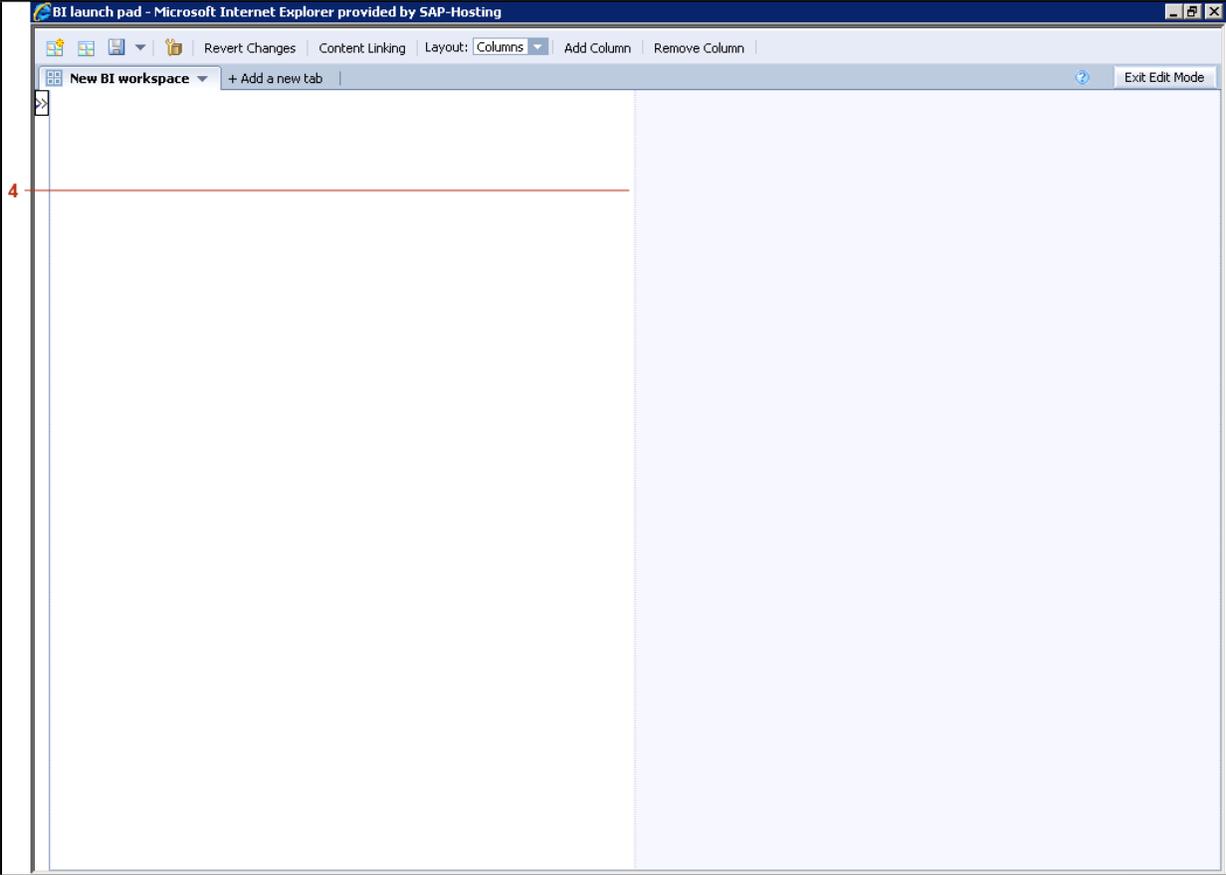
BI launch pad - Microsoft Internet Explorer provided by SAP-Hosting



3. Click **Remove Column**.

Use a Navigation List on a BI Workspace

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



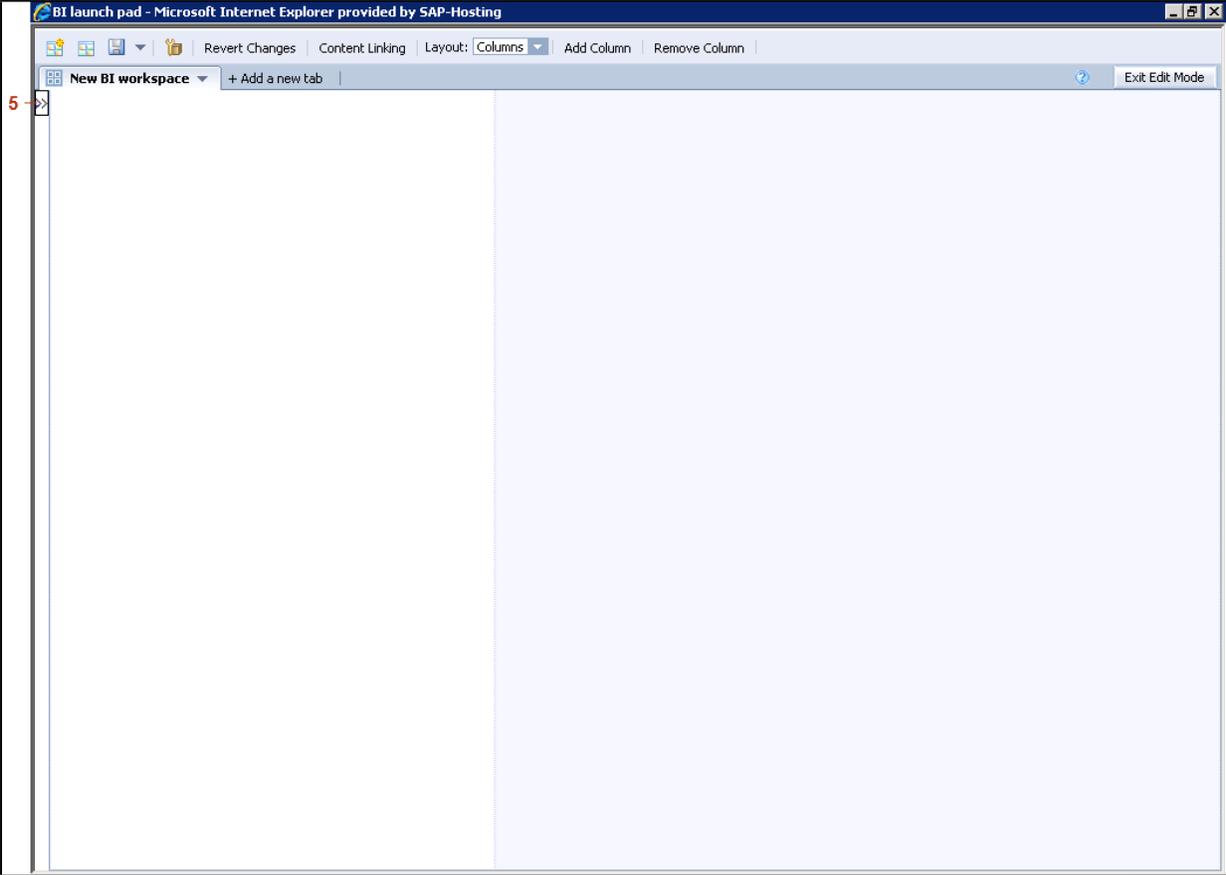
4. Drag **the column edge** to the left.



Change the size of the columns.

Use a Navigation List on a BI Workspace

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

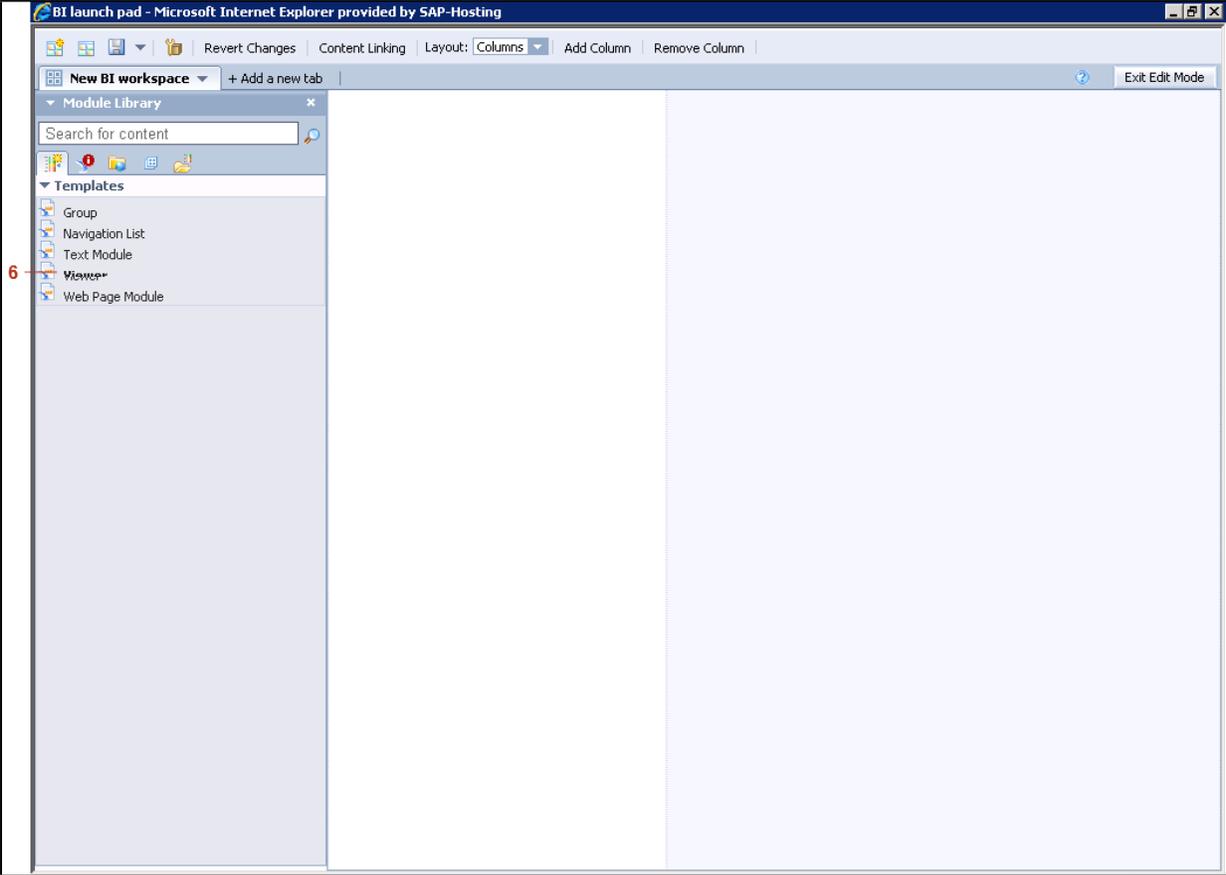


5. Click >> to display Module Library.

 Open the Module Library.

Use a Navigation List on a BI Workspace

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

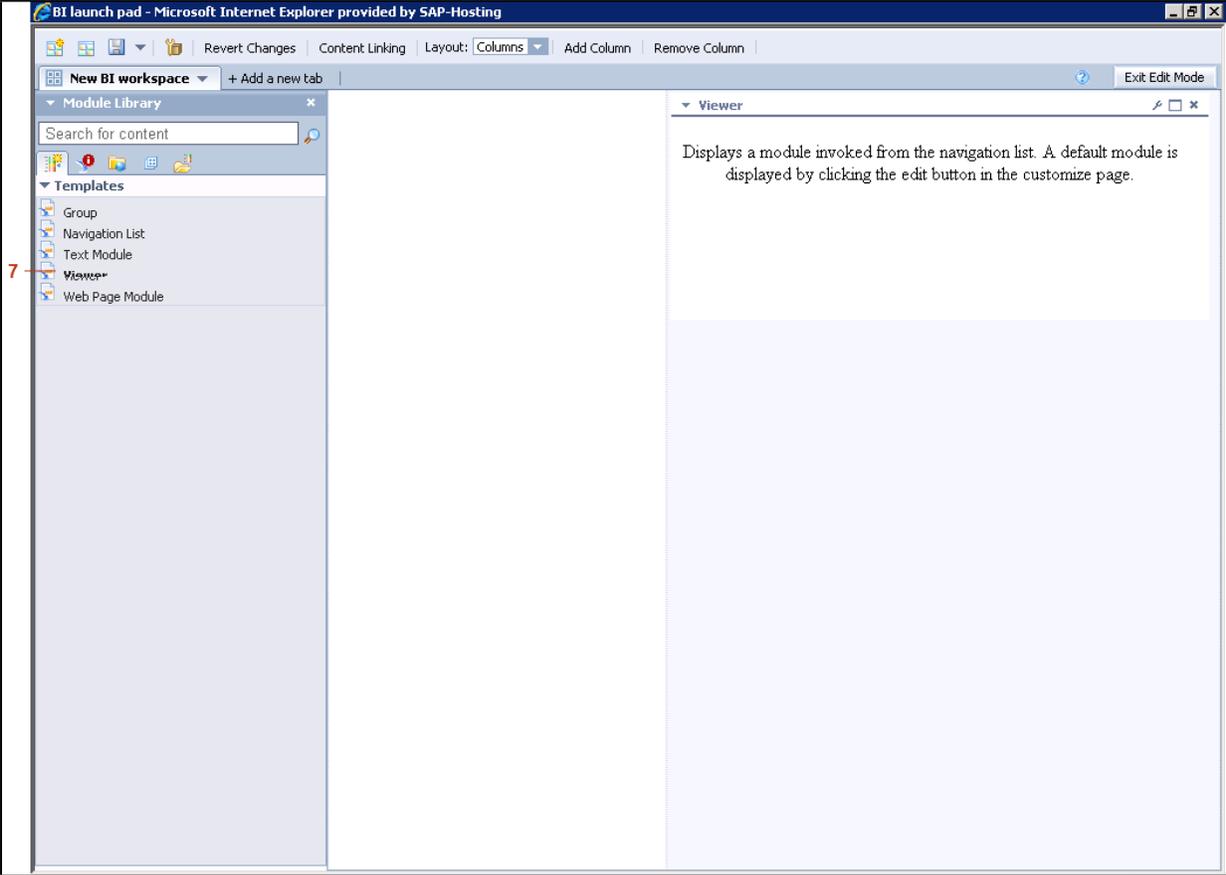


6. Drag **Viewer** to the second column.

 Keep the Templates category selected and drag Viewer to the BI workspace layout area

Use a Navigation List on a BI Workspace

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

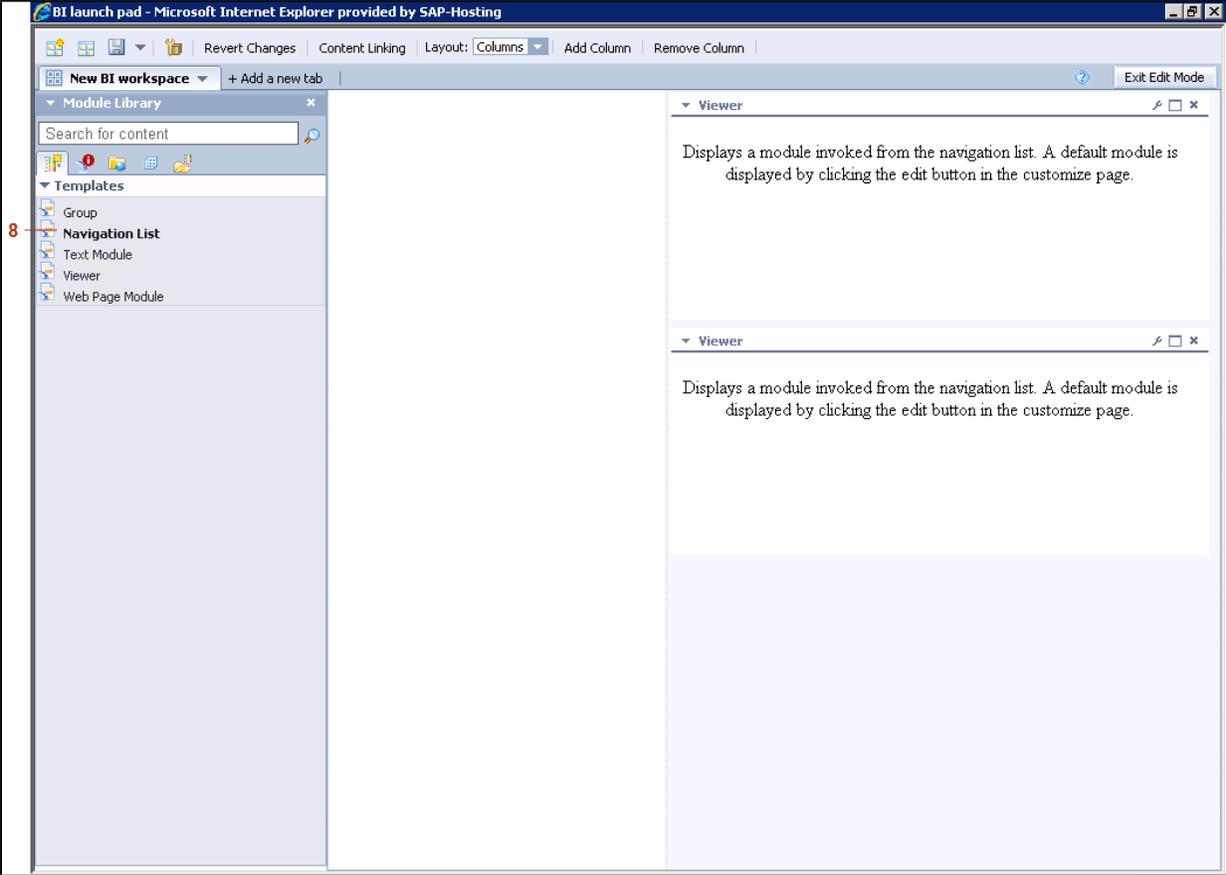


7. Drag **Viewer** to the second column.

 Drag and drop the second Viewer to the right.

Use a Navigation List on a BI Workspace

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

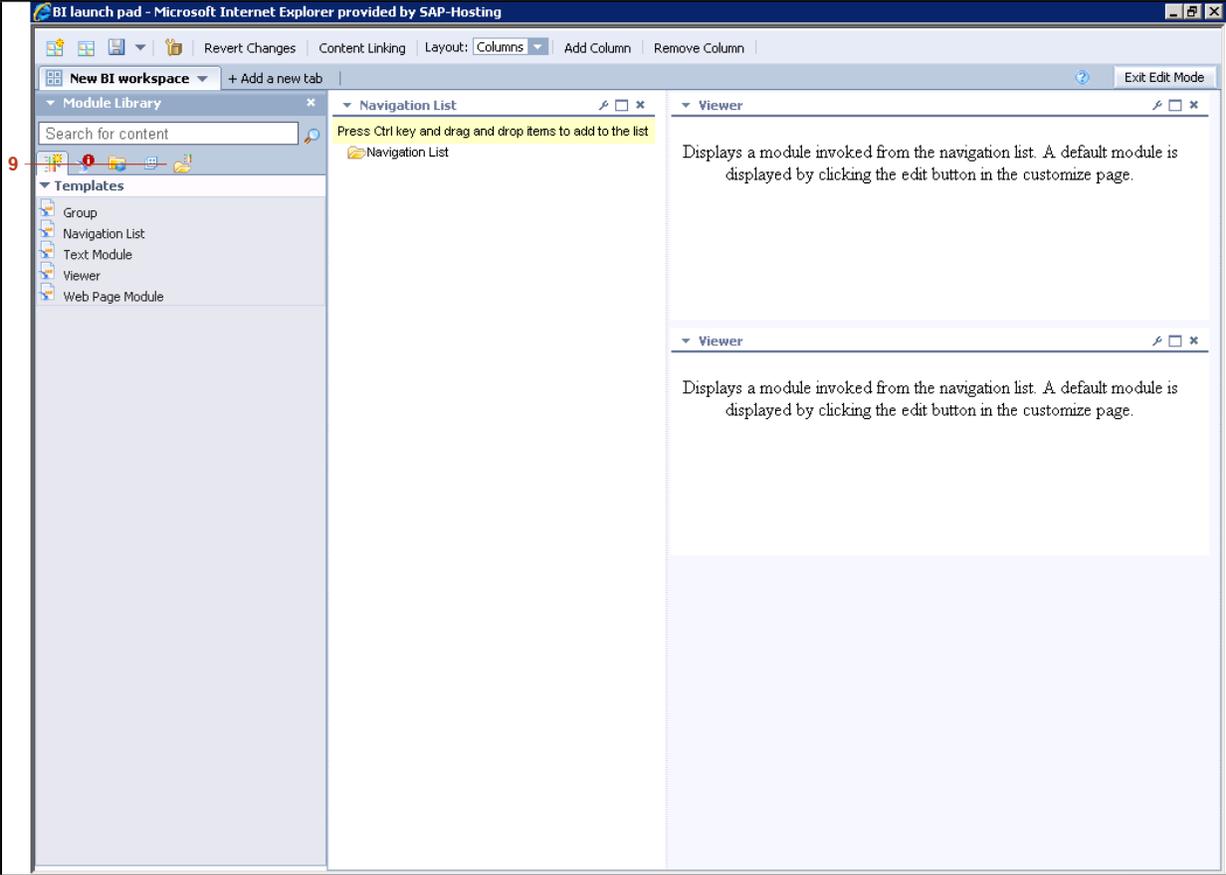


8. Drag **Navigation List** to the first column.

 Now, add Navigation list to the List panel.

Use a Navigation List on a BI Workspace

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

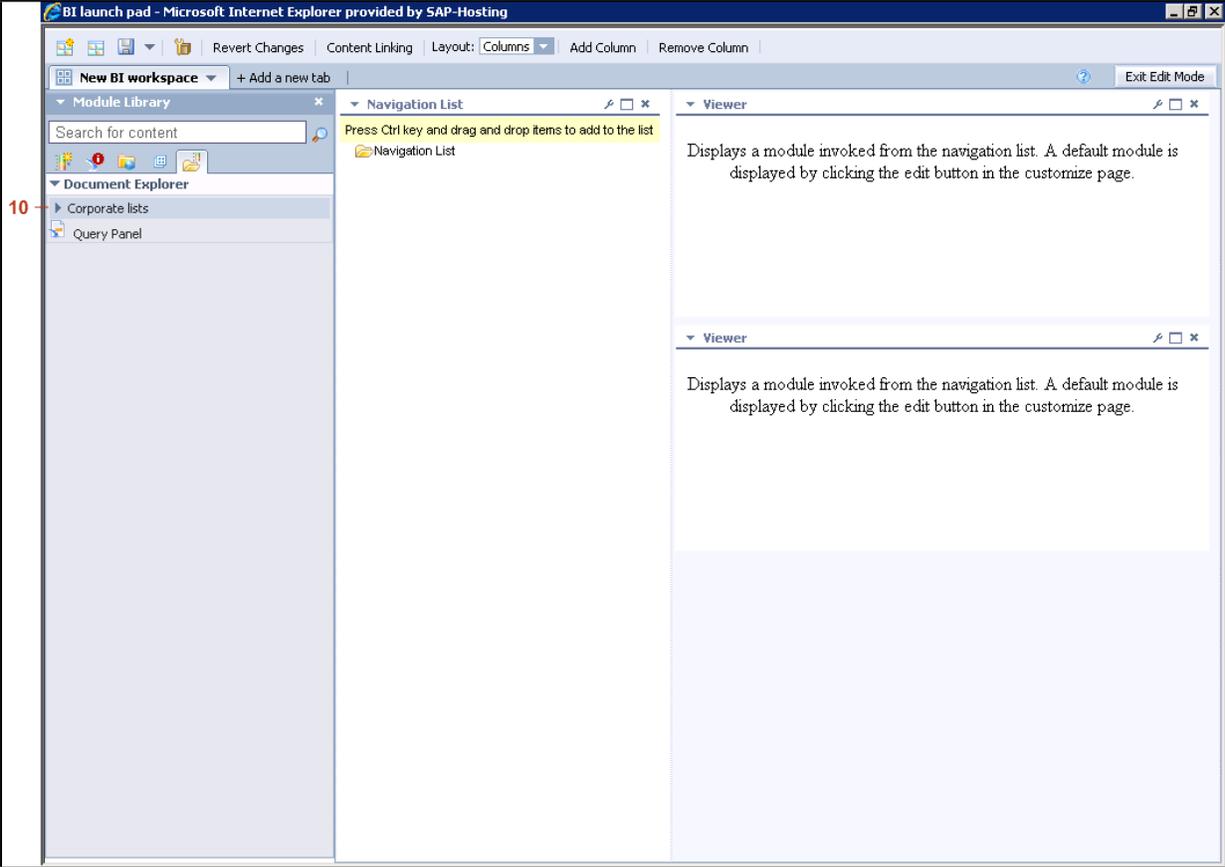


9. Click **Document Explorer** .

 Select content from Document Explorer.

Use a Navigation List on a BI Workspace

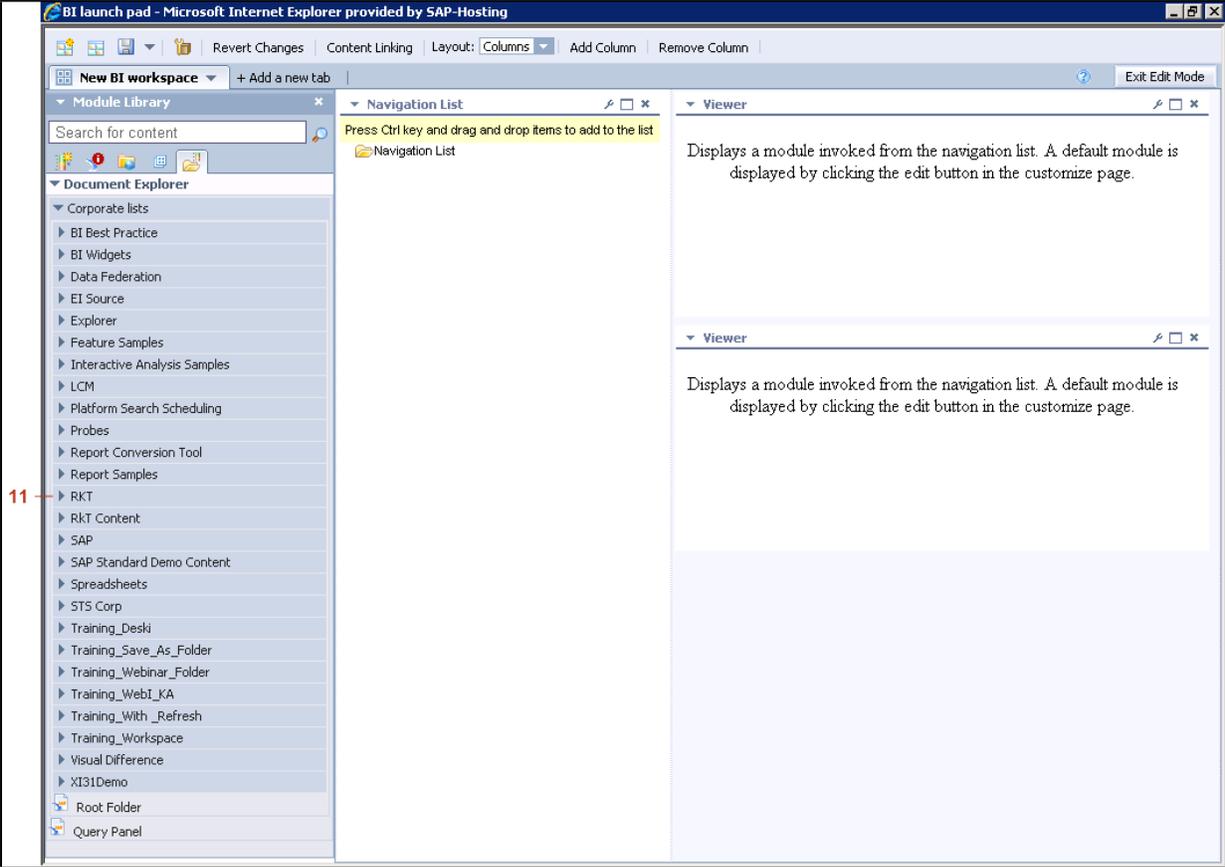
BI launch pad - Microsoft Internet Explorer provided by SAP-Hosting



10. Click the arrow beside the **Corporate lists** box.

Use a Navigation List on a BI Workspace

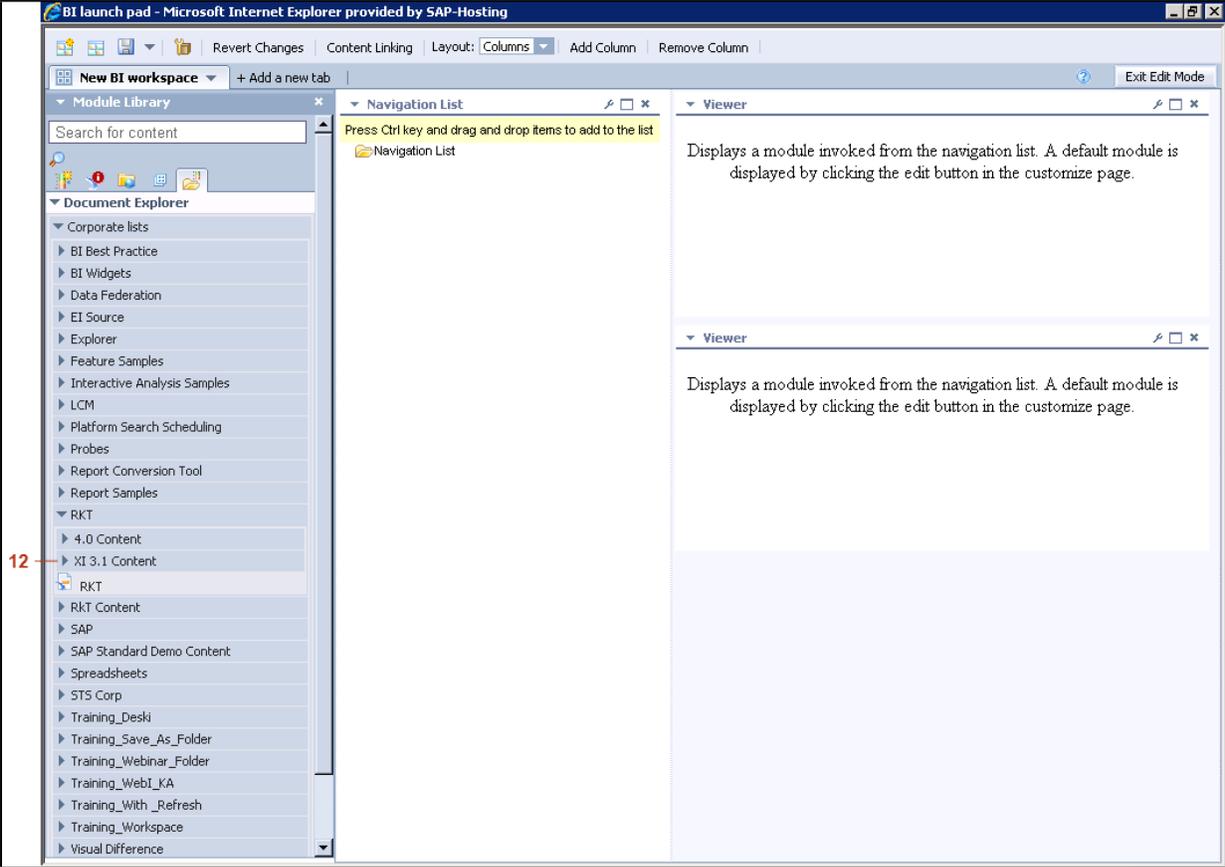
BI launch pad - Microsoft Internet Explorer provided by SAP-Hosting



11. Click the arrow beside the **RKT** box.

Use a Navigation List on a BI Workspace

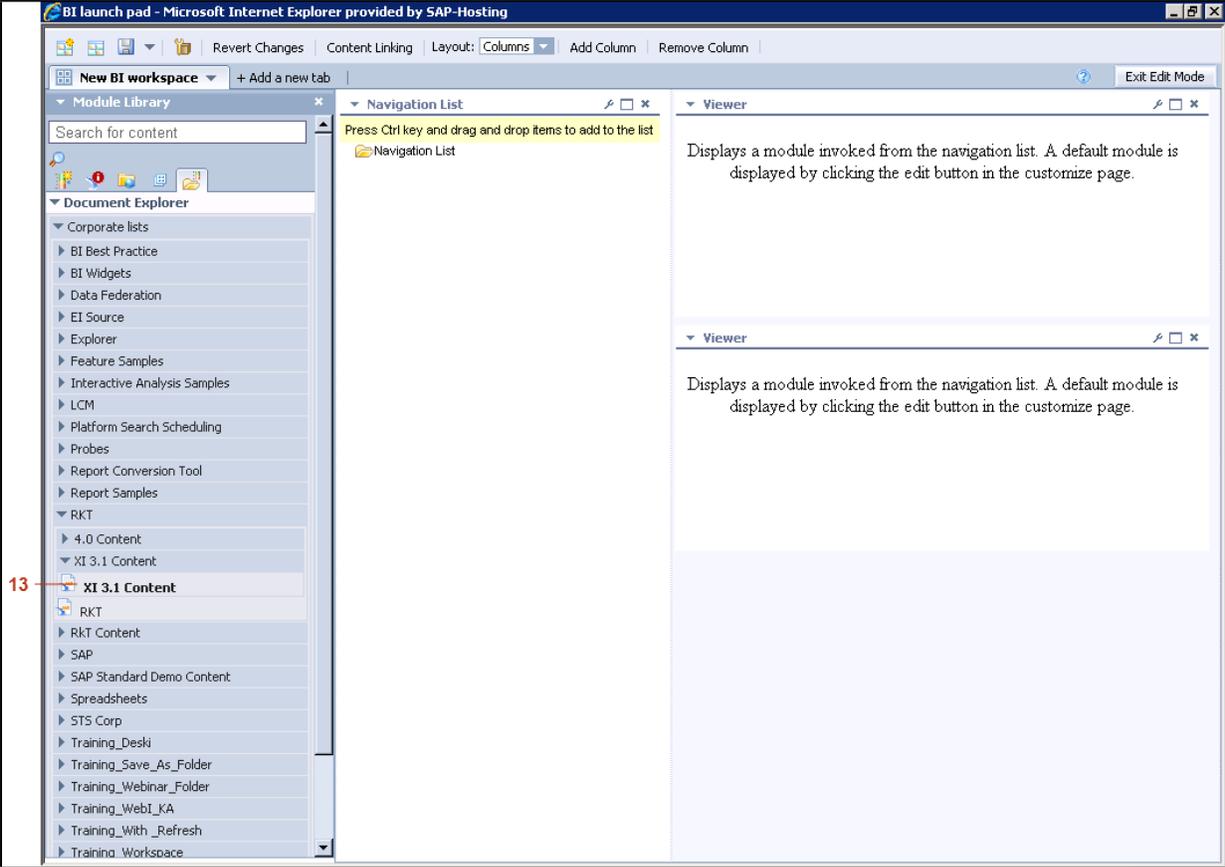
BI launch pad - Microsoft Internet Explorer provided by SAP-Hosting



12. Click the arrow beside the **XI 3.1 Content** box.

Use a Navigation List on a BI Workspace

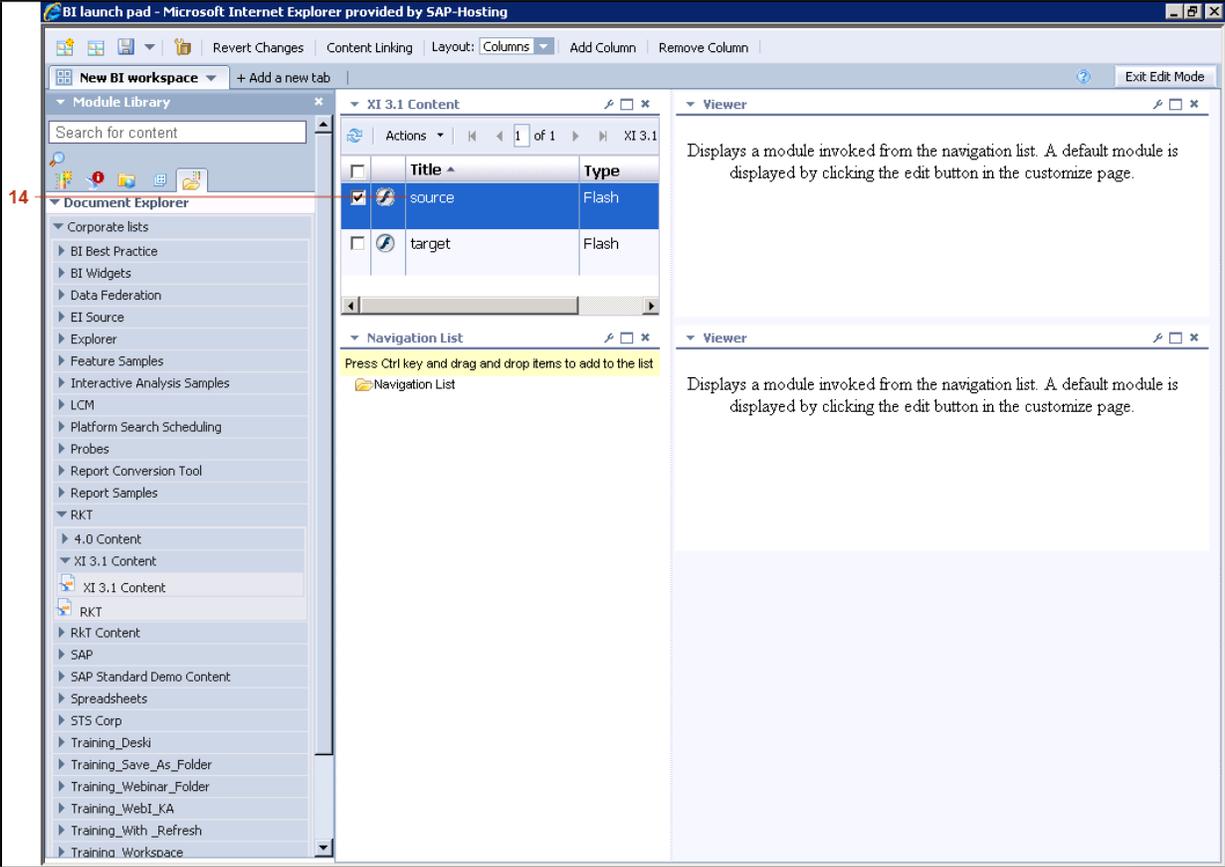
BI launch pad - Microsoft Internet Explorer provided by SAP-Hosting



13. Drag **XI 3.1 Content** to the Navigation List.

Use a Navigation List on a BI Workspace

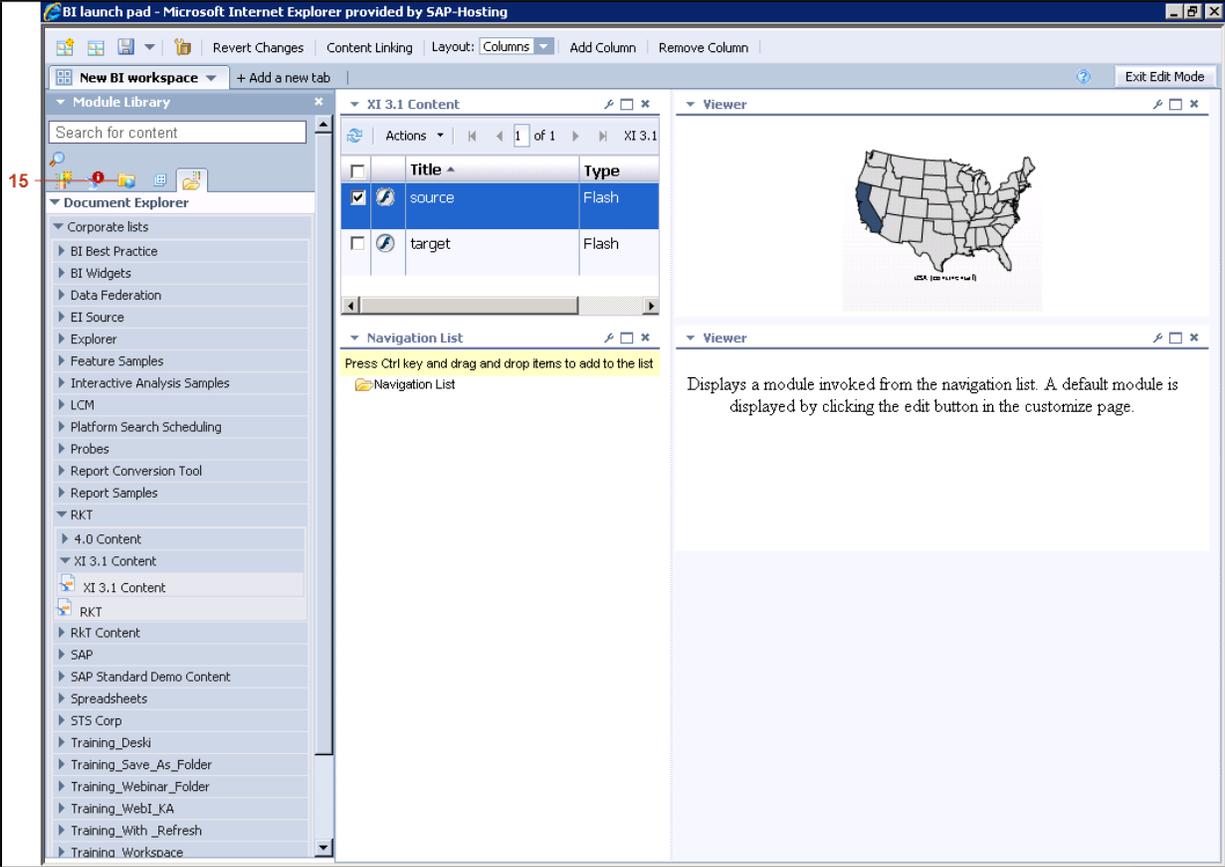
BI launch pad - Microsoft Internet Explorer provided by SAP-Hosting



14. Double-click **source**.

Use a Navigation List on a BI Workspace

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



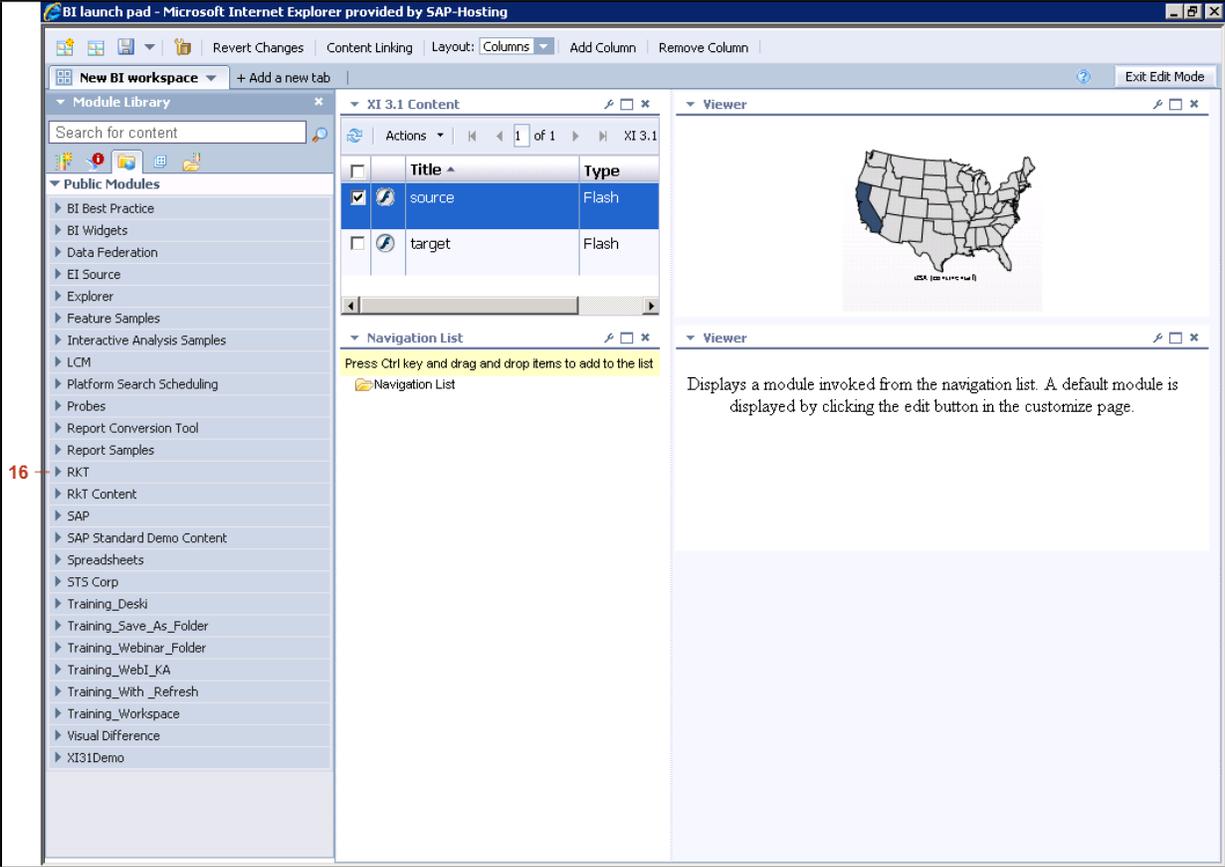
15. Click **Public Modules** .



At this point, the Navigation List and the Document Explorer modules are connected to the default Viewer module.

Use a Navigation List on a BI Workspace

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



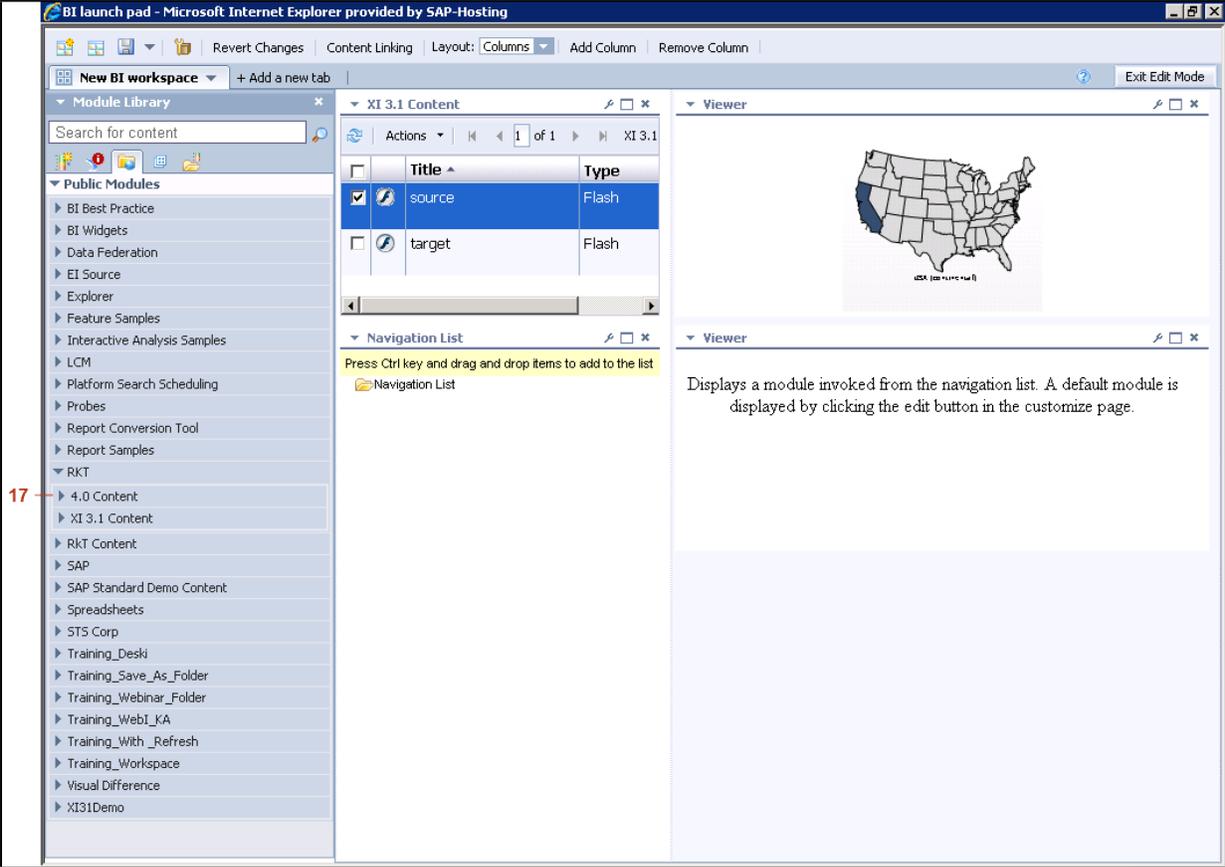
16. Click the arrow beside the **RKT** box.



From Public modules drag some documents to the navigation list.

Use a Navigation List on a BI Workspace

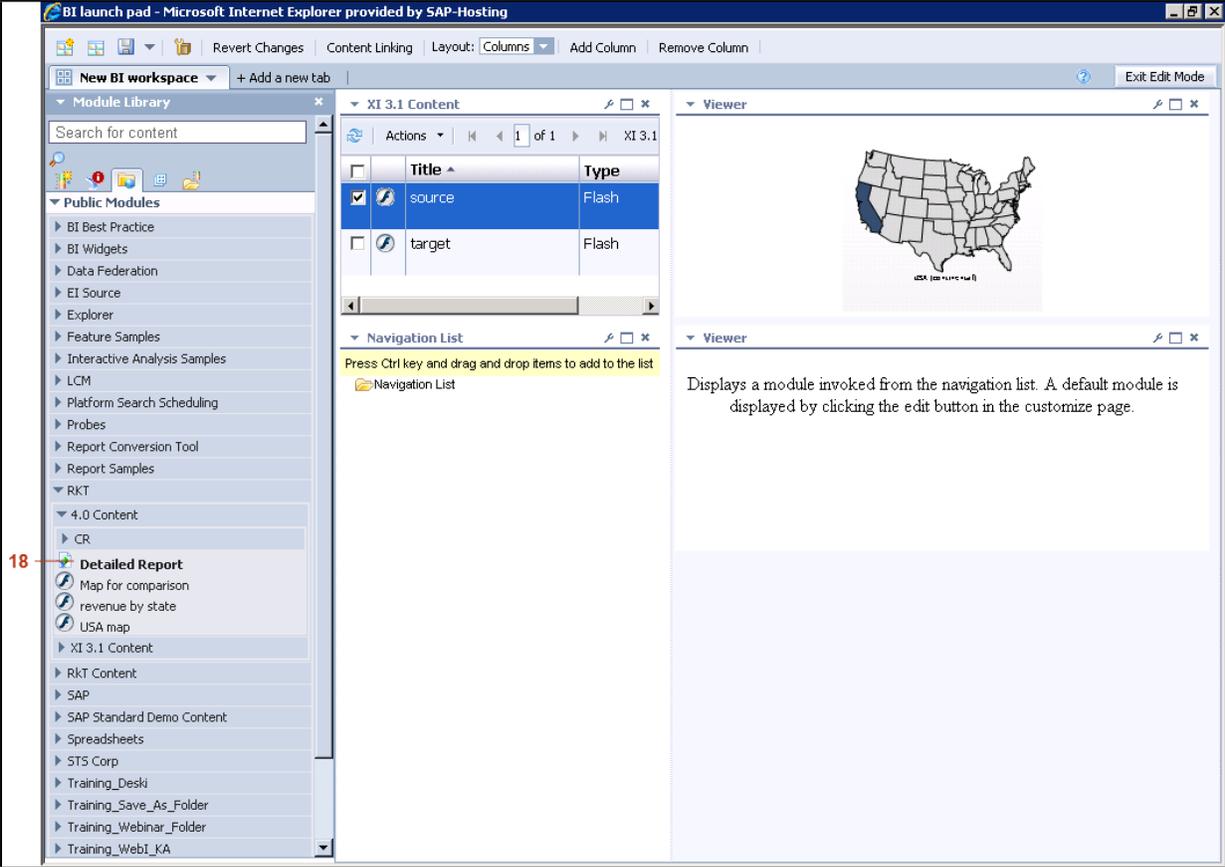
BI launch pad - Microsoft Internet Explorer provided by SAP-Hosting



17. Click the arrow beside the **4.0 Content** box.

Use a Navigation List on a BI Workspace

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



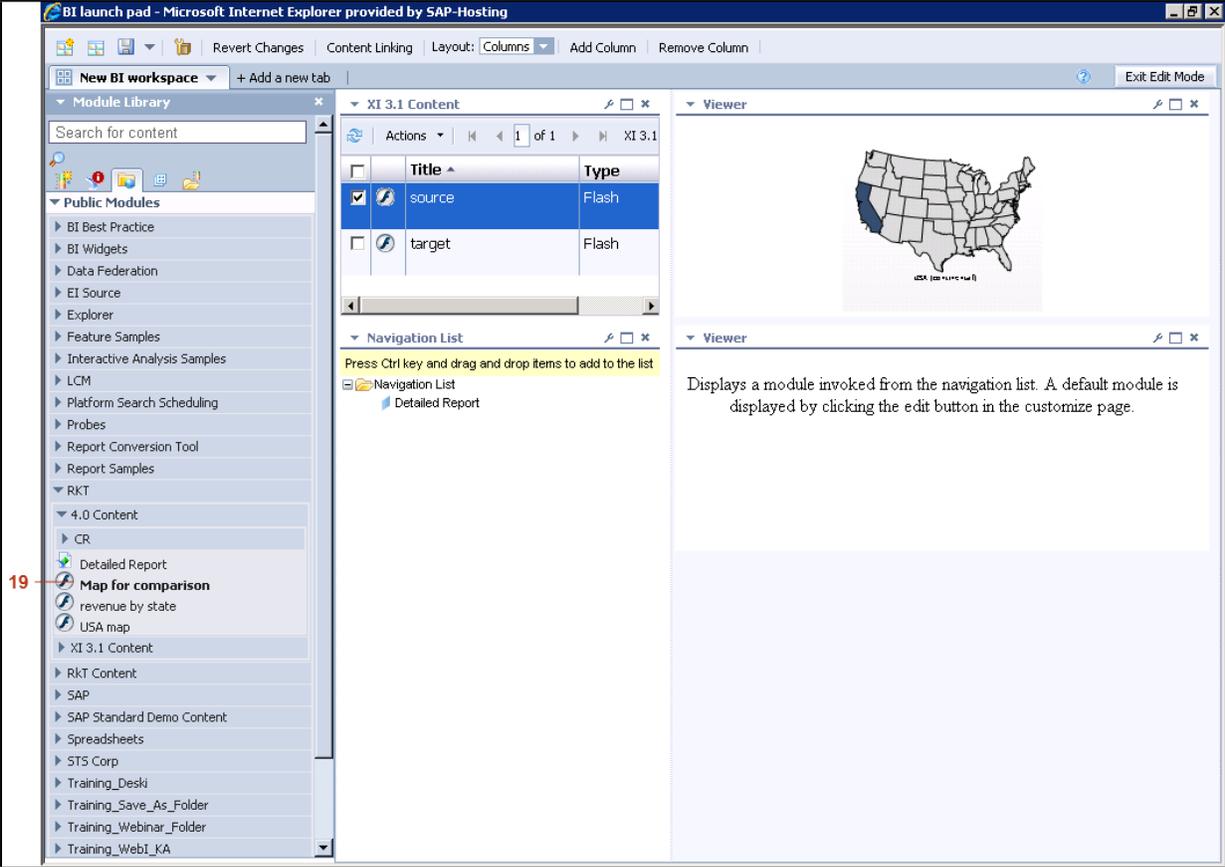
18. Press **[Ctrl]** + Drag **Detail Report** to Navigating list.



If you are editing the BI workspace in Columns mode, hold down the Control button to use the mouse for dragging and dropping objects into the Navigation List

Use a Navigation List on a BI Workspace

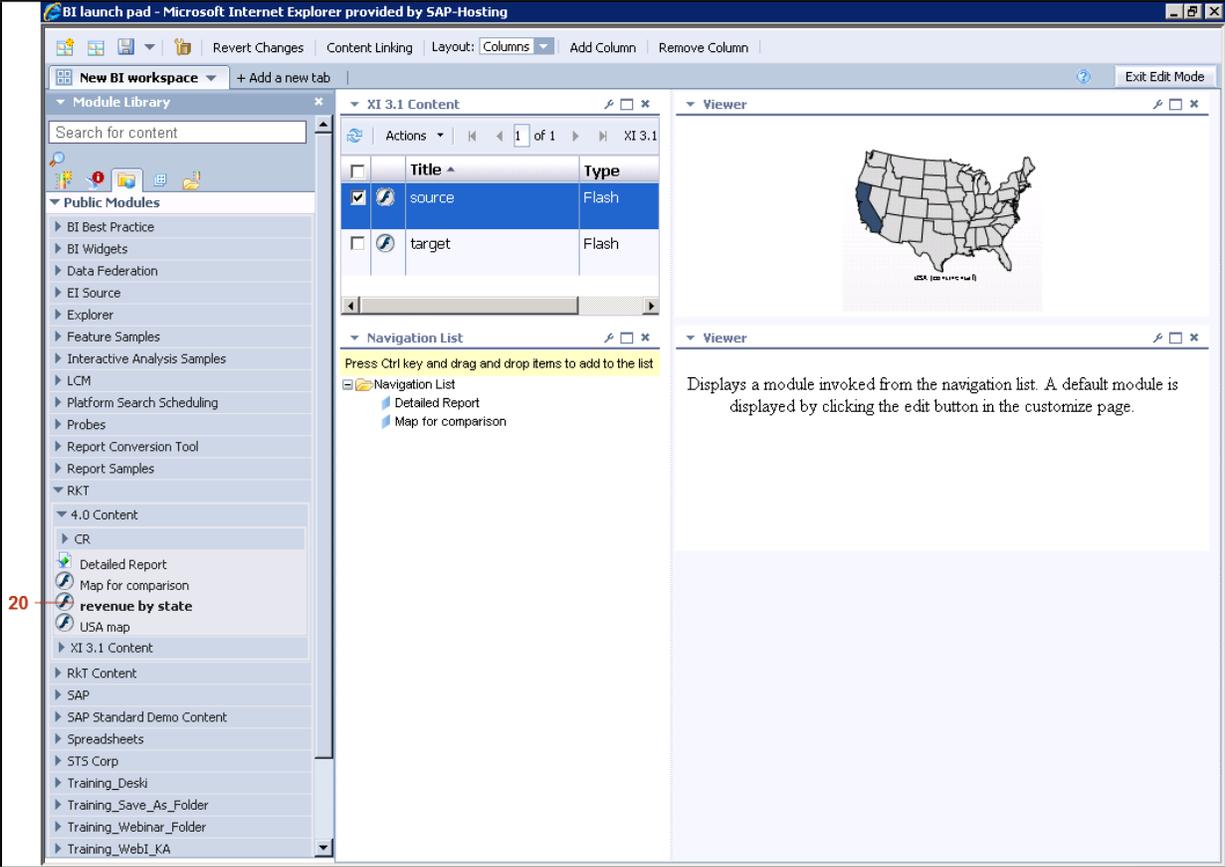
BI launch pad - Microsoft Internet Explorer provided by SAP-Hosting



19. Press **[Ctrl] + Drag Map for comparison** to Navigating list.

Use a Navigation List on a BI Workspace

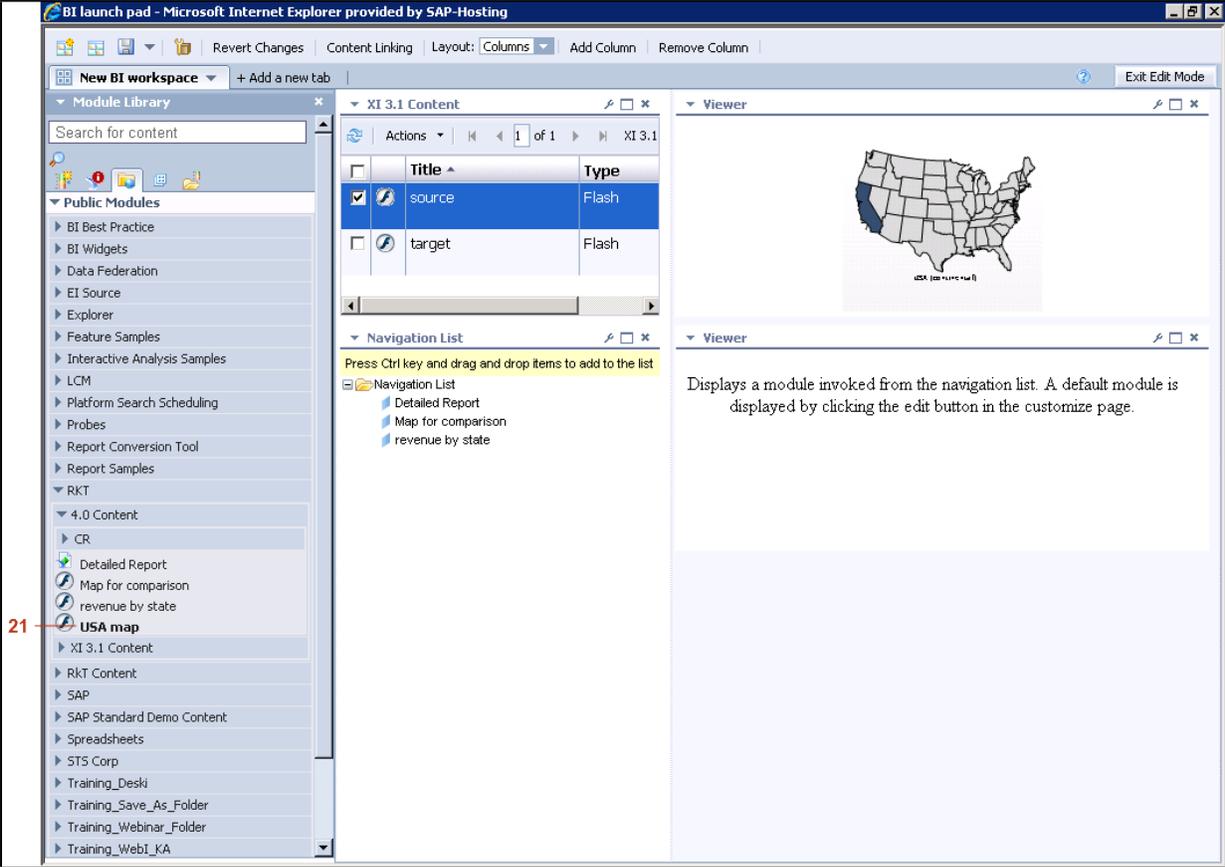
BI launch pad - Microsoft Internet Explorer provided by SAP-Hosting



20. Press [Ctrl] + Drag **revenue by state** to Navigate list.

Use a Navigation List on a BI Workspace

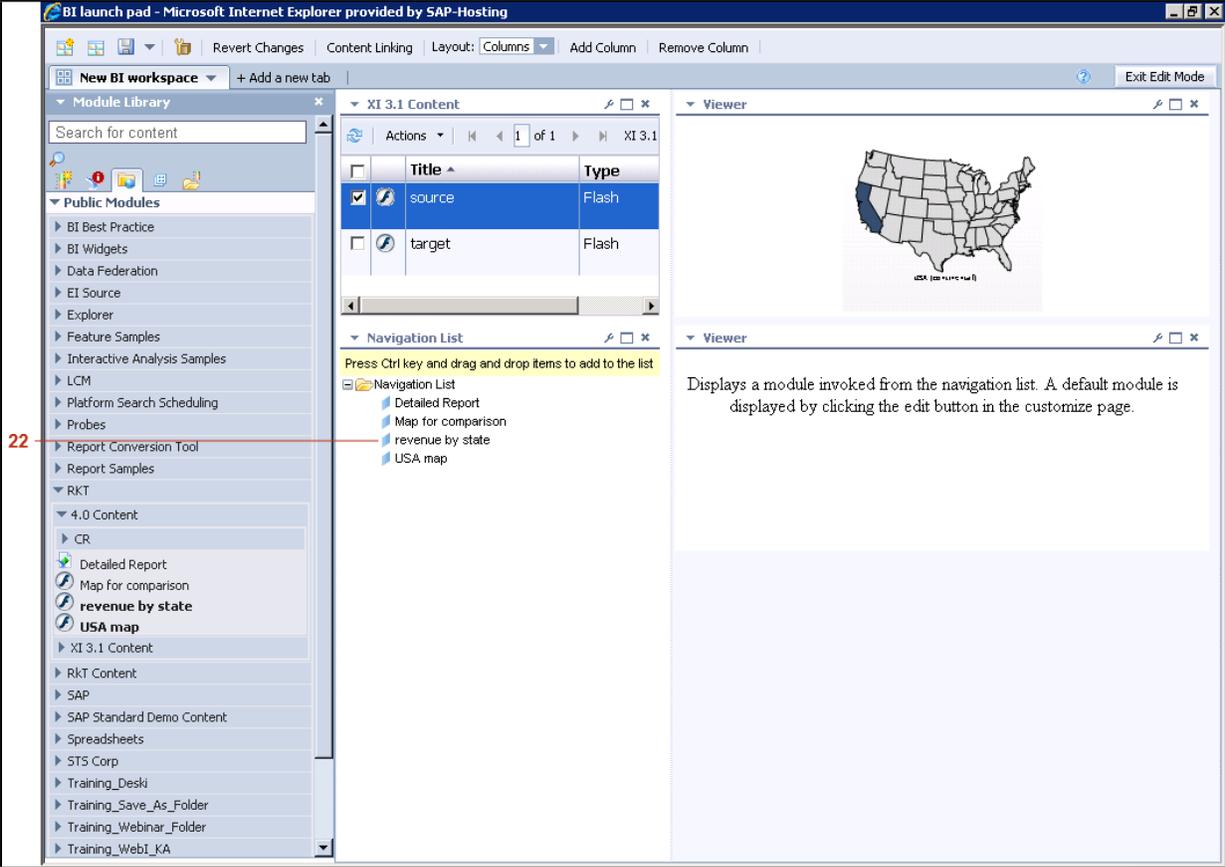
BI launch pad - Microsoft Internet Explorer provided by SAP-Hosting



21. Press [Ctrl] + Drag **USA map** to Navigation list.

Use a Navigation List on a BI Workspace

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



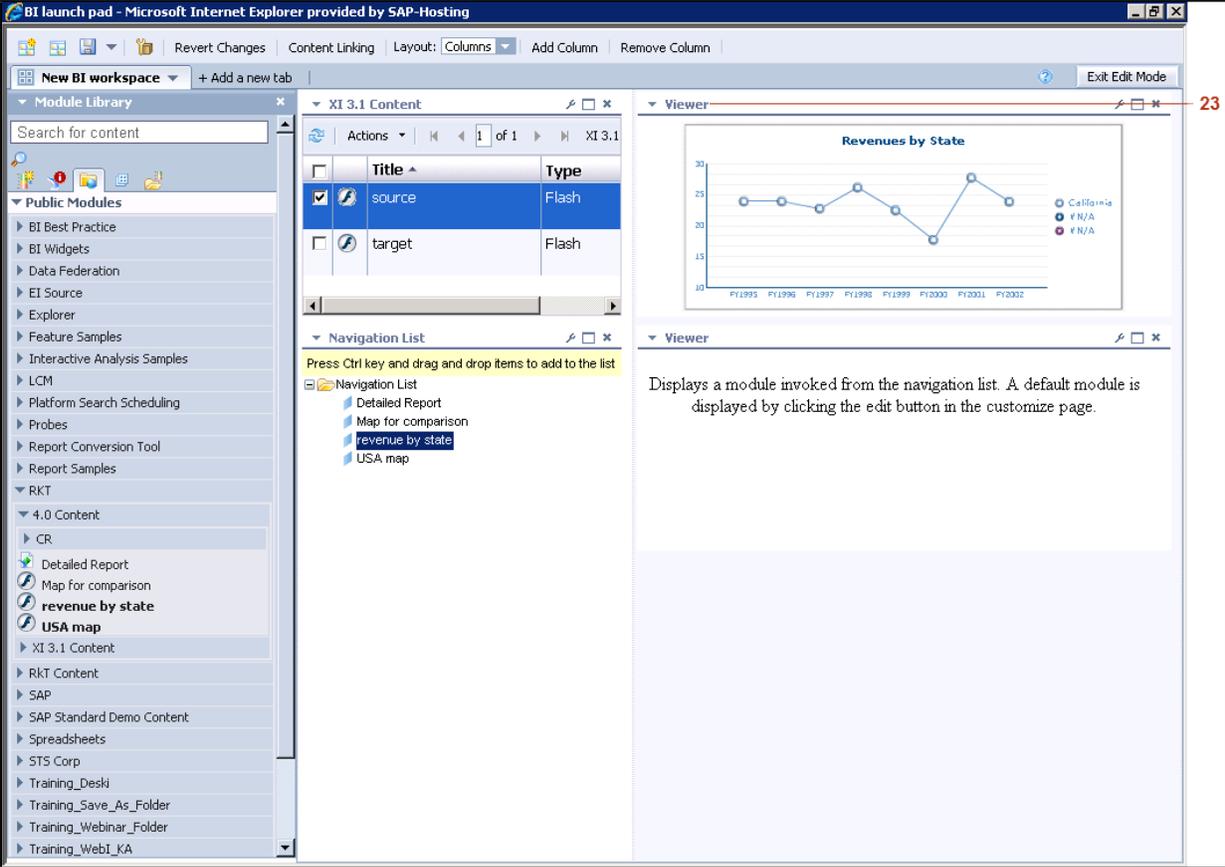
22. Click **revenue by state**.



When you select an item in the Navigation List, it appears in the Viewer.

Use a Navigation List on a BI Workspace

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



23. Click **Viewer**.

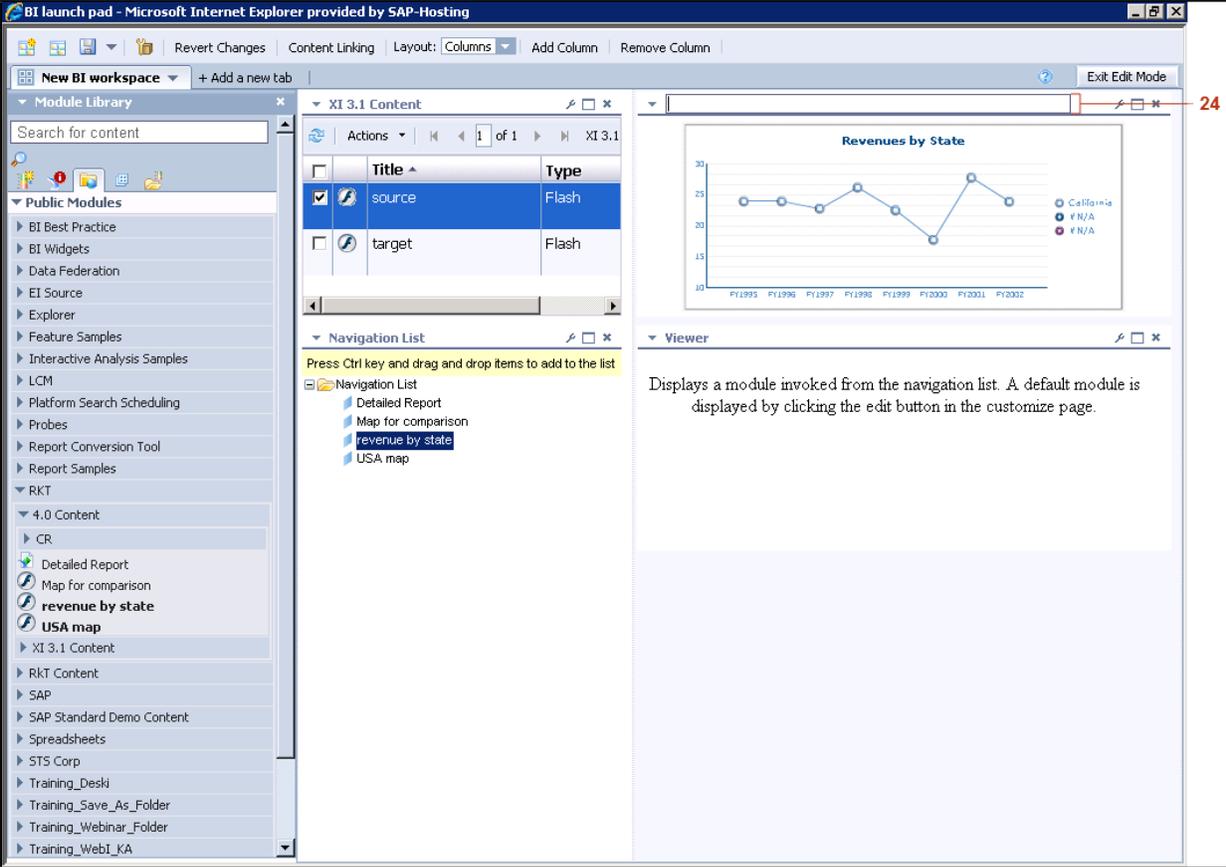


The Revenue by State document appears in the first default Viewer.

Now, rename the Viewers.

Use a Navigation List on a BI Workspace

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

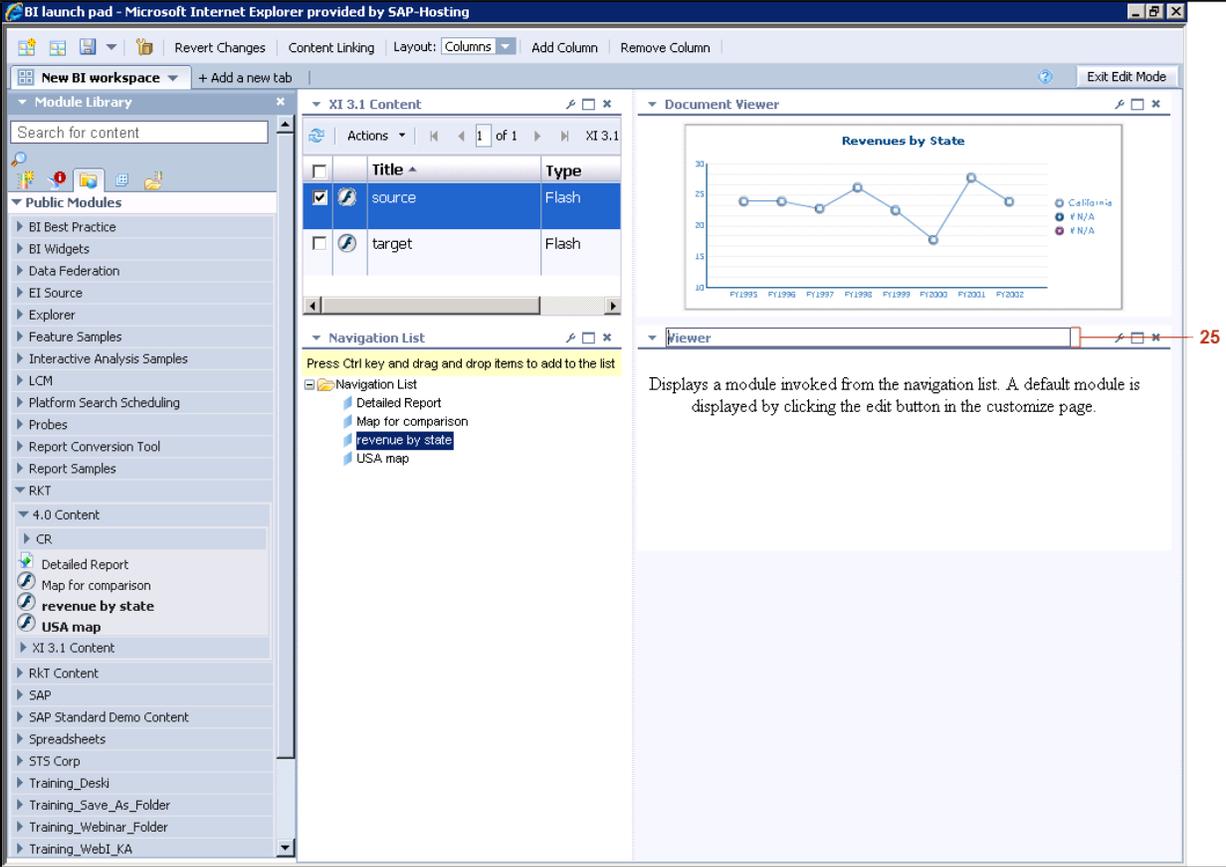


24. As required, complete/review the following fields:

| Field | Description |
|--------|--|
| Viewer | <p>Example: Document Viewer</p> |

Use a Navigation List on a BI Workspace

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

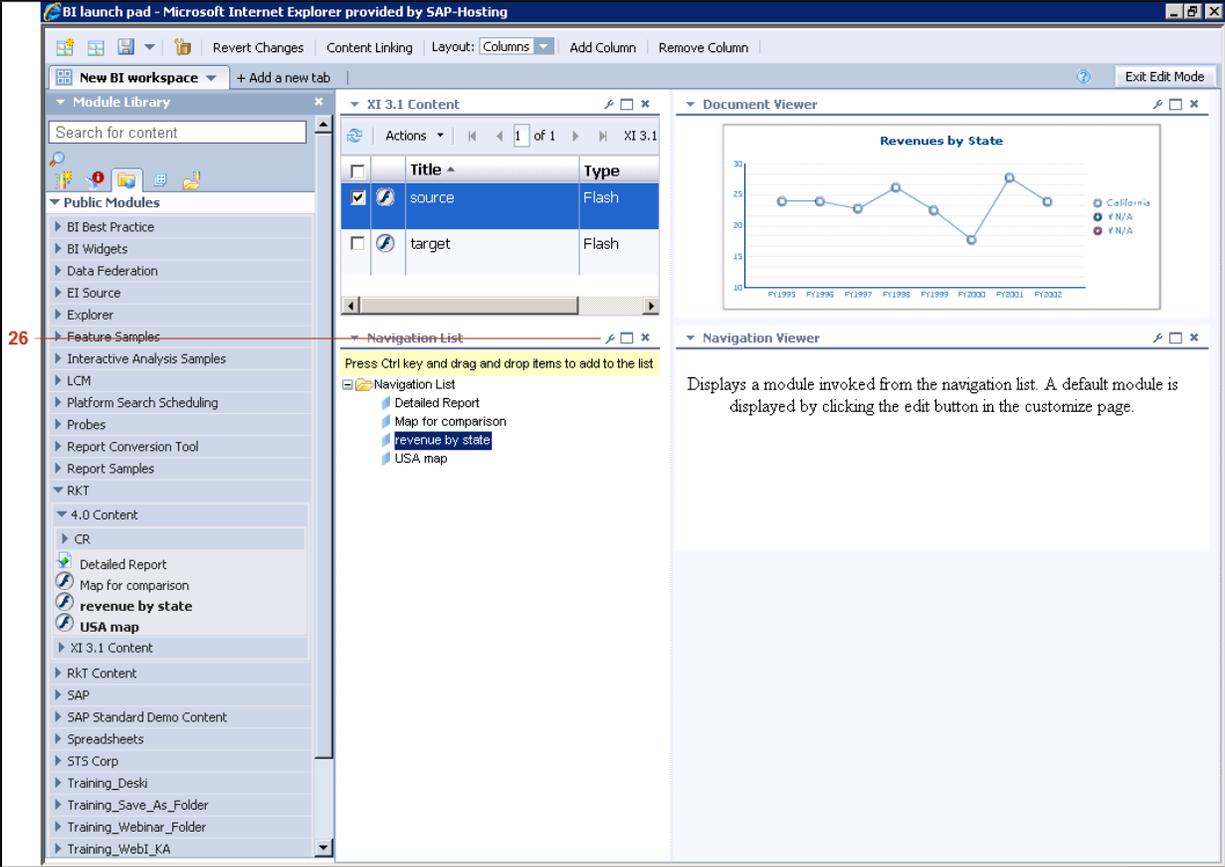


25. As required, complete/review the following fields:

| Field | Description |
|--------|--------------------------------------|
| Viewer | Example: Navigation Viewer |

Use a Navigation List on a BI Workspace

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



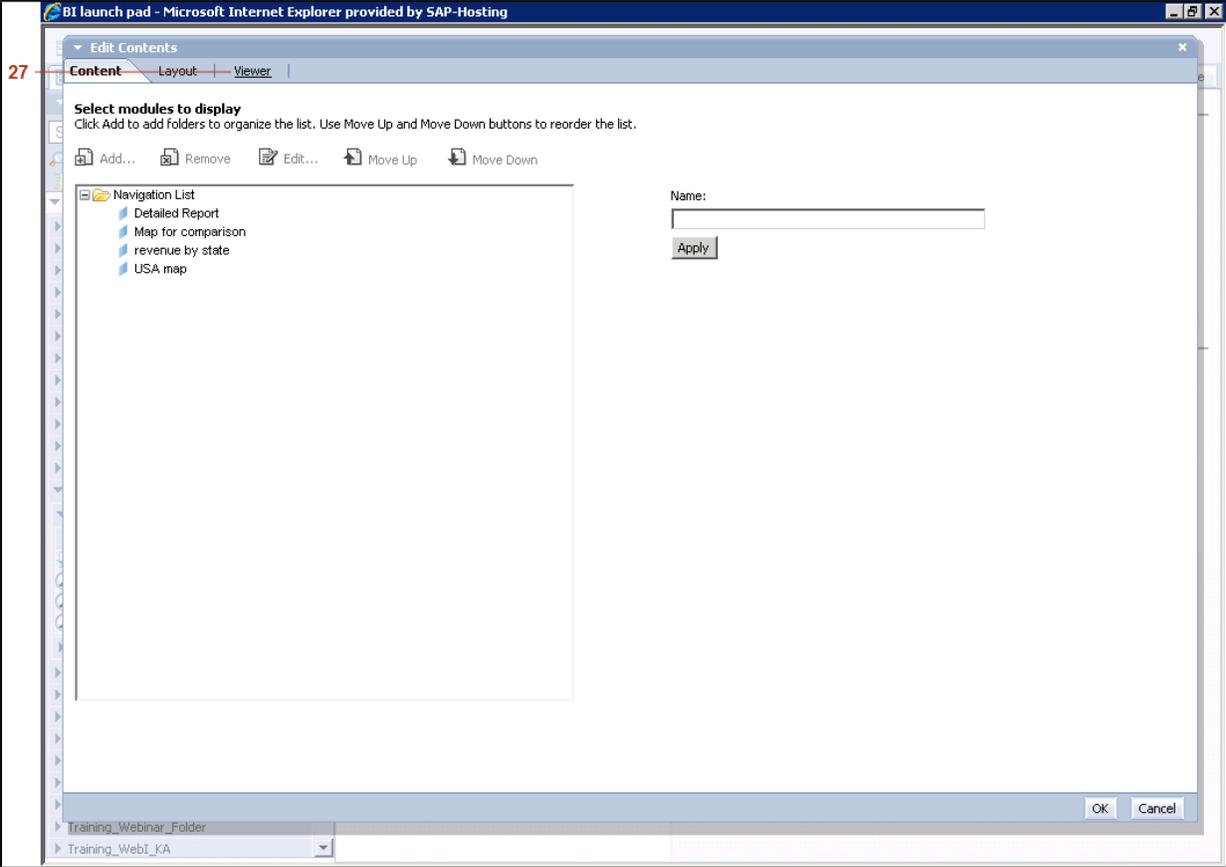
26. Click **Edit** .



Edit the Navigation List to change the Viewer from Document Viewer to Navigation Viewer.

Use a Navigation List on a BI Workspace

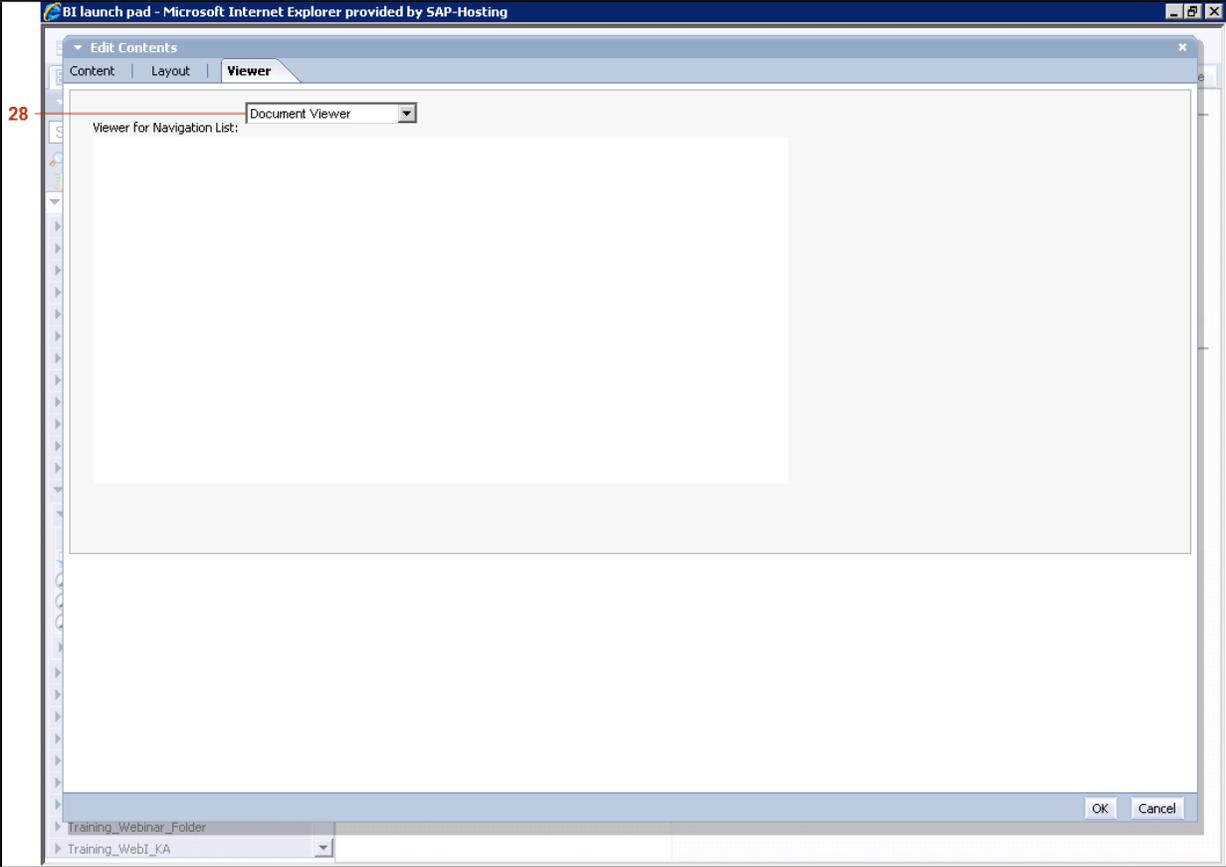
BI launch pad - Microsoft Internet Explorer provided by SAP-Hosting



27. Click **Viewer**.

Use a Navigation List on a BI Workspace

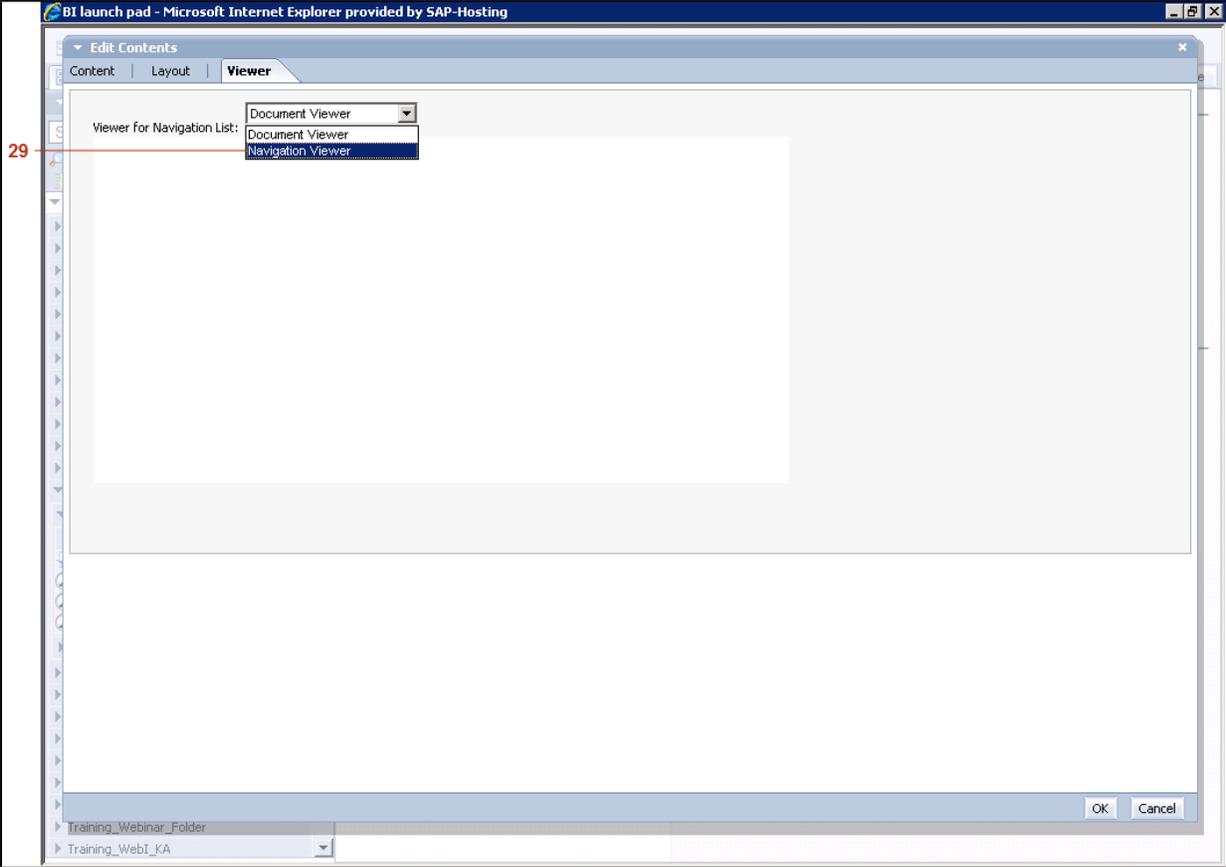
BI launch pad - Microsoft Internet Explorer provided by SAP-Hosting



28. Click the **Viewer for Navigation List** list.

Use a Navigation List on a BI Workspace

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



29. Click **Navigation Viewer**.

Use a Navigation List on a BI Workspace

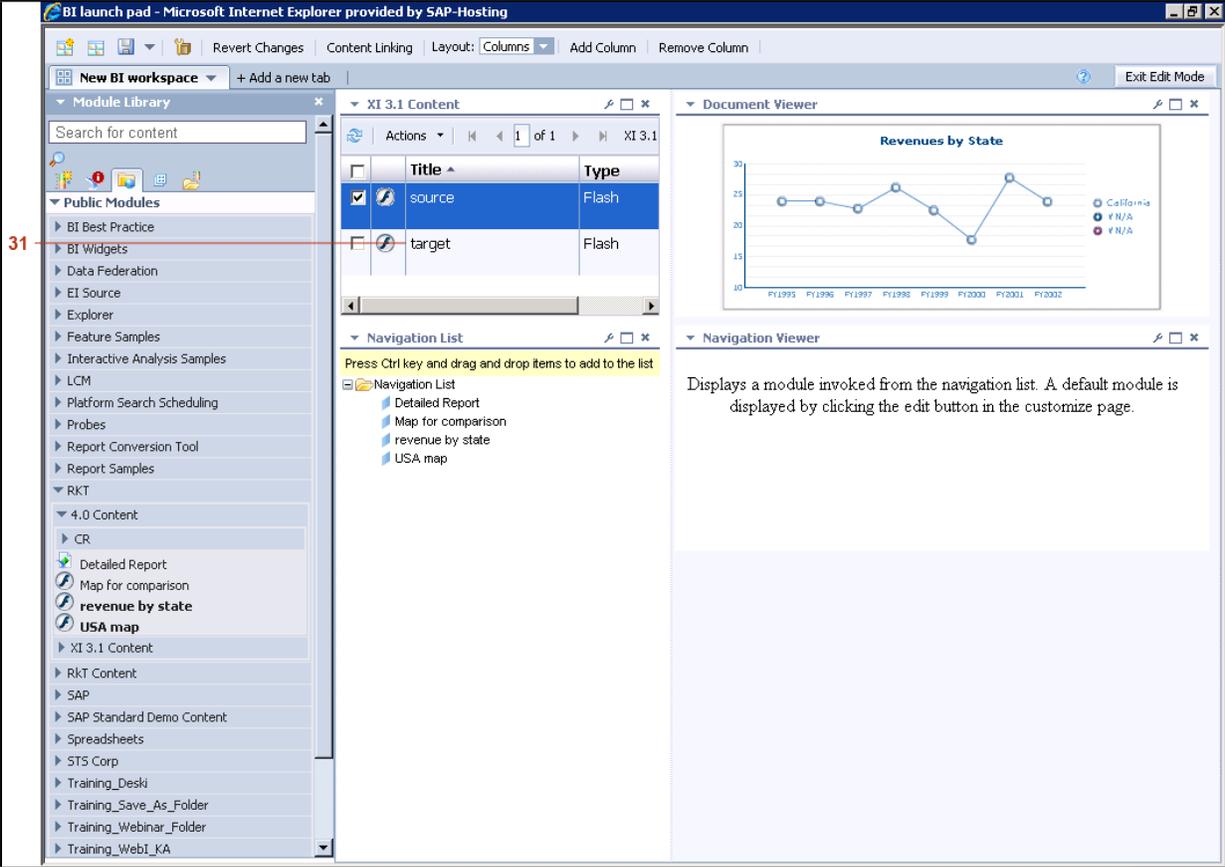
BI launch pad - Microsoft Internet Explorer provided by SAP-Hosting



30. Click **OK**.

Use a Navigation List on a BI Workspace

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



31. Double-click **target**.

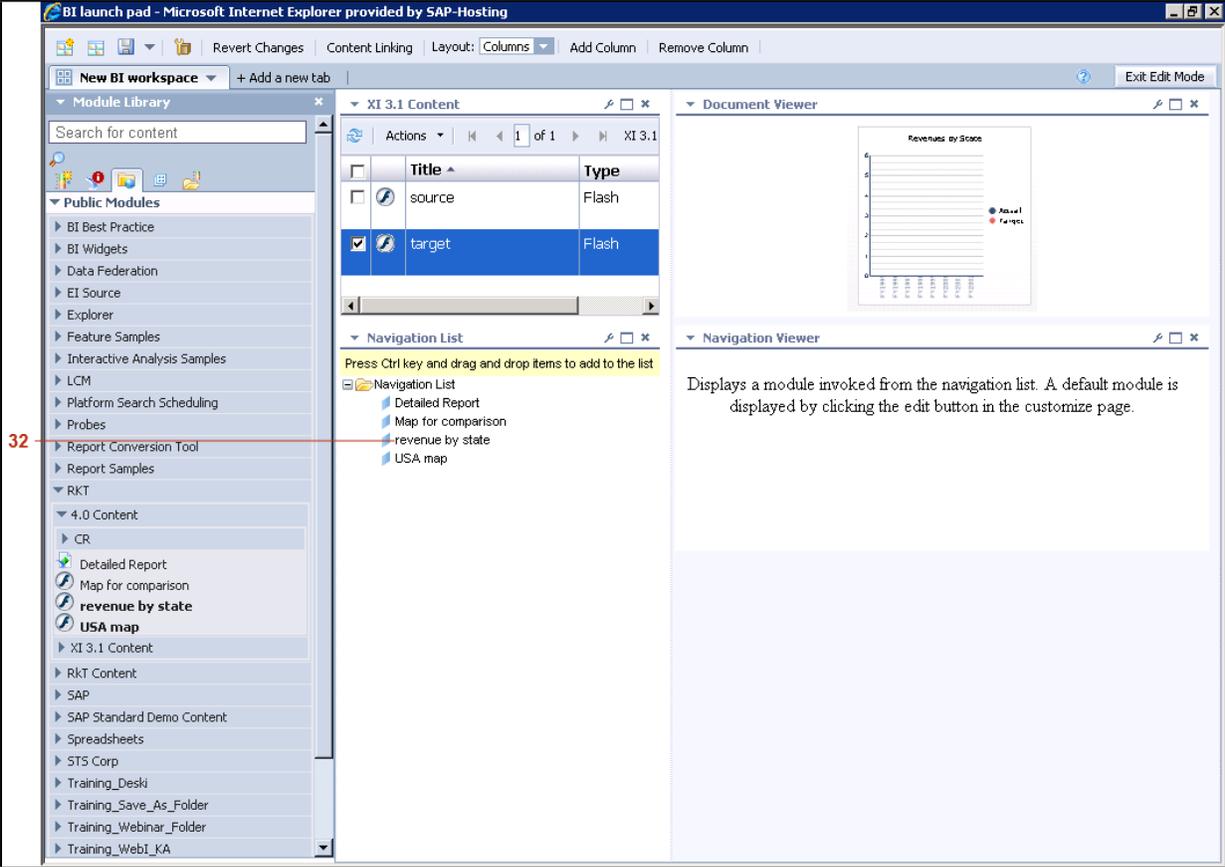


When you click on the object in the Document Explorer (target), it opens in the Document Viewer.

Test the Viewer.

Use a Navigation List on a BI Workspace

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



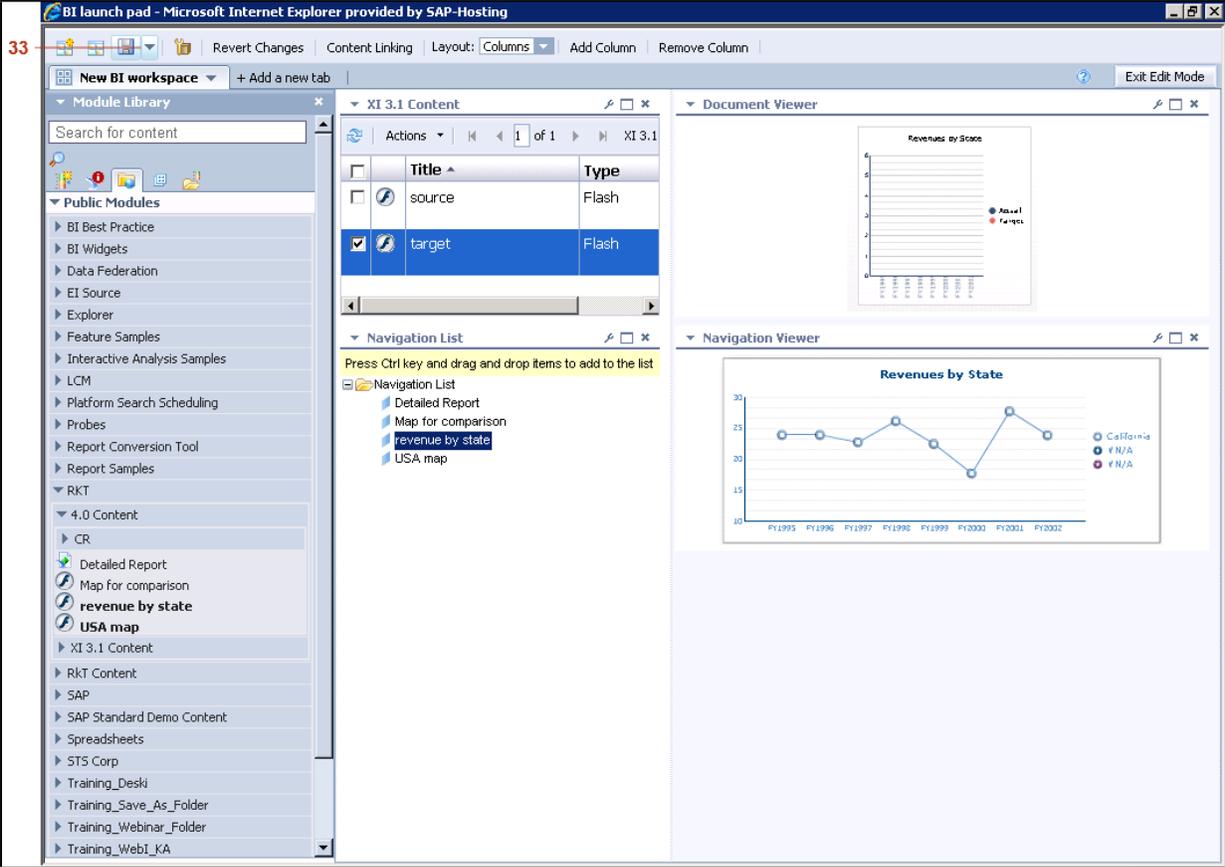
32. Click **revenue by state**.



When you click on a document from the Navigation List, it opens in the Navigation Viewer.

Use a Navigation List on a BI Workspace

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



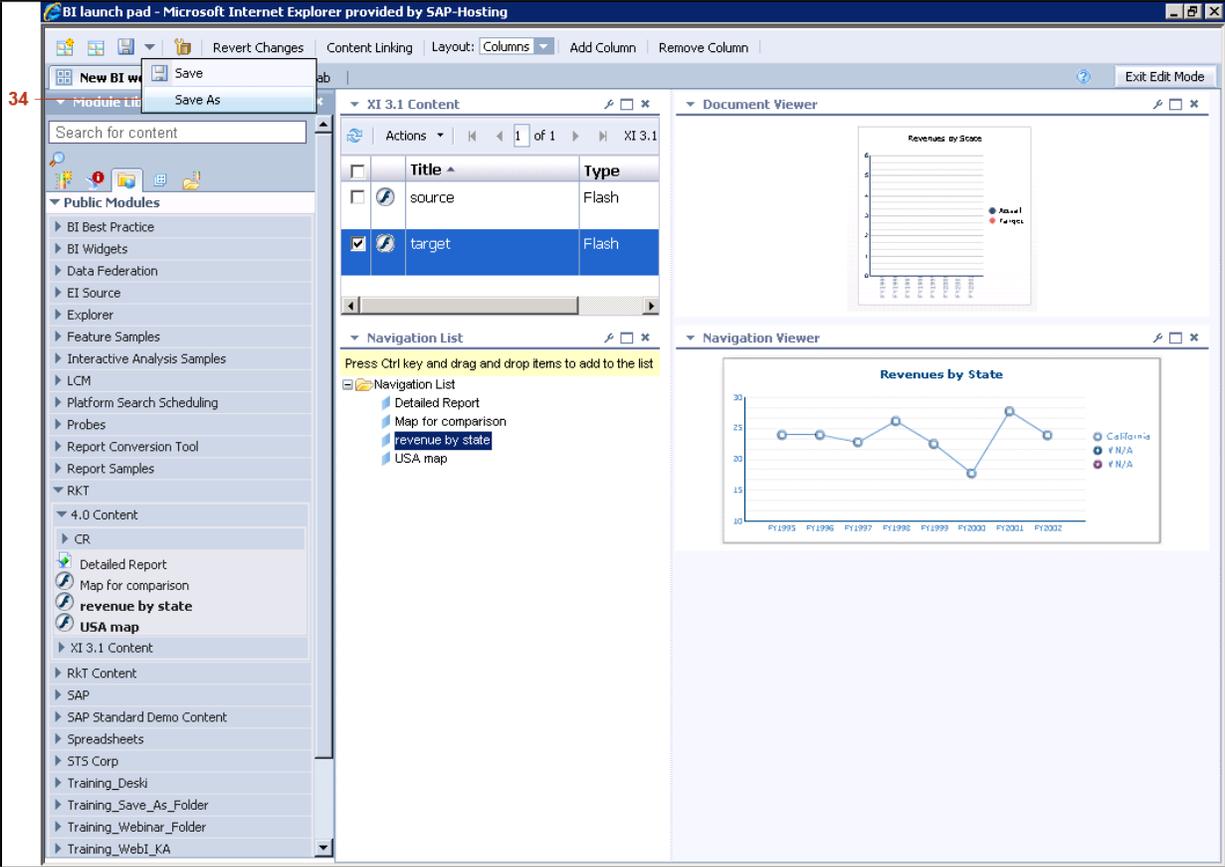
33. Click the arrow beside the **Save** box.



Save the BI workspace.

Use a Navigation List on a BI Workspace

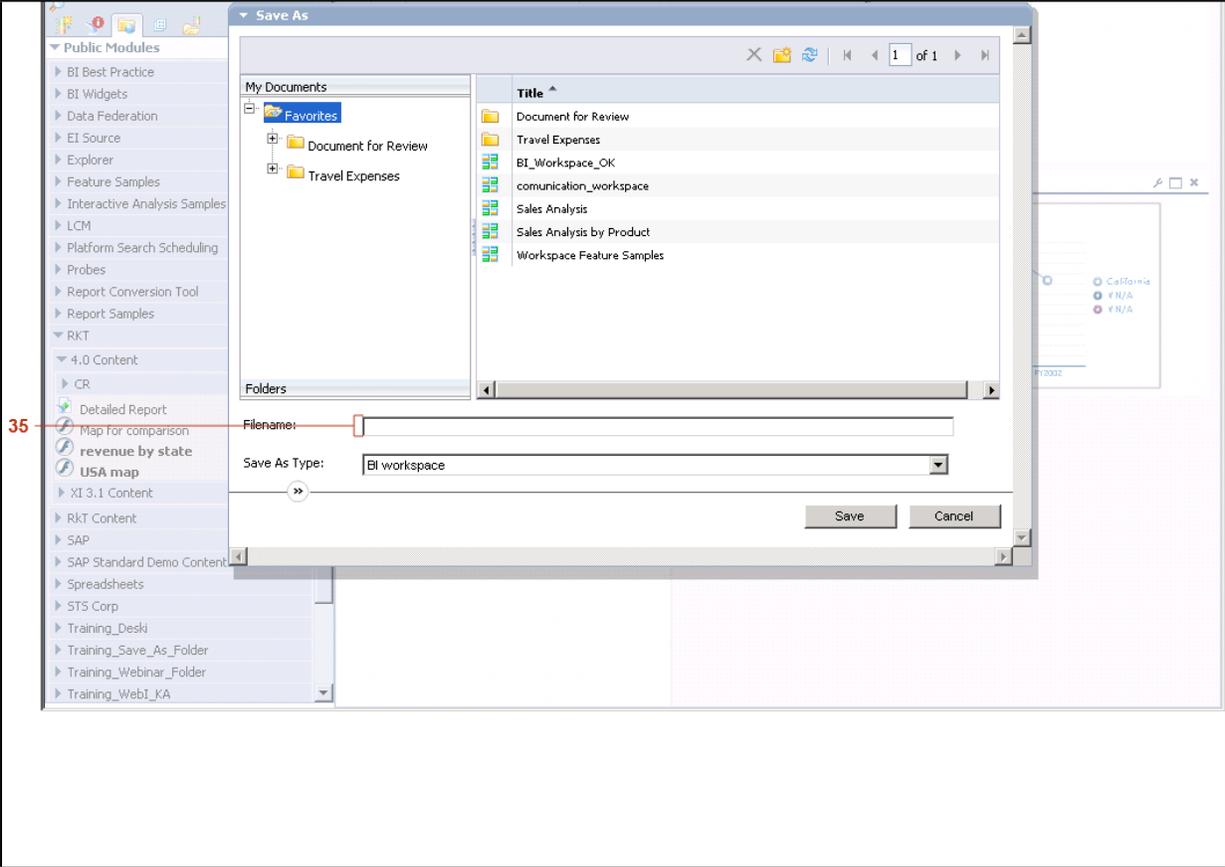
BI launch pad - Microsoft Internet Explorer provided by SAP-Hosting



34. Click **Save As**.

Use a Navigation List on a BI Workspace

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

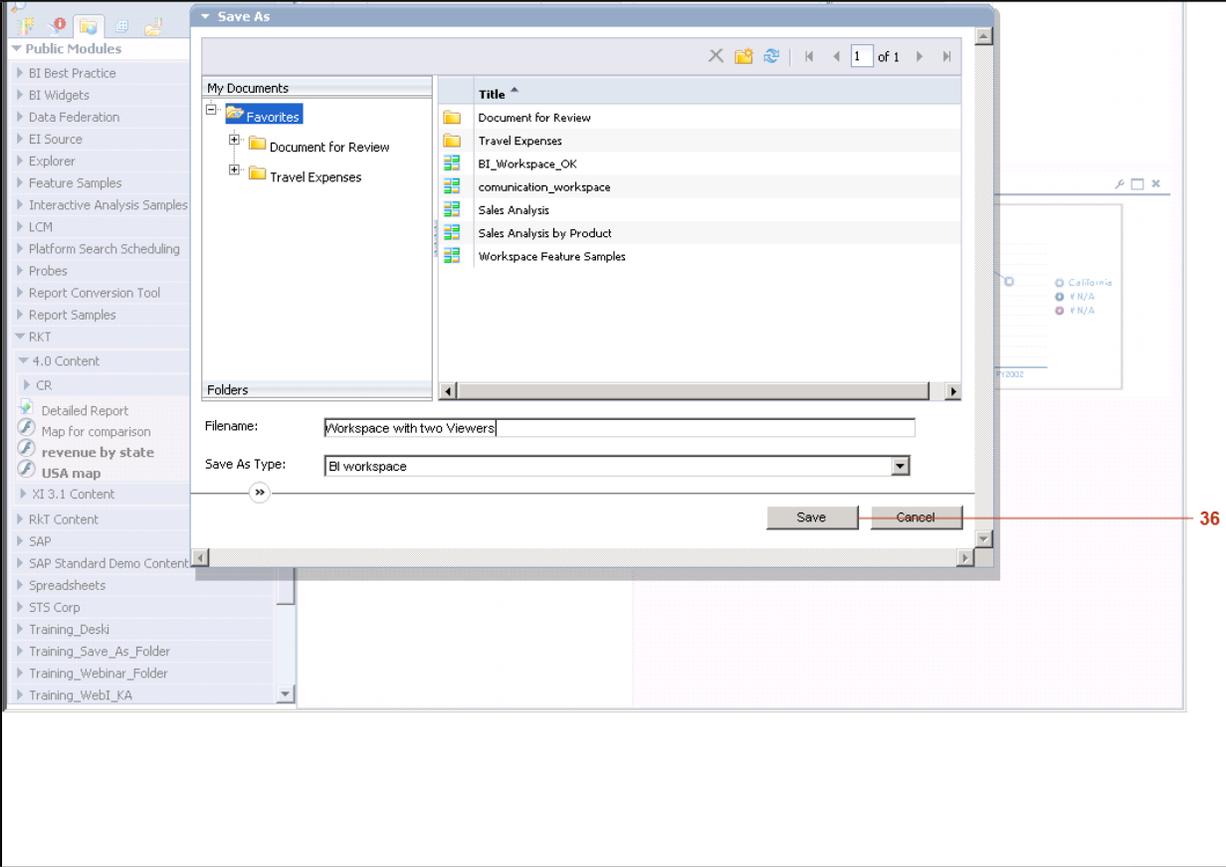


35. As required, complete/review the following fields:

| Field | Description |
|-----------|---|
| Filename: | Example: Workspace with two Viewers |

Use a Navigation List on a BI Workspace

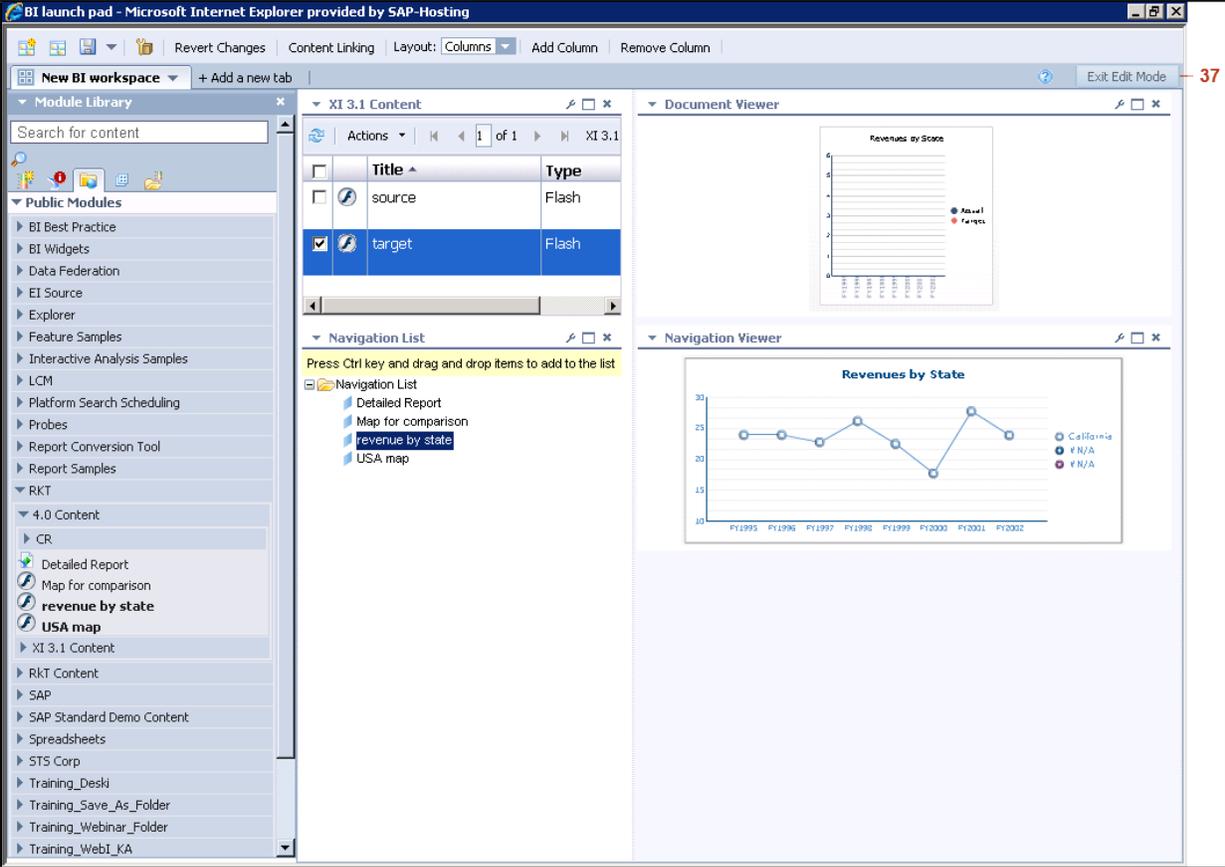
BI launch pad - Microsoft Internet Explorer provided by SAP-Hosting



36. Click **Save**.

Use a Navigation List on a BI Workspace

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



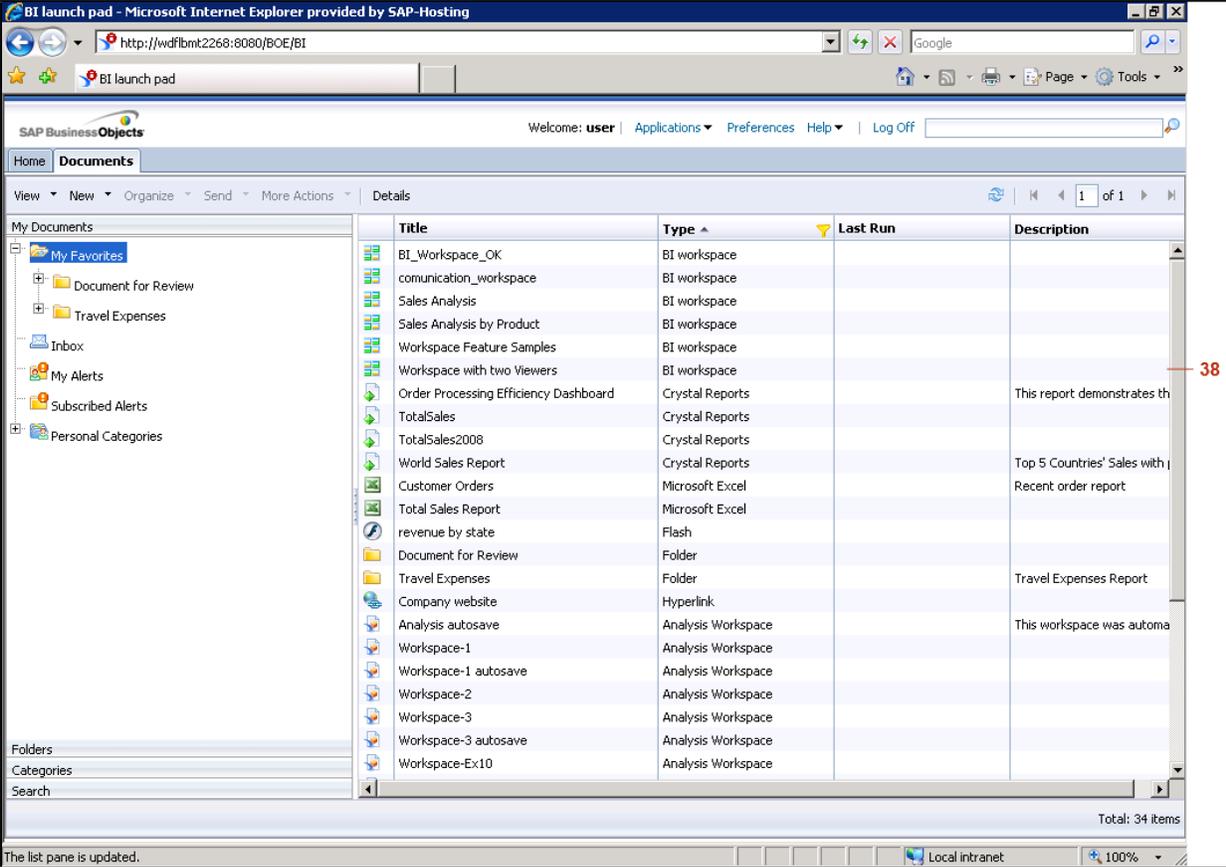
37. Click **Exit Edit Mode**.



The BI workspace is saved. Exit the Edit mode and open the BI workspace from BI launch pad.

Use a Navigation List on a BI Workspace

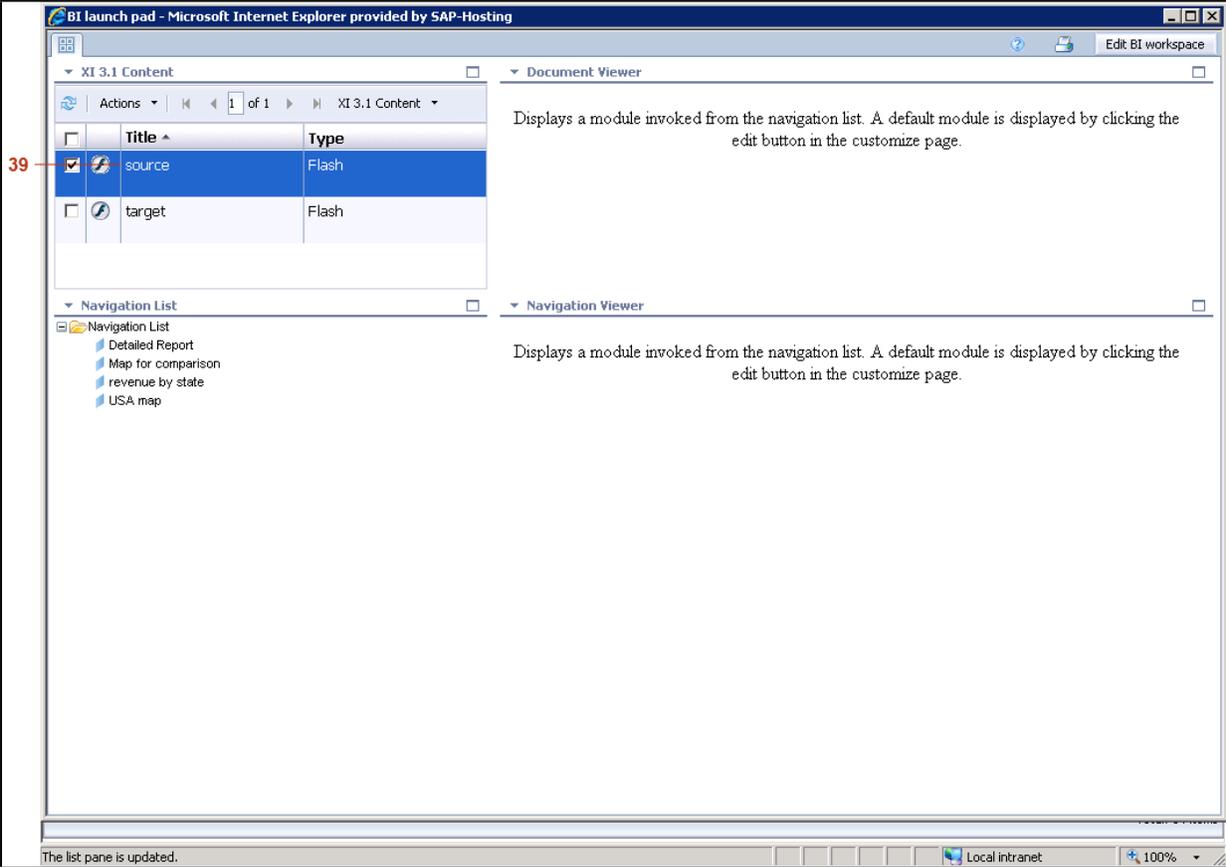
BI launch pad - Microsoft Internet Explorer provided by SAP-Hosting



38. Double-click **Workspace with two Viewers**.

Use a Navigation List on a BI Workspace

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



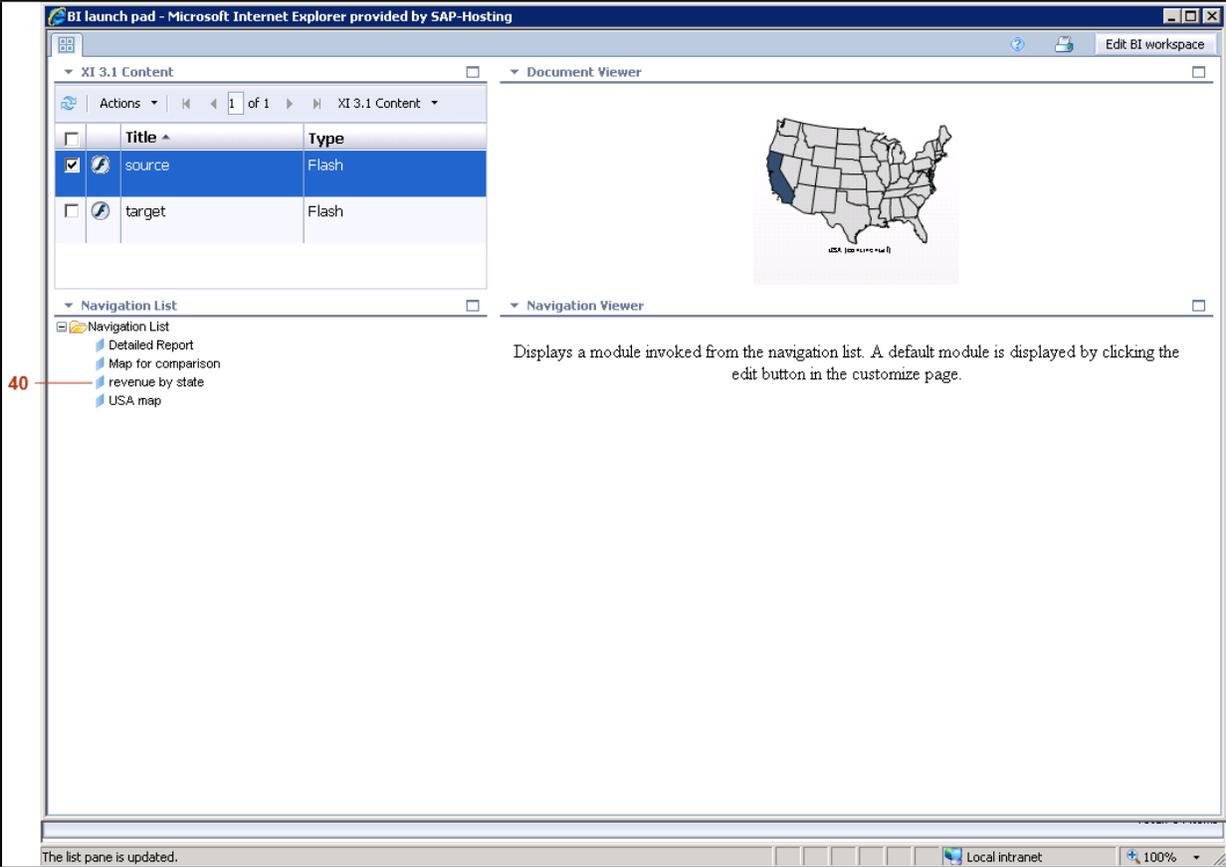
39. Double-click **source**.



Explore the new BI workspace.

Use a Navigation List on a BI Workspace

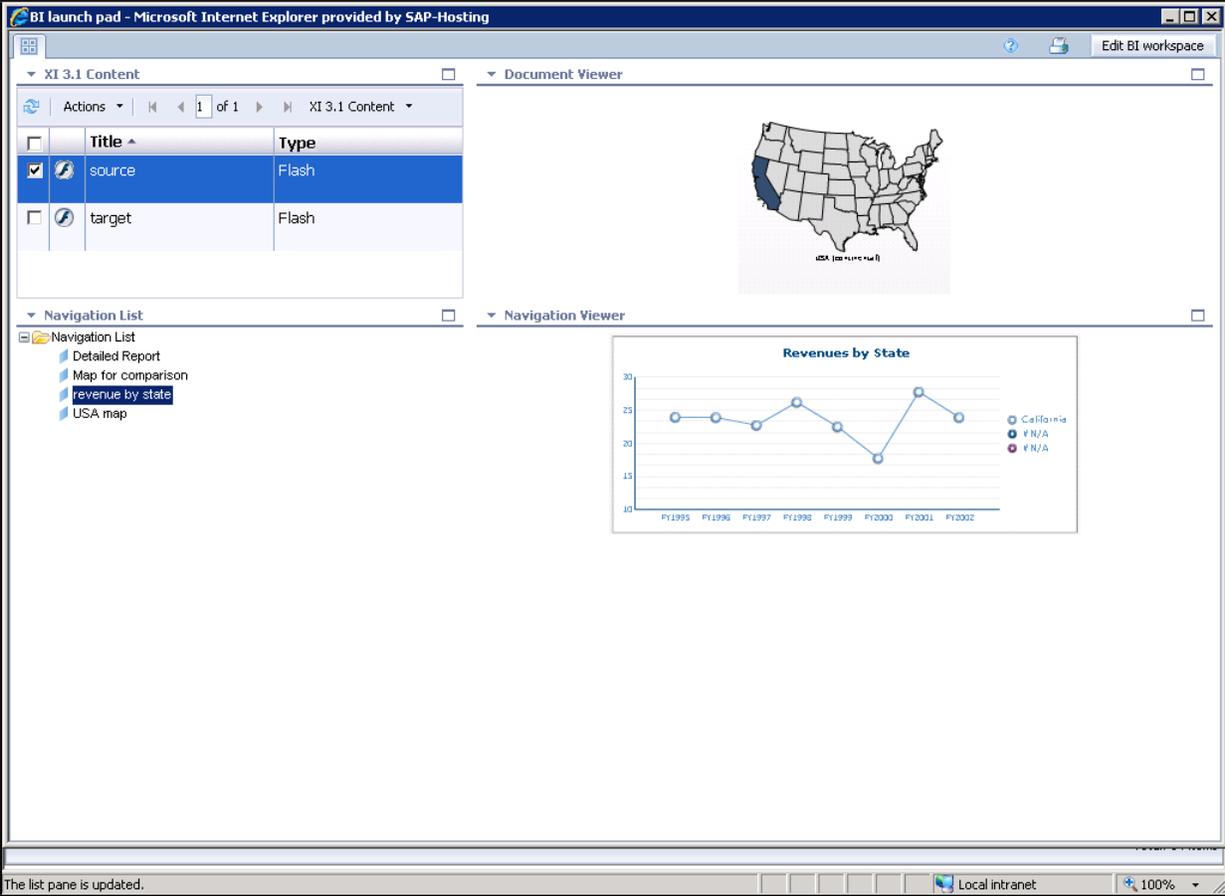
BI launch pad - Microsoft Internet Explorer provided by SAP-Hosting



40. Click **revenue by state**.

Use a Navigation List on a BI Workspace

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



41. Press any key or click anywhere to continue.



You have successfully built a BI workspace using communication between the Navigation List and Navigation Viewer and between Document Explorer and Document Viewer. Then, you saved the BI workspace.

Press any key or click anywhere to exit the activity.