

## Enterprise Data & Analytics

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**From:** Enterprise Data & Analytics  
**Sent:** Thursday, June 5, 2025 5:29 PM  
**To:** Cognos Users  
**Cc:** AT EDA All Staff  
**Subject:** Cognos Updates - June 2025

Hello Cognos Users!

Please check out our *Training Options*, *Tip of the Month*, *Report Spotlight*, and *Production Releases* from last month below.

### Training Options

Here is our schedule of upcoming training dates:

Student Records Training Schedule	Wednesday, June 11 <sup>th</sup>	10:30-12:00
	Wednesday, July 9 <sup>th</sup>	10:30-12:00
	Wednesday, August 13 <sup>th</sup>	10:30-12:00
	<a href="#">Sign-up for Cognos - Student Records Training</a>	
Budget Center Training Schedule	Tuesday, June 10 <sup>th</sup>	9:00-10:30
	Tuesday, July 8 <sup>th</sup>	9:00-10:30
	Tuesday, August 12 <sup>th</sup>	9:00-10:30
	<a href="#">Sign-up for Cognos - Budget Center Training</a>	

### Tip of the Month

It's easier than ever to manage your Cognos report deliveries. Go to **"My Schedules and Subscriptions"** (click your user icon in the top right > *My Schedules and Subscriptions*) to:

- View all your active report schedules in one place
- Identify and clean up outdated or suspended subscriptions
- Quickly pause, edit, or delete schedules without hunting down the original reports

Stay on top of your automated reports and keep your inbox clutter-free!

### Report Spotlight

Report name: **Verify Student Standing and GPA**

Navigation path: Student Records > Reports

Description: Displays students who were enrolled in the Term(s) selected and have not graduated. Contains student information such as Academic Standing and GPA.

**Production Releases**

	<b>Report Name</b>	<b>Team Content Navigation Path</b>	<b>Summary</b>
	Cayuse Awards	Cayuse > Reports	Added the F&A Rate field to the report.
	Graduation Application Trends	Student Records > Reports	Compares graduation checkout status by college and term for up to five years based on a point in time that is either the first or fifteenth of the month based on the current date. For example, on January 3, it would look at data from January 1st up to five years back on the January 1st date. It also includes a page with the current checkout status.
	Historical Expenses by Fund	Budget Center > Reports > Historical Expense by Fund	This report provides total expenditure data (operating and personnel) in table format by expenditure type and fiscal year (FY15 to present). Tabs are provided for All Funds Total and for each fund individually. The Total by Fund tab provides total expenditure data in table format by fiscal year (FY15 to present) and fund type (General Revenue, Agency, etc.) Prompts are provided to run the data by Division, Level, and Unit.
Updated	Class Offerings	Budget Center > Reports > Course Budget	Copied the report from the Student Records folder to the Course Budgets folder.

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

Thank you,

EDA Team