DECISION SUPPORT
Data Integration & Reporting

Frequently Asked Questions

DQvista

Installation, configuration and setup

Question

*When I try to run the **DQVista.html** file I get an error message. I enter **C:\Program Files\DQvista\DQVista.html** in the address area in the browser. What's wrong?*

Resolution

Instead of trying to run the file from a folder, enter the address in the following form in the web browser:

http://<host>:<port>/dqvista.html

Specify your host name and port number. For example, if you installed DQvista on a computer called **dataserver** and configured it to listen on port **8080**, enter the following URL in the address field:

http://dataserver:8080/dqvista.html

Question

*When I try to connect to DQvista from a web browser by entering an URL in this form: **http://<host>:<port>/dqvista.html**, I get an error message about dqlistener followed by copyright information. What could be wrong?*

Resolution

Make sure that you are using the correct server name for the host and the correct port number. To verify the port number, follow these steps:

- Run DQ*admin*.
- Choose the **Settings** command (DQvista menu).

  The **Global Settings** dialog box appears.

- Check the port number beside DQvista server port.
- Choose **Cancel**.

Also make sure that you have started the DQvista server service:

- Run **Services** from Control Panel.
- Start the **DQvista Server** service.

Question

I use the DQvista client. How can I quickly change the DQvista port number without running DQadmin or going through the installation and configuration process again?

Resolution

The DQvista client *talks* to the DQvista server through a server port number. This port number along with the name of the host, version number, etc. is located in the **DQvistaClient.cfg** file (in the **Program Files\DQvista** folder by default). You can change the port number by editing this file with a text editor and then saving it.

Question

Can I change the password that I use to access DQvista?

Resolution

Yes, you can change the password from within DQvista. Follow these steps:

1. Choose the **Change Password** command (Tools menu).

   The **Change DQvista Password** dialog box appears.

2. Enter your current DQvista password beside **Current Password**.
3. Enter your new password beside **New Password**.
4. Enter your new password again beside **Re-enter New Password** to confirm.
5. Choose **OK**.

Question

I loaded DQvista client on the NT server, but it's not working. Why?

Resolution

Do **not** install DQvista client on the same NT computer as the DQvista server. If you do, you will overwrite the DQvista files for the server and nothing will work. The DQvista server is a server program that runs as a service. You load the server portion of DQvista on an NT computer. The server communicates with browser software on client machines, and with DQ*broker* on network computers. The DQvista client application allows you to produce reports using data that is made available by DQ*broker*. You can install the DQvista client on local machines, including any NT computer that is not the server.

Question

I'm running the DQvista client but it is using a browser I'd rather not use. Can I specify the browser I want to use?

Resolution

DQvista client uses the computer's default browser. If this is not the browser you want to use, then change the browser that is set up as the default for your computer.

Question

I don't see the files I need to access in DQvista. Is there a way to change the set of files I'm able to use?

Resolution

Your catalog contains the list of tables available to you. If you have more than one catalog available to you, you can change catalogs by using the **Catalogs** command (Data menu). Follow these steps:

1. Select the **Catalogs** command (Data menu).

    The **Change Catalog** dialog box appears. The catalogs available to you are displayed in a drop-down list. (In some cases, only one catalog may be available.)
2. Select the catalog you want from the drop-down list.
3. Choose the **OK** button.

If you still don't see the tables you need, see your DQ*broker* administrator. The DQ*broker* administrator determines which tables are available to each user. When you log on, DQvista connects to DQ*broker* and gets a list of the tables available to you based on your user name. These tables are defined in your default catalog.

Question

What type of client PC do you recommend I use to run DQvista (and the browsers it supports)?

Resolution

You can use any PC powerful enough to run a 750K download Java applet. You also need Microsoft Internet Explorer (Version 5.5 or higher), or Netscape Communicator (Version 7.0 or higher), or Mozilla (Version 1.06 or higher). You also need Sun Java Virtual Machine (JVM) Version 1.4.2 or higher.

Keep in mind that you can access DQvista in two ways:

- The DQvista server can download the client application to your web browser. You connect to the server by entering a Universal Resource Locator (URL) in the browser. (This method provides slow initial access, but you do not have to install the software on each individual's PC.)

- If you install DQvista on your local hard drive, you can load the client application from your local hard disk. The server can download newer versions of the application to your local hard disk if you are not using the latest version. (This method provides faster initial access, but you have to install the software on each PC).

General information

Question

I've heard about your DQvista product from a coworker, but I'm not exactly sure what it is. Can you give me more information?

Resolution

DQvista is a web-based reporting tool. DQvista consists of a server and a client component and uses DQ*broker* to access data on UNIX and Windows NT-based computers.

Using DQvista, you can perform the following tasks:

- select tables that contain columns and rows of data
- select columns and display the information they contain
- select a style for your report: column, crosstab, chart, or XML dataset
- format the report information
- specify groups (break fields) to group rows for subtotals
- select columns to sort reports by

- specify conditions that filter the rows
- summarize (calculate totals, counts, averages, etc.) information for an entire table or for subsets of the data defined by groups
- create expressions that define virtual fields
- link elements of a report to other reports or web pages
- schedule reports

DQvista lets you send the report output to your Internet web browser, to an HTML file on the DQvista server, to a PDF file, or to files that can be recognized by Microsoft Word or Excel. You can save each report specification. This allows you to rerun reports as needed.

Question

How do joined files appear in DQvista?

Resolution

When you log on to DQvista, the tables are downloaded. The joined file looks like other files in the list. When you open the folder for the file, all the fields in the primary file appear followed by all the fields in the secondary file, etc.

Question

Can I join tables in DQvista or do I need to join them beforehand?

Resolution

You can join tables interactively in DQvista. Choose the **Join Tables** command (Tools menu). DQvista displays the **Join Tables** dialog box, where you decide how to create the join. You can create a join in one of two ways:

- If you use the join wizard, DQvista steps you through the process of selecting the tables and matching the key items that define the join.
- If you choose to create the join manually, you use a single dialog box to specify all the elements of each join.

Regardless of the method you choose, the basic steps in defining a join are as follows:

1. Select a left and a right table.

   DQvista reads the left table first and then reads records from the right table based on the relationships between the tables as defined by the join conditions.

2. Specify the join conditions.

   Normally, you match columns in the left table with a column from the right table for each condition. (If you use the wizard, and the tables have foreign-key relationships, DQvista creates the join conditions for you.)

3. Repeat steps 1 and 2 for any additional joins.

4. Save the join.

   DQvista stores it in a file with the extension .dqj. You can then open the join to begin new reports. See the DQvista online help if you need more specific information.

Question

Is there a way for me to see what spec is open in DQvista?

Resolution

You are probably using an older version of DQvista. The name of the spec is shown in the DQvista title bar. Get the latest version to benefit from all the recent enhancements.

Question

Sometimes I run my reports in Internet Explorer and sometimes I use Netscape. I've noticed that the same exact report may appear differently depending on the which browser I use. Why is this happening?

Resolution

Different browsers may render the report's attributes differently. For example, Internet Explorer and Netscape handle border colors in a different way. Depending on which browser you use, the options that you specify in the **Attributes** dialog box, **HTML Format** dialog box, and **Report Options** dialog box, etc. may be treated differently.

Question

When I send output to a server disk file, I like to send an e-mail notification to someone when the report is completed. The message contains the URL (link) for the report, but the recipient can't seem to just click on the link to bring it up. What is wrong?

Resolution

The recipient of the email notification may need to open a window in Internet Explorer before clicking on the link. If a window is already open, the recipient can click on the link and bring it up automatically.

Totals, summarizing information

Question

I've specified all my detail data in DQvista. Now, where do I specify totals?

Resolution

You summarize data by using the **aggregates** tab rather than the **columns** tab. Follow these steps:

1. Choose the **aggregates** tab in the right windowpane.
2. In the left windowpane, double-click on (or drag and drop) the columns you want to summarize.

Your report will contain (by default) the sum of the fields in the **aggregates** list. You can also calculate a count, the minimum, the maximum, and the average for each field in the aggregates list, or you can specify a label. You choose these options in the **Attributes** dialog box. See the DQvista online help if you need more information.

Question

Where do I specify an average for a column in DQvista?

Resolution

You specify averages using the **aggregates** tab in DQvista. Follow these steps:

1. Choose the **aggregates** tab in the right windowpane.
2. In the left windowpane, double-click on (or drag and drop) the column(s) you want to average.
3. Double-click on the column in the right windowpane.

   Your report will contain (by default) the sum of the column in the **aggregates** list. You need to specify the average instead.

DQvista displays the **Attributes** dialog box.

In addition to the standard controls, the dialog box contains options for each of the following:

Sum (selected by default)
Average
Count
Minimum
Maximum
Label

4. Select **Average**.
5. Choose **OK**.

Question

My report contains two group items. When I display the report, the group values are repeated for each record. How do I suppress this?

Resolution

Follow these steps for each group item for which you want to suppress duplicate values:

1. Double-click on the group item on the **groups** tab in the right windowpane.
2. Check **Suppress Duplicate Values** in the **Attributes** dialog box.
3. Choose **OK**.

Running reports, sending output

Question

Is there a way to run reports in batch mode in DQvista?

Resolution

Yes — the batching option is called scheduling reports in DQvista. Once you have saved your report specification in DQvista, you can schedule the report. You can schedule the report to run once, or on a repetitive basis (daily, weekly, monthly, etc.). Follow the steps below. See the DQvista online help if you want all the information available on scheduling.

1. Choose the **Schedule a Report** command (Tools menu).

The **Schedule Report** dialog box appears. It shows any reports that are already scheduled for the user name you logged in with.

2. Choose the **Add** button.

The **Schedule Entry Properties** dialog box appears.

3. Enter a description of the report in the space provided (**Description**). This description appears on the **Schedule Report** dialog box.

4. Enter the name of the report specification in the space provided (**Report**).

Or

Use the **Browse** button to search for a specification.

5. If the report specification includes runtime input parameters, you can enter the comparison values in the **Parameters** field. Choose the **Enter Values** button to display a form where you can enter the comparison values.

6. Choose the **Output** tab.

7. Specify a format and destination for the report. The options available are the same as those that are in the **Output** dialog box (with the exception of **Browser** as a destination).

8. Choose the **Schedule** tab.

The **Schedule** tab contains information about how often the report is run. The following **Schedule Report** options are available:
   o **Once**
   o **Hourly**
   o **Daily**
   o **Weekly**
   o **Monthly**
   o **Yearly**

The **Start At** options vary depending on which **Schedule Report** option you choose. For example, if you choose **Once**, you can specify only a date and time for the report to run. If you choose **Daily**, you can specify a time, and select which days of the week you want the report to run on.

9. Select the **Schedule Report** option you want. Select the **Start At** options appropriate for the schedule.

10. Choose **OK**.

DQvista adds an entry that summarizes your selections on the **Schedule Report** dialog box.

Question

I don't want to send my DQvista reports to the browser all the time. What are my other output options and how do they work?

Resolution

By default, reports go to your Internet browser software in HTML format. You can also send reports in Microsoft Word or Microsoft Excel format, etc. Use the **Output** dialog box to determine where your report is sent. You can send reports to one or more e-mail addresses or to a disk file. For reports to disk, you can send notification by e-mail that the report is available. The e-mail will contain a link to the report.

Follow these steps:

1. Choose the **Output** command (Optons menu).

2. Select a format (**HTML**, **Word**, **Excel**, etc.) from the **Format** drop-down list.

    If you select **PDF** or **Text**, you can choose the **Properties** button to specify settings.

3. Use the **Destination** drop-down list to select a different output destination.

    If you select **Email**, enter one or more e–mail addresses in the **To** field. Separate each e-mail address with a comma or semicolon. The report will be sent as an e-mail file attachment. You can change the default settings for **From**, **Subject**, and attachment **File** name.

    If you select **Server Disk File**, you must supply a file name. Choose the **Properties** button and then choose the **Browse** button to specify a name other than the one that appears in the **File Name** box. Select **Overwrite Existing File** to replace an existing report without warning. Choose **Append Current Date to Filename** to include the date as part of the file name. Enter one or more e-mail addresses in the **To** field to send an e-mail notification to someone when the report is completed. The message contains the URL (link) for the report. Separate each address with a comma or semicolon. You can change the default settings for **From** and **Subject** if you want.

4. Choose the **OK** button in the **Output** dialog box.

See the DQvista online help if you need more information.

Question

In DQvista, can I send report output to multiple e-mail addresses?

Resolution

By default, DQvista sends report output to your Internet browser in HTML format. You can specify a different destination such as an e-mail file attachment (**Email**) in the **Output** dialog box. (You can also specify a different format, but leave it set to HTML for e-mail.) After you build your report specification, follow these steps:

5. Choose the **Output** command (Options menu).

   The **Output** dialog box appears.

6. Use the **Destination** drop-down list to select **Email**.

   The **Email Destination** dialog box appears.

7. Enter one or more e–mail addresses in the **To** field.

   Separate each e-mail address with a comma or semicolon. The report will be sent as an e-mail file attachment.

8. Choose **OK** in the **Email Destination** dialog box.

9. Choose **OK** in the **Output** dialog box.

10. Run your report.

Question

I'm having trouble viewing my PDF reports in Acrobat Reader. What might be causing this?

Resolution

If you are using Adobe Acrobat Reader Version 5.0, you can choose one of two methods to view reports. The first method brings up the PDF report in a separate window. The other method brings up the PDF report in the browser window. If you use Internet Explorer and the second method to display reports, you may not get reliable results. We advise that you switch to the first method and view them in a separate window. Follow these steps in Adobe Acrobat Reader :

11. Choose the **Preferences** command (Edit menu).
12. Choose **General**.
13. Highlight **Options** in the list on the left.
14. Remove the check mark beside **Display PDF in Browser** in the **Web Browser Options** section.
15. Choose **OK**.

Question

My date columns are displaying as just the time with the date deleted when I send my DQvista report to Excel. What's wrong?

Resolution

If you are using an SQL timestamp and you send output to Excel, be sure to format the column with a date format. If you do not format the column, Excel drops off the date portion of the column. As noted in Microsoft's Knowledge Base, there is a problem with the Microsoft Excel ODBC driver for CSV file importing.

Question

When I send output to a server disk file, I like to send an e-mail notification to someone when the report is completed. The message contains the URL (link) for the report, but the recipient can't seem to just click on the link to bring it up. What is wrong?

Resolution

The recipient of the email notification may need to open a window in Internet Explorer before clicking on the link. If a window is already open, the recipient can click on the link and bring it up automatically.

Filter conditions, selection logic

Question

How do you group selection conditions in DQvista?

Resolution

Using DQvista, you can build multiple filter conditions. DQvista compares each condition with the one before it and relates them with either the **And** or the **Or** conjunction. Grouping allows you to treat multiple conditions as one logical unit. Follow these steps to group conditions:

1. Arrange the filter expressions (while on the **filter** tab) in the order you want. (Fields must be contiguous for you to group them.)
2. Highlight the first expression in the group.
3. While holding the shift key, highlight the last expression in the group.
4. Right-click on the expressions.
5. Choose the **Group** command.

   Note: *To ungroup conditions, highlight the expressions, right-click, and choose the* ***Ungroup*** *command.*

Question

How do I specify runtime input with filter conditions in DQvista?

Resolution

1. Create your filter conditions.
2. Highlight the condition for which you want to specify runtime input.
3. Check the Runtime Input **Enabled** check box.

   If you enter any comparison values for the condition, these values are prefilled in the **Runtime Input** form that appears when you run the report. You can change the values if you want. If you do not specify values for the condition you mark, the form will not contain any values. You can supply values at runtime.

   Check the setting **Optional** in the **Filter Conditions** dialog box if you want to be able to run the spec without specifying values for the conditions. If you do not choose this setting, the report will not run if you do not specify values.

   If the condition uses the **In()** operator, you can specify a maximum number of comparison values (**Max Values**). The default is ten, which means that DQvista generates a form with ten places to enter values.

Ordering reports, specifying sorts

Question

Is there a way to change the order of items I've already chosen for my DQvista report?

Resolution

You can move columns you've already chosen. Follow these steps:

1. Highlight a column in the right windowpane of the DQvista interface.
2. Choose the move up (up arrow) or move down (down arrow) button near the top of the windowpane.

   Or

   Right-click and choose the **Move Up** or **Move Down** commands.

Question

Is there a way to specify a descending sort in DQvista?

Resolution

1. After you specify your order field(s), highlight the order field you want in descending order, in the right windowpane.
2. Select the **descending** option from the drop-down list box below **Sequence**.

Question

Where do I specify break fields in DQvista?

Resolution

Break fields are fields by which data is grouped. They determine how records are grouped together for your report. Records that have the same value stored in the break field are grouped together. When the value of the field changes, a new group begins. Follow these steps to specify break fields:

1. Choose the **groups** tab in the right windowpane.
2. In the left windowpane, double-click on (or drag and drop) the columns you want to use as group fields.

Note: *You can change the order of the break fields using the up and down arrow buttons. Your report is automatically sorted by the break fields you specify.*

Formatting

Question

Is there a way for me to display the numbers in a column as percentages?

Resolution

Percentage is one of the formats available in DQvista. Follow these steps to place this display format on your column:

1. Double-click on the column name in the right windowpane in DQvista.
2. Select the **Format** tab in the **Attributes** dialog box.
3. Select **50.00%** from the **Format** drop-down list.
4. Choose **OK**.

When you run your report, DQvista displays the data in the column in percentage format.

Question

I have phone numbers stored as strings in my data file. Can I display the numbers in traditional phone number format?

Resolution

The standard US telephone number format is one of the formats available in DQvista. You can use it with string or numeric data. Follow these steps to place this display format on your column:

1. Double-click on the column name in the right windowpane in DQvista.
2. Select the **Format** tab in the **Attributes** dialog box.
3. Select **Phone Number (US)** from the **Format** drop-down list.
4. Choose **OK**.

When you run your report, DQvista displays the data in the column in (123)456-7890 format.

Question

Is there a way to display individual amounts less than a particular number in red in my report?

Resolution

You want to use a feature called conditional formatting. This means that DQvista allows you to format data elements based on conditions. Follow these steps to place conditional formatting on a detail item:

1. Double-click on the column name in the right windowpane in DQvista.

2. Select the **Conditional Formatting** tab in the **Attributes** dialog box.

3. Choose the **Add** button.

   DQvista displays the **Condition Attributes** dialog box.

4. Choose the **New** button (labeled as a page icon) to select the column on which you want to base the condition.

5. In the **Select Column** dialog box, double-click on the column on which you want to place a condition.

DQvista closes the **Select Column** dialog box and pastes the name of the column into the **Condition Attributes** dialog box.

6. Enter a condition in the **Condition Attributes** dialog box (for example, **AMOUNT < 25000**).

   Use the **Conjunction**, **Operator**, **Comparison Value(s)** sections to build the condition.

7. Choose the **Apply** button.
8. Choose **Style** in the **Condition Attributes** dialog box.
9. Select **Red** in the **Foreground Color** drop-down list.
10. Choose **OK** in the **Condition Atributes** dialog box.
11. Choose **OK** in the **Attributes** dialog box.
12. Run your report.

Question

My report contains two group items. When I display the report, the group values are repeated for each record. How do I suppress this?

Resolution

Follow these steps for each group item for which you want to suppress duplicate values:

1. Double-click on the group item on the **groups** tab in the right windowpane.
2. Check **Suppress Duplicate Values** in the **Attributes** dialog box.
3. Choose **OK**.

Question

Can I specify a background graphic for my DQvista reports like I can for other HTML files?

Resolution

To specify a background graphic for your report, follow these steps:

1. Choose the **Report** command (Options menu).
2. Use the **Background URL** option (on the **General** tab) to name an image file to use as the table background. (Use the **Browse** button beside the option to search for a file.)
3. Choose **OK**.

Question

Is there a way to highlight a column of cells in a report? I don't want to change the color of the figures in the column. I want to highlight the column itself.

Resolution

The **Background Color** option allows you to specify a background color for the table cells in the column.

1. Double-click on the column name in the right windowpane in DQvista.
2. Select the **Style** tab in the **Attributes** dialog box.
3. Select a color from the **Background Color** drop-down list.
4. Choose **OK**.

Question

Sometimes I run my reports in Internet Explorer and sometimes I use Netscape. I've noticed that the same exact report may appear differently depending on the which browser I use. Why is this happening?

Resolution

Different browsers may render the report's attributes differently. For example, Internet Explorer and Netscape handle border colors in a different way. Depending on which browser you use, the options that you specify in the **Attributes** dialog box, **HTML Format** dialog box, and **Report Options** dialog box, etc. may be treated differently.

Question

I created a virtual field which is a number divided by 100. I expected output for the number 9161, for example, to display as 91.61, but it showed up as 91.00. I changed the format for this virtual field to include two decimal places, but it still didn't work. What could be wrong?

Resolution

You are getting these results because the fields you are working with are defined as integers rather than numerics in the database. Virtual field evaluation is pushed down to the database. Neither DQvista nor DQ*broker* calculate virtual field values; the database does. You got 91.00 as the result because both operands are integers and the result is returned as an integer. Operations performed on items defined as integers result in truncated data, but items defined

as numerics allow for decimal values. Modify your virtual field text to "number / 100.0". This expression forces the result to be a floating-point number and you will get the result you expect.