

**BusinessObjects Administration**

**Course Number:** BO-110
**Duration:** 2 days

**Overview**

This SAP® BusinessObjectsTM Administration Training teaches attendees how to deploy and manage the SAP BusinessObjectsTM Enterprise 4.x application. Attendees learn how to configure the servers via the Central Management ConsoleTM, build a security model, secure objects and applications via Groups and Users, and more.

**Prerequisites**

No prior experience is presumed.

**Materials**

All BusinessObjects training students receive comprehensive courseware.

**Software Needed on Each Student PC**

Class files and instructions for setting them up on your BusinessObjects server are provided. All attendees and the instructor will need access to the server during the training.

**Objectives**

* Install and Deploy BusinessObjects Enterprise 4.x
* Manage all Content within the Enterprise
* Understand and Build Security Model
* Understand Group and Folder Inheritance
* Understand Rights and Inheritance Overrides
* Implement and Test Security Models
* Use Promotion Management
* Secure Universes, Connections and Web Services
* Maintain Authentication

**Outline**

* Enterprise Overview
	+ Understanding the Web Tier
	+ Understanding the Client Tier
	+ Understanding the Management and Storage Tiers
	+ Understanding the Processing and Data Tiers
	+ What is Server Intelligence
* Installation and Configuration
	+ Installing the Enterprise Product
	+ What is the Central Management Console
	+ Performing Initial Installation Tasks
	+ Configuring Servers
	+ Testing Configurations
* Developing a Security Model
	+ What is a Security Model?
	+ Ways to Create/Implement a Security Model
	+ What Objects and Application can be secured
	+ Understanding how to build a safe, simple and Secure Model
	+ Understanding Rights and Inheritance
	+ Understanding Access Levels
* Folder Management
	+ What folders are and how they are used
	+ How to create Folders and Subfolders
	+ Adding objects to folders
	+ Changing Object Properties
	+ Adding/Maintaining Instance Settings
	+ Understanding Top-Level Security
* User and Group Management
	+ Adding and Deleting Groups
	+ Creating Subgroups
	+ Adding and Deleting Enterprise Users
	+ Adding Users to Groups
* Universe, Connection and Web Services Security
	+ How to Secure Connections
	+ How to Create Connection Folders and Maintain connection locations
	+ How to Secure Universes
	+ How to Create Universe Folders and Maintain Universe locations
	+ Understanding how Universe Overloads (Security Profiles/Restrictions) affect the Security Model
	+ Securing Web Services
* Application Security
	+ The Enterprise Applications
	+ Understanding Security Rights for Application
	+ Granting Security Rights via Group Membership
* Implement and Test Security Model
	+ How to Implement Security Model
	+ How to Test the Security Implementation in a Step by Step Method
* Using Promotion Manager
	+ What Promotion Management
	+ How to Use Promotion Management to Export (backup) Information using lcmBIAR files
	+ How to Use Promotion Management to Import Information
* Events, Calendars, and Scheduling
	+ What Events are and How to Maintain them
	+ What Calendars are
	+ How to Create and Maintain Calendars
	+ How to Schedule Objects from the CMC
	+ Using Instance Manager to audit and maintain schedules
* Publications
	+ What Publications are
	+ Concepts of Publications
	+ How to Create and Maintain Publications
* Maintaining Authentication
	+ What Authentication is
	+ Difference between Authentication and Authorization
	+ How to Maintain Enterprise Authentication
	+ Other 3
* Class Discussion on Performance Improvements
	+ Application Processing Servers
	+ What Services utilize APS
	+ How to Clone the APS
	+ How to Create APS with Separate Specific Services
	+ Customizing access to Webi Features
* Conclusion