Hendon, Josh

From: Smiser, Brian
Sent: Tuesday, November 10, 2026 12:11 PM
To: Cognos Users; Cognos Exec Leadership
Cc: AT EDA All Staff
Subject: Cognos Updates - November 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

Keep Your Cognos Reports Running Smoothly

As we continue making improvements to Cognos reports, please note that report updates can negatively affect your "Recent" links and scheduled subscriptions. We encourage users to review the *Production Releases* section below to identify any of your commonly used reports that may be affected. If you encounter a "Recent" link that no longer opens, try accessing the report directly through Team Content. This will fix your "Recent" link. If you find you have a subscription that is no longer being sent, you'll want to establish a new subscription.

Please contact eda@ilstu.edu or create a ticket should you require assistance.

Training Options

Here is our schedule of upcoming training dates:

Cognos Beginner Training Schedule	Wednesday, December 9th	1:30-2:30
	Wednesday, January 13th	1:30-2:30
	Sign-up for Cognos Beginner Training	
Budget Center Training Schedule	Tuesday, December 8th	9:00-10:30
	Tuesday, January 12th	9:00-10:30
	Sign-up for Budget Center Training	

Tip of the Month

Viewing Report Details Before Running

Did you know you can view information about a Cognos report before opening it?

In Team Content, locate a report and select the **More** menu (three dots), then choose **Properties**.

The Properties panel provides information about the report, including its location, description, and other details. This can be helpful when determining whether a report meets your needs.

Report Spotlight

Report Name: Multiple Funds - Summary

Navigation Path: Team Content > Budget Center > Reports > Multiple Funds Summary

Description: Financial data summarized at the unit level for budgets, expenditures, encumbrances, and available balances, including revenues and cash balances as applicable, for the fiscal year selected. Funds included in the report are General Revenue, Agency, Grants and Contracts, Lab Schools, Bond Revenue, Foundation and Service.

Production Releases

	Report Name	Team Content Navigation Path	Summary
Updated	Course Catalog - List Format	Student Records > Reports	Updated report to improve accessibility.
	Course Enrollment Trends	Student Records > Reports	Updated report to improve accessibility.
	Courses Not Taken - Active Students	Student Records > Reports	Updated report to improve accessibility.
	Dean's List	Student Records > Reports	Updated report to improve accessibility.
	Department Schedules	Student Records > Reports	Updated report to improve accessibility.
	Grade Distribution - Class Section Totals	Student Records > Reports	Updated report to improve accessibility.
	Grade Distribution - Course Totals	Student Records > Reports	Updated report to improve accessibility.
	Plan Roster - Active - Major GPA	Student Records > Reports	Updated report to improve accessibility.
	Student Courses	Student Records > Reports	Updated report to improve accessibility.
	Student Courses - Pass/NoPass	Student Records > Reports	Updated report to improve accessibility.
	Student Group Membership	Student Records > Reports	Updated report to improve accessibility.
	Student Group Membership History	Student Records > Reports	Updated report to improve accessibility.
	Students EDF Status	Admissions > Reports	Updated report to improve accessibility.
	Admission Progression - Undergraduate	Admissions > Reports	Updated report to improve accessibility.
	FA Teach Grant	Financial Aid > Reports	Updated report to improve accessibility.
	Scholarships and Waivers	Financial Aid > Reports	Updated report to improve accessibility.
	University Revenue and Expense Dashboard	Budget Center > Dashboards	Removed the Unit filter on the Expense visual on the Bond R&R tab.
	BR Personnel - Budget Summary	Budget Center > Reports > Bond Revenue > Direct Access to Reports > Personnel	Removed limit on rows per page so that all records will export to Excel on a single tab.
	Interim Grades Early Alert - All	Student Records > Restricted	Updated report to improve accessibility.

	Interim Grades Early Alert Submission Status By College and Department	Student Records > Restricted	Updated report to improve accessibility.
	Interim Grades Early Alert Submission Status By Instructor	Student Records > Restricted	Updated report to improve accessibility.
	Interim Grades Progress Report - All	Student Records > Restricted	Updated report to improve accessibility.
	Interim Grades Progress Report Submission Status By College and Department	Student Records > Restricted	Updated report to improve accessibility.
	Interim Grades Progress Report Submission Status By Instructor	Student Records > Restricted	Updated report to improve accessibility.
	Student Plan Changes	Student Records > Reports	Updated report to improve accessibility.
	Content Test Scores	Teacher Ed > Reports	Updated report to improve accessibility.
	Placement Details by Term	Teacher Ed > Reports	Updated report to improve accessibility.
	AEF - All Details	Budget Center > Reports >AEF	Renamed Revenue and Transfers tab to Revenue and Cash Transfers. Added column Object type to Revenue and Cash Transfers tab.
	Active Students - Not Enrolled	Student Registration -> Reports	Updated report to improve accessibility.
	Registration Block Details	Student Registration -> Reports	Updated report to improve accessibility.
	Registration List by Advisor Self Service	Student Registration -> Reports	Updated report to improve accessibility.
	Registration Block by Advisor Self Service	Student Registration -> Reports	Updated report to improve accessibility.
	Registration List Details	Student Registration -> Reports	Updated report to improve accessibility.
	International Registration List	Student Registration -> Restricted	Updated report to improve accessibility.
	Registration Block with Advisor Self Service	Student Registration > Reports > Admin	Rebuilt the report to improve performance
	List of Academic Appointments	HR Contract Data > Reports	Updated report to improve accessibility.
	List of Academic Appointments - Max Effective Dated	HR Contract Data > Reports	Updated report to improve accessibility.
	List of Non Academic Appointments	HR Contract Data > Reports	Updated report to improve accessibility.
	Student Test Results	Student Records > Reports	Updated report to improve accessibility.

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!

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