

Hendon, Josh

From: Enterprise Data & Analytics
Sent: Monday, August 10, 2026 8:42 AM
To: Cognos Users; Cognos Exec Leadership
Cc: AT EDA All Staff
Subject: Cognos Updates - August 2026

Hello ISU Cognos Users!

Please check out our *News and Alerts*, *Training Options*, *Tip of the Month*, *Report Spotlight*, and *Production Releases* below.

News and Alerts

Start-of-Semester Data Refresh Reminder

As the Fall semester gets underway, please remember that Cognos data is **updated overnight**.

Because of this, changes made in Campus Solutions today may not appear in Cognos reports until the following day. This is especially important to keep in mind when reviewing enrollment, class rosters, waitlists, or other information that can change frequently at the beginning of the semester.

For the most accurate results, consider the overnight refresh schedule when using Cognos data for time-sensitive decisions.

Training Options

Here is our schedule of upcoming training dates:

Cognos Beginner Training Schedule	Wednesday, August 12 th		2:00-3:00
	Wednesday, September 9 th		1:00-2:00
	Sign-up for Cognos Beginner Training		
Budget Center Training Schedule	Tuesday, August 11 th		9:00-10:30
	Tuesday, September 8 th		9:00-10:30
	Sign-up for Budget Center Training		

Tip of the Month

Check Your Recent Reports

Cognos keeps track of reports you have opened recently, making it easier to return to something you were working with without searching for it again.

You can find your recent activity from the **Recents** area in Cognos. This is especially helpful when you remember running a report recently but do not remember its exact name or folder location.

If a report in **Recents** no longer opens correctly, try locating the report again through **Team Content** or **Search**, since reports may occasionally be moved or updated.

Report Spotlight

Report Name: Class Enrollment - Totals

Navigation Path: Team Content > Student Records > Reports

Description: Class enrollment and capacity totals for all classes by Subject with the ability to filter by specific class attributes. Total count includes students who withdrew from the class after Census date.

Impact: This report is especially useful at the beginning of the semester for reviewing how classes are filling, identifying sections that may be nearing capacity, and getting a quick view of enrollment across courses.

Production Releases

	Report Name	Team Content Navigation Path	Summary
Updated	Unit Dashboard	Budget Center > Dashboards	Fixed an error in the Foundation tab of the Unit dashboard.
	Instructor - Instructor Schedule	Student Records > Instructor	Updated the report to reflect the latest changes from the source report (Instructor Schedule). Updates include Accessibility improvements and adding a GA Indicator field.
	Hope Chicago - Enrolled Students	Student Records > Hope Chicago	Added the 'Admitted CIP Code' field to the report. Also added the 'Cumulative Transfer Total Adjusted Units' field and combined the transfer and non-transfer hours into a new field. Also removed the 'Cumulative Total Earned Credits' field on the report.
	Plans and Subplans - Active	Student Records > Reports	Updated the report to include active plans that do not have an associated active subplan. Previously, these plans were excluded from the results.

Should you encounter any challenges with Cognos, please don't hesitate to contact our team directly at eda@ilstu.edu. We’re here to assist you!

Thank you,

EDA Team