

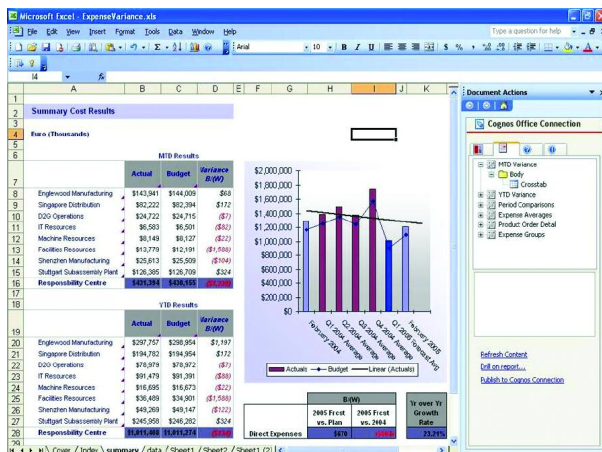
Cognos 8 Go! Office

Delivering Business Intelligence in your office

The Microsoft® Office suite offers tremendous personal productivity tools. But it can work against organizations trying to foster a single, trusted source of enterprise business performance information. Spreadsheets and other Microsoft Office documents can spread out of control, with individual users authoring many different versions of the same information. This hampers the efforts of business intelligence and IT professionals to provide a single version of the truth that drives better performance.

The problem is made worse when users import ever more data as they strive to obtain their own trusted information. This adds to the confusion and is time consuming, arduous, and error prone. Accuracy continues to be contentious, and changes are without a sanctioned enterprise audit trail often required for compliance. Further business processes can get bogged down and dependent on the individual employees who publish the needed Office document.

Cognos 8 Go! Office brings trusted business intelligence data to familiar Office applications like Microsoft Excel, Microsoft Word, and Microsoft PowerPoint®. You can use Office to exploit Cognos 8 BI content while streamlining administration and extending the value of both investments. With Cognos 8 Go! Office you can centralize data management, empower users with trusted information, and improve business performance with minimal training.



Trusted BI content in a Microsoft Excel workbook.

Cognos 8 Go! Office is part of a portfolio of consumer modes that allows users to easily view highly relevant BI information using the application or device most convenient to them—such as a Web portal, search interfaces, Microsoft Office, or mobile devices. This enables users to make informed business decisions anytime, anywhere.

Central data management

Cognos 8 Go! Office offers control and accountability for data that is shared through Office applications. Access to BI content is secured by the central Cognos BI portal: a login within the Office environment authenticates your users and ensures that BI content is properly administered. This allows IT to introduce version control, access rights, and audit accountability back to individuals. Regulatory compliance requirements make this kind of stewardship increasingly important. As users update BI data, dependant Office files can be automatically refreshed. Users can make and act on decisions with confidence, knowing they are based on accurate information.

Most importantly, companies can automate the production of office documents, so that users can consume BI information using the software applications they are most familiar with.

Advantages of Cognos 8 Go! Office include:

- **Single sourcing** – Use the same report for production reporting and in Microsoft Office documents
- **Automation** – Automate the assembly and collation of reports in Microsoft Office
- **Increased accuracy and timeliness** – Include Go! Office elements in reports to create a direct link to source data
- **Separate distribution and updating** – No need to redistribute reports when data changes: to get the latest information, users simply refresh the documents they already have
- **Empowered users** – Business users can enter prompt values in Go! Office to see the data they need



THE NEXT LEVEL OF PERFORMANCE™

