The following tutorials have been developed to help you get started using the Business Intelligence Suite products.

New content is added as it becomes available, so check back on a regular basis.

The video versions of these tutorials on YouTube include optional text captions that can be translated into a number of languages. Watch here to learn how.

### SAP BusinessObjects BI Platform 4.x

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#### BI 4.2 SP4 What’s New videos

- Fiorified BI Launch Pad Home [video]
- Organizing Content in the Fiorified BI Launch Pad [video]
- User settings in the Fiorified BI Launch Pad [video]
- Recycle Bin in the Fiorified BI Launch Pad [video]
- Assigning Server Group to User Group [video]
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- SMTP Enhancements [video]
- Virus Scan Interface [video]
- RESTful Web Service APIs [video]
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#### BI 4.2 SP3 What’s New videos

- CMS database driver: analyzing the CMS database to optimize performance [video]
- RESTful Web Services Overview [video]
- RESTful Web Services Document Management [video]
- RESTful Web Services Folder Management [video]
- Configuration of SAP HANA Database [video]
- Phase-Wise Installation [video]
RESTful Web Services Scheduling Part 1 video
RESTful Web Services Scheduling Part 2 video
Time Zone Information video
Web Application Deployment video
BI on Users and Sessions video
Exclusive Server Groups video
Mapping User Group to Server Group video

**BI 4.2 What’s New videos**

BI Administrators’ Cockpit video
Notification Alert_Admin Workflow video
Notification Alert_End User Workflow video
Recycle Bin video
Phase Wise Installation for full install video
Phase Wise Installation for update install video
REST API Publication_Adding Enterprise Users to Publication video
REST API Publication_Adding Report Document video
REST API Publication_Configuring BI Inbox Destination video
REST API Publication_Configuring Output Format video
REST API Publication_Creating New Publication video
REST API Publication_Deleting Publication video
REST API Publication_Getting Logon Token video
REST API Publication_Listing Page by Page video
REST API Publication_Listing Publication video
REST API Publication_Modify Publication video
REST API Publication_Publication List Destination video

**Information Design Tool**

**Key Concepts**

**NEW for 4.2 SP5** What's New in information design tool for SAP BusinessObjects BI platform 4.2 SP5 (5:13) (video)

What's New in information design tool for SAP BusinessObjects BI platform 4.2 SP4 (1:31) (video)

What's New in information design tool for SAP BusinessObjects BI platform 4.2 SP3 (5:14) (video)

What's New in SAP BusinessObjects Information Design Tool 4.1 (5:50) interactive / video

What's new in SAP BusinessObjects information design tool 4.0 Feature Pack 3 (5:14) interactive / video

Concept: Navigate the interface (6:50) interactive / video

Concept: Create a universe (2:27) interactive / video

Concept: Create a multisource-enabled universe (3:23) interactive / video

Concept: Create joins (4:08) interactive / video
**Concept:** Compare the information design tool to the universe design tool

### Getting Started

- Create a universe using the Universe Wizard (2:17) interactive / video
- Use a cheat sheet to create a universe (4:57) interactive / video
- Create a project (0:56) interactive / video
- Create a connection to a relational database (2:02) interactive / video
- Create a data foundation based on a single source relational database (2:35) interactive / video
- Create a business layer based on a single relational data source (1:33) interactive / video
- Publish a new universe file based on a single data source (2:33) interactive / video
- Retrieve a universe from a repository location (1:49) interactive / video
- Open a local project (1:29) interactive / video
- Delete a local project (1:58) interactive / video
- Convert a repository universe from a UNV to a UNX (4:04) interactive / video
- Convert a local universe from a UNV to a UNX (3:01) interactive / video

### Connecting to Data Sources

- Create a connection shortcut (1:58) interactive / video
- View and filter data source values in the connection editor (2:00) interactive / video
- Create a connection to an OLAP data source (1:30) interactive / video
- Create an OLAP connection to SAP BW using BICS (2:32) interactive / video
- Create a relational connection to an SAP NetWeaver BW InfoProvider (2:07) interactive / video
- Create a relational connection to SQL Server using OLEDB providers (2:13) interactive / video
- Create a relational connection to an Excel spreadsheet or text file using ODBC drivers (2:38) interactive / video
- Create a relational connection to an SAP ERP data source (1:45) interactive / video
- Create an OLAP connection to an Oracle Essbase data source (1:39) interactive / video
- Create a connection to an OData data source (1:32) interactive / video
- Create an OLAP connection to an SAP HANA view (1:11) interactive / video

### Building the Structure of a Universe

- Arrange tables in a data foundation (1:52) interactive / video
- View table values in a data foundation (1:11) interactive / video
- View values from multiple tables in a data foundation (1:31) interactive / video
- Filter table values in a data foundation (2:02) interactive / video
- Filter values from multiple tables in a data foundation (2:49) interactive / video
- Apply a wildcard to filter table values in a data foundation (2:14) interactive / video
- Apply a wildcard to filter values from multiple tables in a data foundation (2:22) interactive / video
- Sort and re-order table columns in a data foundation (1:14) interactive / video
- Edit table values in a data foundation (2:06) interactive / video
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**Working with Sets**

**NEW for 4.2 SP5** What's New in Sets: SAP BusinessObjects Information Design Tool 4.2 SP5 (4:03) video

What's New in Sets: SAP BusinessObjects Information Design Tool 4.2 SP4 (2:46) video

Sets: How to create and retrieve a set container video 1

Sets: How to create a static set video 2

Sets: How to create a temporal set video 3

**Creating the Business Layer of a Universe**

BEx queries: How to create a BEx query business layer video

Create business layer folders (1:49) interactive / video

Create business layer subfolders (1:58) interactive / video

Create a business layer folder and objects automatically from a table (1:47) interactive / video

Create a business layer subfolder and objects automatically from a table (1:53) interactive / video

Create dimension objects automatically from a table (2:08) interactive / video

Create a dimension (1:42) interactive / video

Create an attribute (1:30) interactive / video

Create a measure (2:27) interactive / video

Hide folders and objects in a business layer (1:34) interactive / video

Organize folders and subfolders in a business layer (2:18) interactive / video

View table and object dependencies (1:33) interactive / video

Create a custom navigation path (2:39) interactive / video

Create a dimensional business layer from an OLAP data source (1:44) interactive / video

Copy and paste folders and objects in a business layer (1:49) interactive / video
### Filtering Data in Objects

Create a pre-defined native filter (2:09) [interactive / video](#)

Create a pre-defined business filter (2:05) [interactive / video](#)

Create a pre-defined native filter using multiple objects (2:46) [interactive / video](#)

Create a pre-defined business filter using multiple objects (2:52) [interactive / video](#)

### Working with Derived Tables

Create a derived table based on an existing table in a data foundation (3:09) [interactive / video](#)

Create a derived table using the SQL Builder (3:03) [interactive / video](#)

Merge tables in a data foundation (1:48) [interactive / video](#)

### Visualizing Data in a Universe

Run a business layer query (2:06) [interactive / video](#)

Edit a business layer query (3:14) [interactive / video](#)

Run a business layer query with pre-defined filters (3:23) [interactive / video](#)

Profile column values in a chart (1:53) [interactive / video](#)

### Connecting to SAP HANA

Create a relational connection to SAP HANA (2:54) [interactive / video](#)

Create a data foundation based on an SAP HANA view (3:45) [interactive / video](#)

Create a business layer for a data foundation based on an SAP HANA view (6:45) [interactive / video](#)

Create a data foundation based on SAP HANA tables (5:33) [interactive / video](#)

Create a business layer for a data foundation based on SAP HANA tables (4:43) [interactive / video](#)

Modify parameters to optimize an SAP HANA universe (2:57) [interactive / video](#)

Create a relational connection to SAP HANA in the repository (3:22) [interactive / video](#)

Create a relational connection to SAP HANA (2:34) [interactive / video](#)

Create a data foundation based on an SAP HANA view (3:28) [interactive / video](#)

Create a business layer for a data foundation based on an SAP HANA view (4:42) [interactive / video](#)

Create a data foundation based on SAP HANA tables (4:52) [interactive / video](#)

Create a business layer for a data foundation based on SAP HANA tables (4:55) [interactive / video](#)

Modify parameters to optimize an SAP HANA universe (2:33) [interactive / video](#)

Create a relational connection to SAP HANA in the repository (3:09) [interactive / video](#)

### Building a Multi-Source Universe

Create a data foundation based on multiple MS Access connections (3:55) [interactive / video](#)

Create a data foundation based on multiple RDBMS connections (4:06) [interactive / video](#)

Add a connection to an existing multisource-enabled data foundation (2:32) [interactive / video](#)

Create calculated columns in a multisource-enabled data foundation (5:08) [interactive / video](#)

View values from multiple tables in a multisource data foundation (1:56) [interactive / video](#)
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Create a business security profile for filtered data (3:50) interactive / video
Create a business security profile for display data (3:37) interactive / video
Assign security profiles to users (7:41) interactive / video
Assign security profiles to a group (3:08) interactive / video

### Managing and Deploying Universes

- Identify local dependencies between universe resources (2:38) interactive / video
- Run an integrity check on a universe (3:31) interactive / video
- Insert a comment box in a data foundation view (1:35) interactive / video
- Apply color to tables that share the same information (2:58) interactive / video
- Organize a business layer with business layer views (1:32) interactive / video
- Create a custom data foundation view (2:19) interactive / video
- Create a custom data foundation view based on a selection of tables (2:06) interactive / video

### Interacting with the BI Platform

- Open a session to a CMS system (2:02) interactive / video
- Close, re-open, and delete a CMS session (1:55) Interactive / video
- Create a shared project (1:17) interactive / video
- Rename a shared project (1:46) interactive / video
- Synchronize a project (2:19) interactive / video
- Lock and unlock a shared resource (3:01) interactive / video
- Retrieve shared resource changes from the server (2:16) interactive / video
- Delete a shared project (1:35) interactive / video

To view the full IDT 4.0 playlist on Youtube, click here.
### Dashboards
- View an Analysis, edition for OLAP workspace
- View a dashboard when the query result is in the cache
- View a dashboard when the query result is not in the cache
- Design a new dashboard based on a universe
- Preview a new dashboard based on a universe
- Save a new dashboard to the platform

### Upgrade Management Tool
- Upgrade content directly from an older version of the platform
- Perform a complete upgrade
- Perform an incremental upgrade

### Lifecycle Management
- Create a promotion job to promote content from a live source system to a live destination system

### Promotion Management Wizard
- **NEW for 4.2 SP5** How to export objects: full content scenario
- **NEW for 4.2 SP5** How to export objects: selective content scenario

### Other Links
- To view eLearning for the rest of the Business Intelligence Suite, go to sap.com/LearnBI.
- To submit and vote on ideas for enhancements to this product, click here.