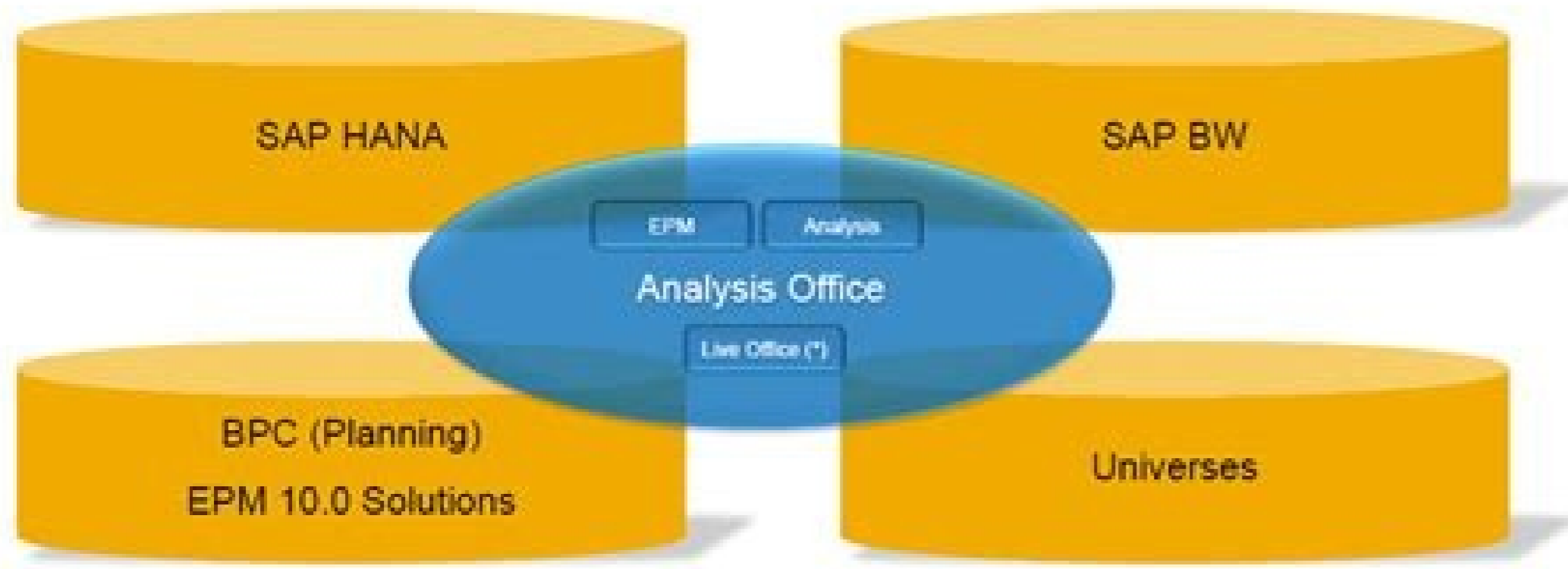


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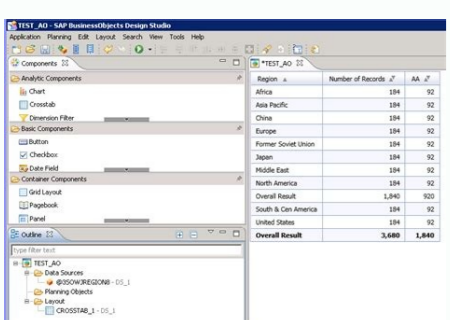
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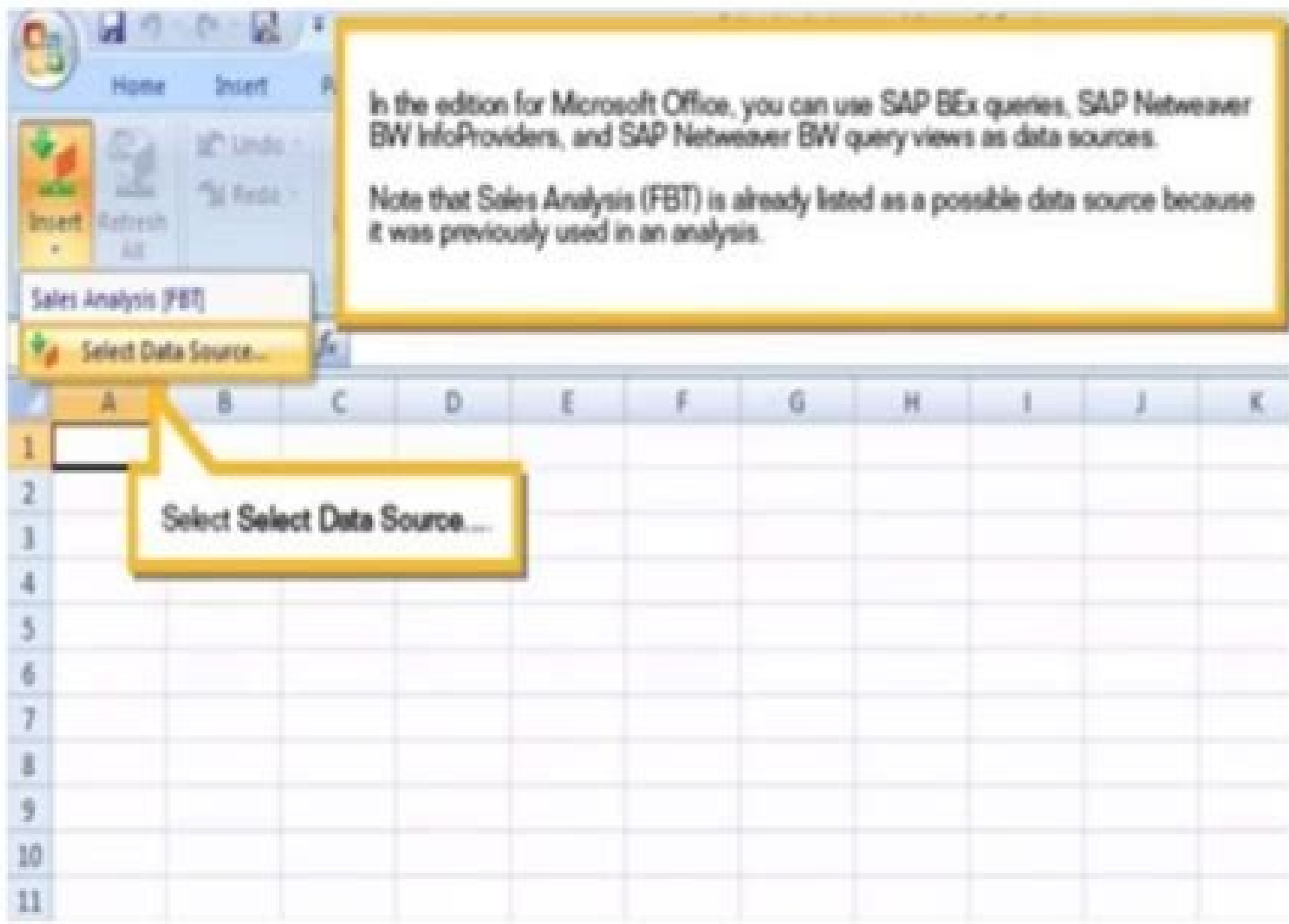
# SAP BI Analysis Office — a Practical Guide

- ▶ Installation and prerequisites
- ▶ Analysis Excel pivot, ribbon, and context menus explained
- ▶ Enhanced reporting with API and Visual Basic (VBA)
- ▶ Comparison of Analysis Office AO and BEx

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# Insert a data source directly from BW



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Skip to end of metadata Created by Isabella Leuschner, last modified on Jul 04, 2018 Go to start of metadata {{version.launchpadLink.title}} Show {{itemsPerPageOption}} entries SAP Analysis for Microsoft Office is a Microsoft Office add-in that allows multidimensional analysis of OLAP sources with Microsoft Excel and Microsoft PowerPoint. It consists of the following components: Analysis Add-in including the Analysis plug-in and the Business Planning and Consolidation plug-in Enterprise Performance Management Add-in The add-ins include versions for Microsoft Excel and Microsoft PowerPoint. They can be installed in one common installation. After the installation, the Analysis plug-in and the Enterprise Performance Management (EPM) add-in are available as separate tabs in the ribbon. The Business Planning and Consolidation plug-in is available in the interface as a pane named Activity. Analysis allows multidimensional analysis of OLAP sources in Microsoft Excel, MS Excel workbook application design, and intuitive creation of BI presentations with MS PowerPoint. It is available for the following Microsoft Office versions: Office 365 (Excel and PowerPoint) Microsoft Office 2019 (Excel and PowerPoint) Microsoft Office 2016 (Excel and PowerPoint) In Microsoft Excel, the Analysis plug-in is available in two separate tabs in the ribbon: Analysis and Analysis Design. In Microsoft PowerPoint, it is available in one tab: Analysis. In the Analysis plug-in, you can use SAP BW data sources from the BI platform or a BW system, SAP Analytics Cloud models, and SAP HANA data sources. The data is displayed in the workbook in crosstabs. You can insert multiple crosstabs in a workbook with data from different sources and systems. If additional users use the workbook, it is also helpful to add info fields with information on the data source and filter status. Using the design panel, you can analyze the data and change the view on the displayed data. You can add and remove dimensions and measures to be displayed easily with drag and drop. To avoid single refreshes after each step, you can pause the refresh to build a crosstab. After ending the pause, all changes are applied at once. You can refine your analysis using conditional formatting, filter, prompting, calculations and display hierarchies. You can also add charts to your analysis. If you want to keep a status of your navigation, you can save it as an analysis view. Other users can then reuse your analysis. For a more sophisticated workbook design, the Analysis plug-in contains a dedicated set of functions in Microsoft Excel to access data and meta data of connected systems. There are also some API functions available that you can use with the Visual Basic Editor to filter data and set values for variables. You can also plan business data based on the current data in your data source. You can enter the planning data manually and enter planning data automatically using planning functions and planning sequences of SAP BW Integrated Planning. The Analysis plug-in must be installed on your local machine. You can connect directly to an SAP BW system or connect via a platform to include data sources. You can use the following platforms to store and share workbooks and presentations: SAP BusinessObjects business intelligence platform and SAP BW (SAP BW/4HANA). You can find more information about Analysis on the SAP Help Portal at SAP Analysis for Microsoft Office. Skip to end of metadata Created by Isabella Leuschner, last modified on Oct 08, 2019 Go to start of metadata The following tutorials have been developed to help you get started using the Business Intelligence Suite products. New content is added as soon as it becomes available, so check back on a regular basis. You can submit and vote on ideas for enhancements to this product. Looking for eLearning for the rest of the Business Intelligence Suite? Go to sap.com/LearnBI.New.....coming soon...Getting Started2.7 Layering of Rules (Rules Sequence) (2:03) video2.6 Mark Rules Based on Crosstab Selection (0:50) video2.6 Edit Formula Definition (3:14) video2.6 Show Formulas In Crosstab (1:04) video2.6 Copy All Rules To Clipboard (3:43) video2.6 Fill Handling (autocomplete functionality) (1:33) video2.6 Insert VLOOKUP with Table Design (4:13) video2.5 Integration of SAP Analytics Cloud models (2:06) video2.5 Table Design - Enhancements (2:51) video2.5 Grouping - Enhancements (3:33) video2.4 Workbook Protection (3:41) video2.4 Group Members / Custom Hierarchy (2:51) video2.4 Shared Axis (5:11) video 2.4 Linking Dimensions (3:30) video2.4 Table Design Rules Tab: Enhancements (2:40) video2.4 How to Customize User Interface Areas (5:41) video2.3 Upload Filter Values Via File (1:36) video2.3 Renaming Dimensions Attributes Measures (1:36) video2.3 Explicit Selection (1:48) video2.3 Design Rules Tab (5:21) video 2.3 RRI Enhancements (RRI as target) (3:13) video2.3 How to Work with Activities? 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Give yourself a pat on your back for making it this far and if you just landed on this page directly from a web search.. congrats anyways.. you managed to find the right key word combination to search for. In this tutorial, we learn reporting with SAP Business Objects Analysis for Office on SAP HANA. Analysis for Office is nothing but an SAP Business Objects add on for MS Excel and MS PowerPoint. The Excel add on is used in some scenarios by end users occasionally but the PowerPoint plugin is rarely used Analysis for Office: Excel add on Key Points Report Complexity: Simple Report Users: End Users/Business Users Report Type: Analysis/Data Discovery Frequency of use in real time projects: Low - Medium Effort to develop: Low Analysis for Office: Excel Add on Let's start with exploring the tool. All SAP Business Objects tools exist under the "SAP Business Intelligence" folder in the start menu. As you see below, there are two tools under SAP Business Objects Analysis: Analysis for MS Excel Analysis for MS PowerPoint The Excel add on is used occasionally in some projects but the PowerPoint one is quite rarely touched. Let's start with it by clicking on the "Analysis for Microsoft Excel". MS excel opens up.. looks familiar.. right? Yes.. but did you notice a new tab in here? As seen below, a new tab called "Analysis" now is available due to the Analysis for Excel add on. Click on it to switch to it. Now, click on the Insert button to configure and inset a new data source. Click on the "Select Data Source" button. Here we would point the MS Excel application to the source of our data, i.e the source SAP HANA view for this analysis. This brings up a prompt where you would need to provide some inputs. These include your username, password and the Web Service URL for Analysis for office application. The usual Web service URL would have the below format. Everything except the and would remain the same. The would change as per your project but the would usually be 8080. http://dswsboobje/services/Session As seen below, my server name was boides with port as 8080. This opens up the list of connections available in the SAP Business Objects Repository. There will usually be way fewer connections in a real project. This is a test system and hence you see a lot of them. In our previous tutorial, we created an OLAP connection to HANA. It was by the name of TMH\_HANA\_CONN. Find your connection and press "Next". This prompts for a login to SAP HANA database. Provide your username and password for the SAP HANA system. This would open up a list of folders. These folders are the packages on your SAP HANA database. Navigate to your package name and expand it. This now brings up the list of views built inside this package. Select the view you wish to build this report on and then press OK. Now, on the right side of the screen, this brings up the analysis pane. Here, the user can drag and drop fields in the columns and rows do any kind of basic analysis on the data set. Also, filters can be created as well. As an example, pull EMP\_ID field into the rows. The measures exist by default in the columns. If not, you can add them to columns manually. As seen below, this brings up a table that shows the data as requested by the current analysis. This is better than the MS Excel reporting Excel Reporting as the data is in constant refresh mode from the real-time HANA view behind it. This means that as the data changes in the back end tables, you can see the data change in this report as well. You can choose to pause the refresh with the "Pause Refresh" button that is available on top. There are many more functionalities on this tab as you can see which were not available in the standard excel reporting but now are available in the analysis for excel add-on. We will not go into these features as my intent is to show the interactions between reporting tools and HANA and not the reporting tool's complete functionalities. But try out the available buttons.. it's quite simple. Analysis for Office: PowerPoint add on Key Points Report Complexity: Simple Report Users: End Users/Business Users Report Type: Analysis/Data Discovery Frequency of use in real time projects: Rare Effort to develop: Low Analysis for Office: PowerPoint Add on This is quite similar to the excel add on with the only difference that the output now goes to PowerPoint slides instead of the excel worksheet in our previous case. To start, click on the "Analysis for PowerPoint" icon in the start menu residing in the SAP Business Intelligence folder. As before, now you can see an Analysis tab in the PowerPoint application. This opens up the same tab you saw in the excel add on. Go on to the Insert Data sources button as marked and followed the steps as before. It's exactly the same process and thus we won't demonstrate it further to avoid repetition. The only difference is that your output would get displayed on the PowerPoint slide. We will wrap this tutorial here. I hope that you are now clear with the HANA to analysis for office integration topic. It is a fairly simple process and creates some quick analysis reports. Please support this website by sharing these across social media. The user base is key to keep this website up and running. Thanks!

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