### SAP BUSINESS OBJECT ANALYSIS FOR EXCEL DEVELOPER GUIDE

**STEP 1: Log on to Business Object Analysis for Excel.**

**Path:** Start ➔ All Programs ➔ SAP Business Intelligence ➔ Analysis for Microsoft Excel ➔ Click ➔ Microsoft Excel will appear
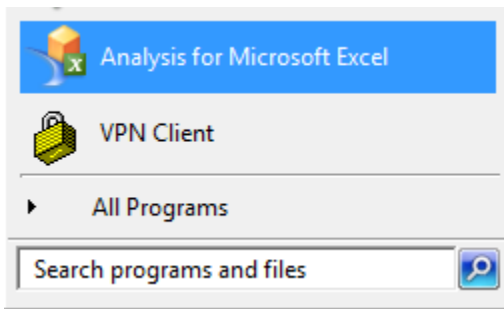
Figure 1

**STEP 2:** Choose Microsoft Excel ➔ Choose "Analysis" ribbon ➔ Log on to Business Object Analysis for Excel. ➔ Select the Insert ➔ Select Data Source option from the menu ➔ Below LOG ON screen will appear ➔ Login with your credential and below URL: http://xyzbop00:8080/dswsbobje/services/Session
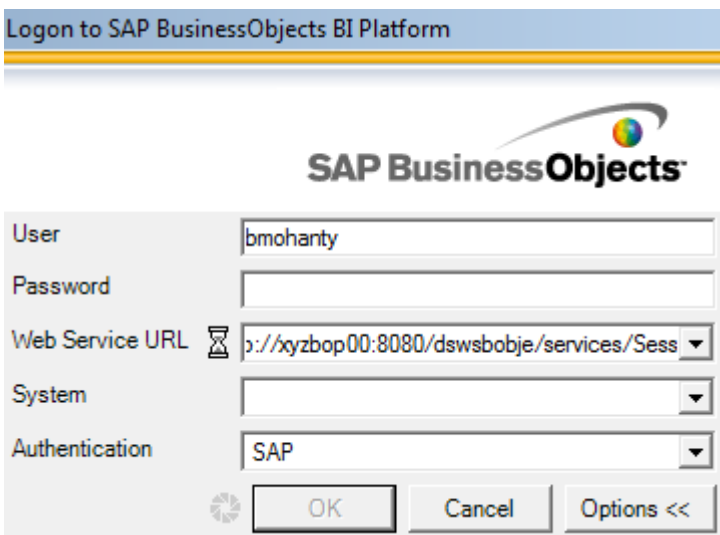
Figure 2

**STEP 3: Choose the BW Server**

In the next screen, we have to choose a BW server, which is going to be the source of our report development and in this case, we chose "BW PRD SERVER". ➔ Click "Next".
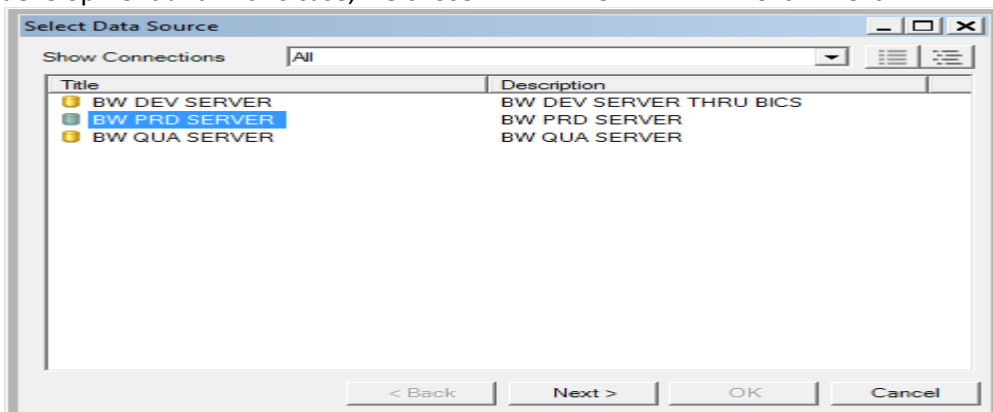
Figure 3

Below LOG ON screen will appear and we need to login to the BWP server we have selected above using our BWP credentials.
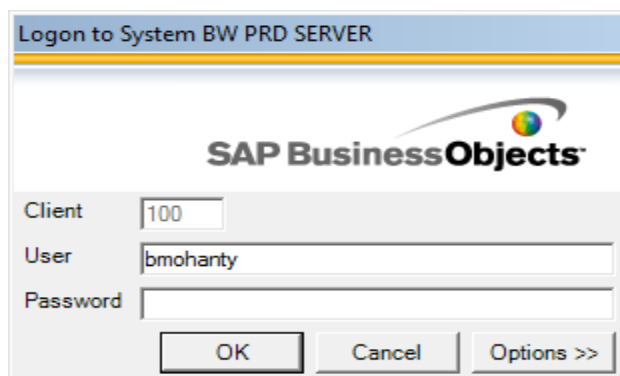
 **Figure 4**

**STEP 4: Select a BW "InfoArea" and "InfoProvider", which can become data-source for the report we are trying to build using "Business Object Analysis".**

**For example;** if we need to build "Daily Sales Report" using InfoProvider "ZSD_C04" we can follow the same InfoArea path from the screen below, as they are in BWP system
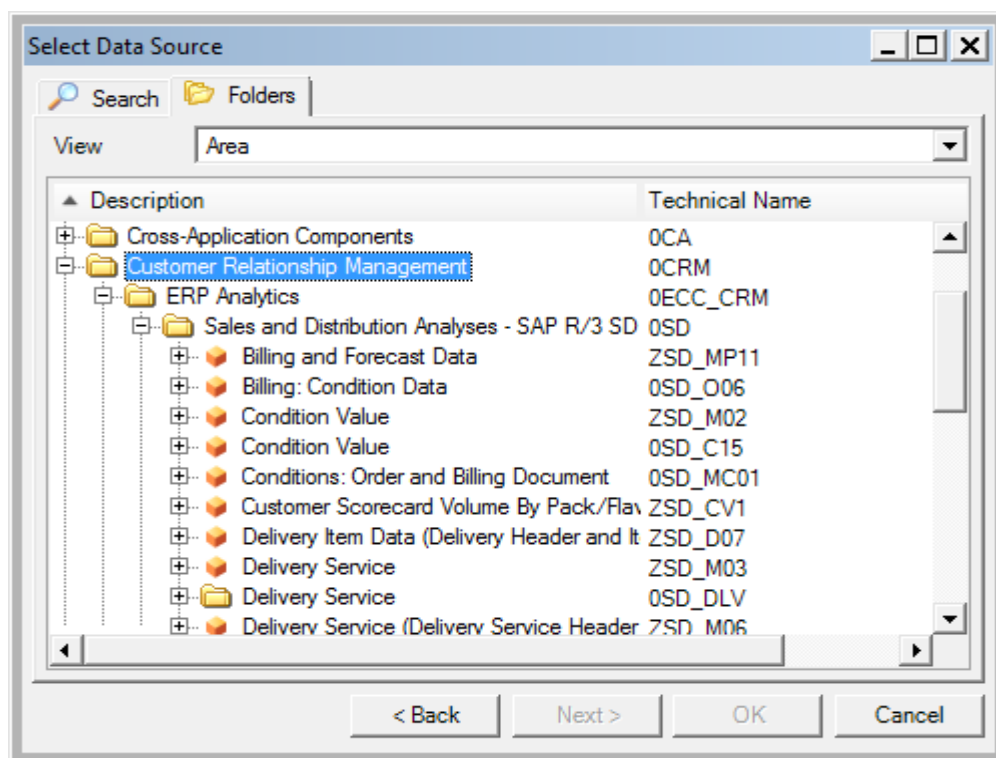
 **Figure 5**

- Once we have identified an InfoCube from the InfoArea, we have to select an available report under the InfoCube, as the data source for the report; we are planning to build in SAP Business Object Analysis using Microsoft Excel.
- If the available reports do not satisfy our need, we have to create the report first using BEX in BWP system.
- Depending on the Roles assigned to the user in BWP system, number of reports with a specific naming convention will appear to the user. It will also be possible to restrict all the reports or reports from a particular Info Provider for a particular user or a group of users.
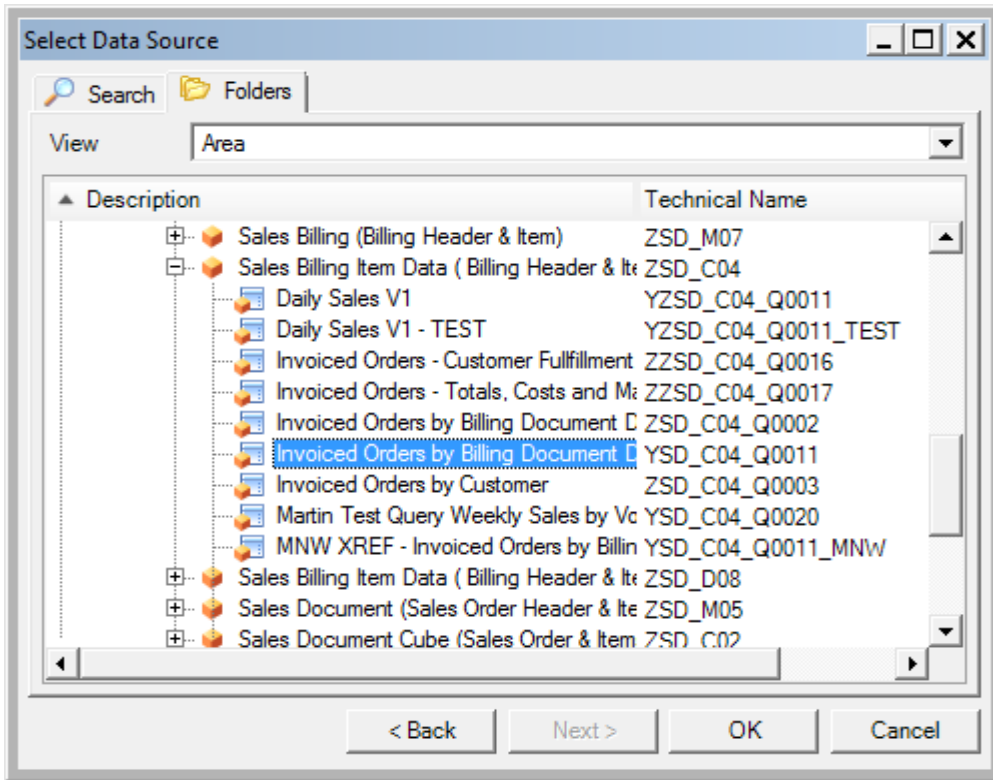
**Figure 6**

**STEP 5: Select a BEX report from the list. For example we can select "YSD_C04_Q0011", as highlighted above.**

Double click on the BEX report ➔ Selection screen will appear as below ➔ Pass on the desired parameters and ➔ Click "OK" ➔ This will execute and display the result in excel sheet as below.
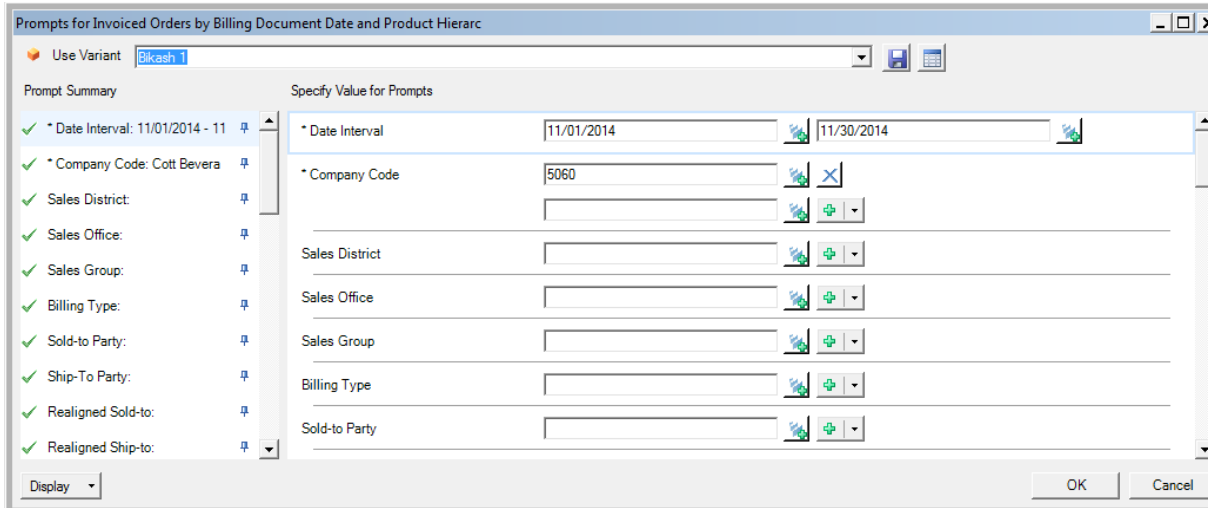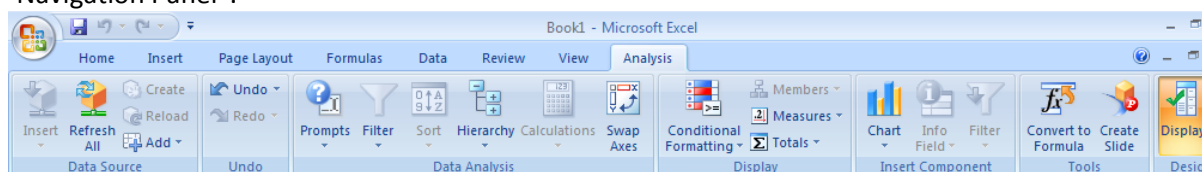


**Figure 7**

| Payer | | Ship-to Party | | UK Customer Hierarchy | Top-Tier | Tier 1 |
|---|---|---|---|---|---|---|
| 1000235 | B V Intergroup Trading | 22002239 | Spar Purmerend (Bert Ooms Transport | B V Intergroup Trading | Not assigned | Not assig |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
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| | | | | | | |

**Figure 8**

**STEP 6: Browsing through various features of SAP Business Object Analysis for Excel**

On the right-hand side of the screen, we can see a navigation panel, which we can be "enabled" or "disabled" using the Display button in the Analysis ribbon. There are three sections within this "Navigation Panel".



**Figure 9**

1. **Analysis**      : We can use this panel for filtering and for navigating data.
2. **Information**   : We can use this panel for various query definition/execution information
3. **Components**    : We can use this panel for various execution/storage options
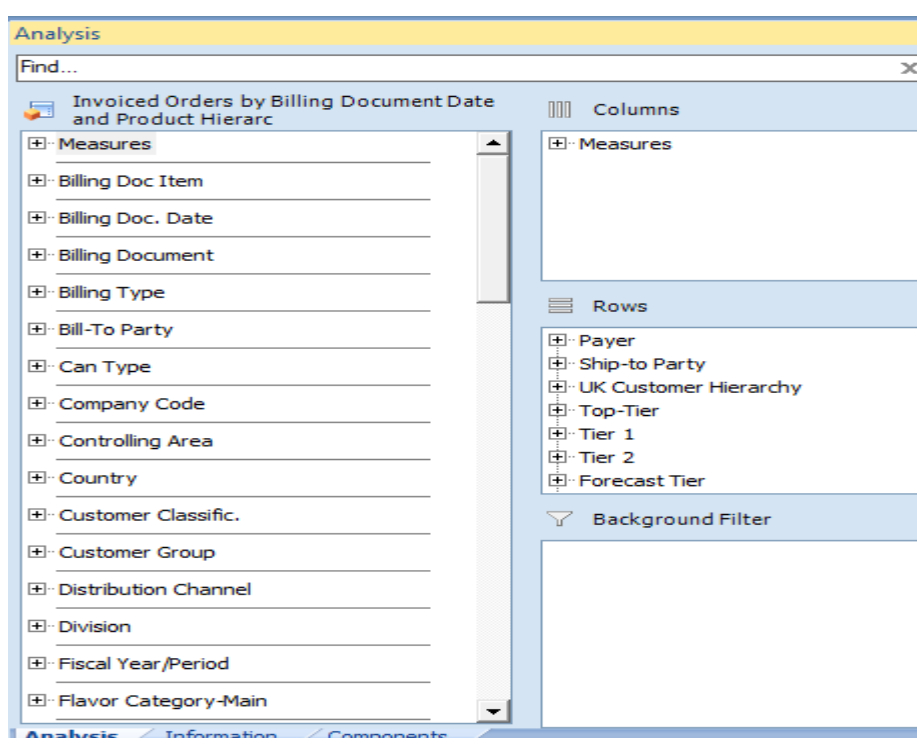

**Figure 10**

1. **ANALYSIS**       :
   a. The tab "Analysis" under the Navigation Panel contains four sub-sections or sub-panels.
      - Left hand side Sub-section: contains all the list of fields in the "Free Characteristic" and "Row" area of the sourcing BEX report.
      - Sub-section "Columns" contains or can contain all the "key figures" we want to display in the SAP Business Object Analysis report for excel.
      - Sub-section "Rows" contains or can contain all the "characteristics" we want to display in the SAP Business Object Analysis report for excel.
      - Sub-section "Background Filter" contains or can contain further "default values", which we want to restrict the SAP Business Object Analysis report for excel with, which are not covered as part of the sourcing BEX Query. This is a feature which allows flexibility, without having to create multiple BEX and SAP Business Objects Analysis report for excel for the same purpose.

2. **INFORMATION :**
   a. This section can be compared with the "Query Property" section from the BEX Query Designer.
   b. This information can be helpful for someone (SAP Business Objects Analysis Report Users) who has access to SAP Business Objects Analysis Report but not to the underlying SAP BEX Query.
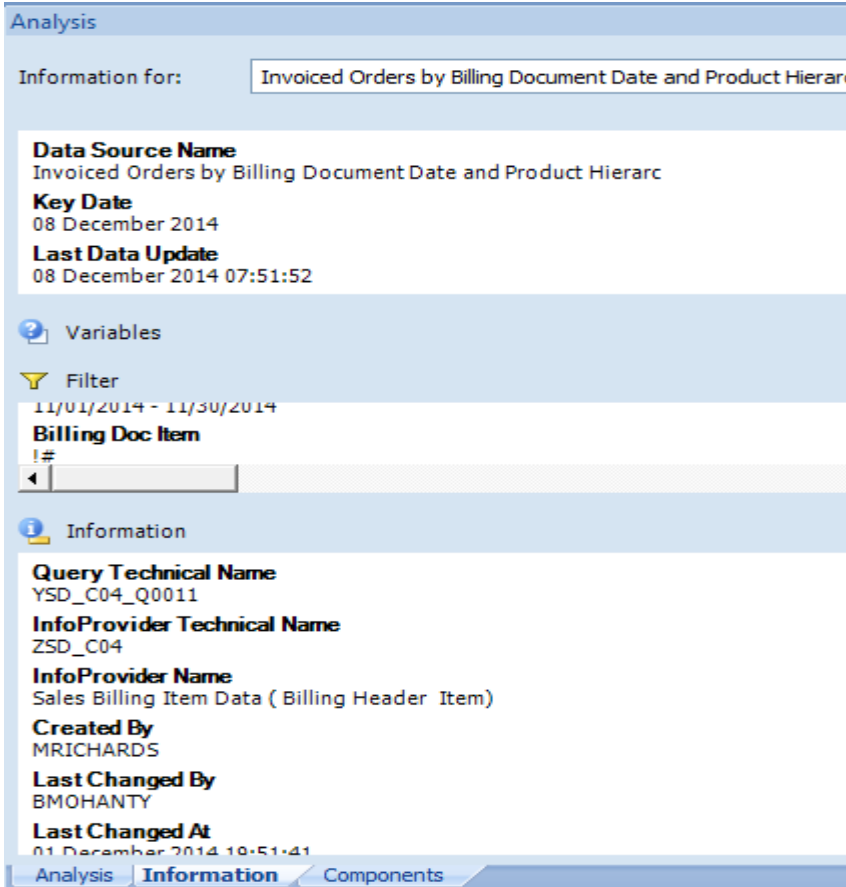


**Figure 11**

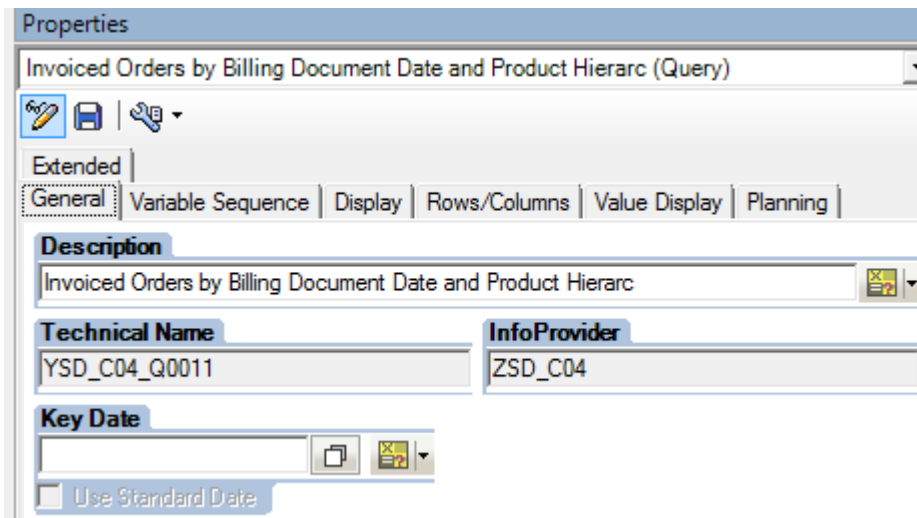**SAP Business Objects Analysis "Information" Section**



**Figure 12**

**SAP BW-BEX Query Property Section**

3. **COMPONENTS :**
    a. This section contains some unique SAP Business Objects tool specific USER options for workbook, which we have seen previously with SAP BW-BEX Workbooks. It has user options such as:
        - Whether the workbook is to be refreshed when it is opened from a saved folder.
        - Whether to force the prompts while it is opened or to let it run with previously saved user parameters.
        - Whether to remove the prompt (selection parameters/restrictions) while saving the workbook to a server folder.
        - Whether to remove the data automatically before saving the workbook to a server location (recommended)
        - And finally, if there are multiple reports in the same workbook, either in a single worksheet or in multiple worksheets and each (or some) of them have their own individual selection screen – then for better user experience these selection parameters in individual reports can be merged into ONE single selection screen. It can be assumed that only related reports are going to be included within a single workbook.
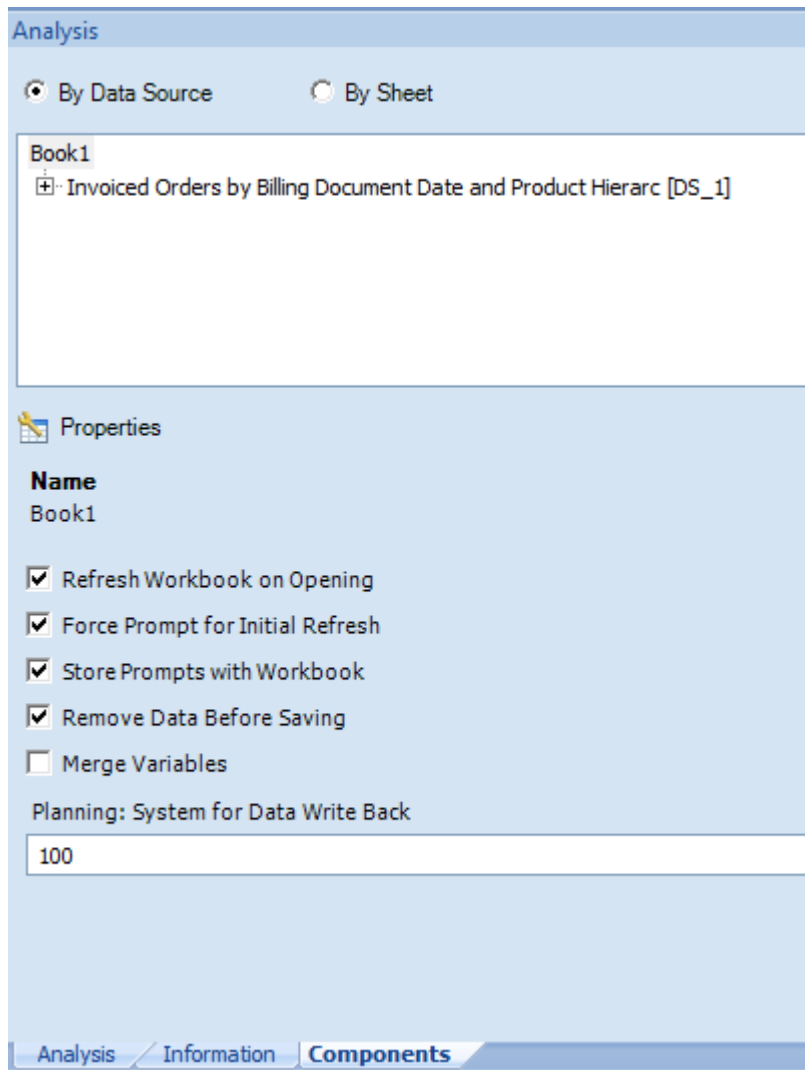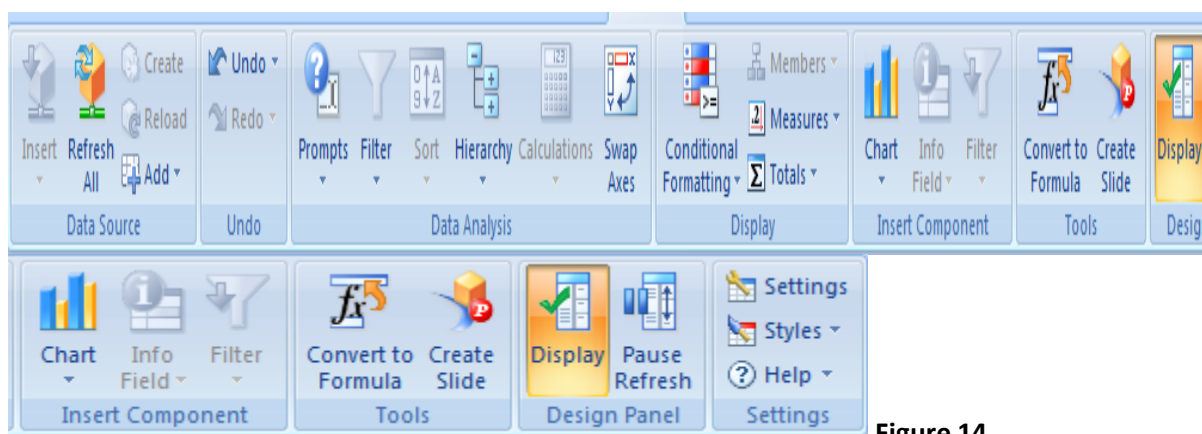


**Figure 13**

4. **DRAG & DROP**
    a. Like BEX Query designer, developer can use drag and drop to move characteristics & key figures from the left hand side sub-section under "Analysis" tab of the "Navigation Panel" into any other sub sections such as "Columns", "Rows" or "Background Filters".
    b. UNLIKE BEX Query designer (Unique to SAP Business Object Analysis for Excel), RIGHT CLICK on characteristics & key figures from the left hand side sub-section under "Analysis" tab of the "Navigation Panel" and choose to add them to any other sub sections such as "Columns", "Rows" or "Background Filters".
    c. Not only characteristic or Key-figure but, "Characteristic Values" or "Member Values" or "Master data values" of a particular characteristic (s) can be selected from the left hand side sub-section under "Analysis" tab of the "Navigation Panel" into any other sub sections such as "Columns", "Rows" or "Background Filters", including "HIERARCHY".
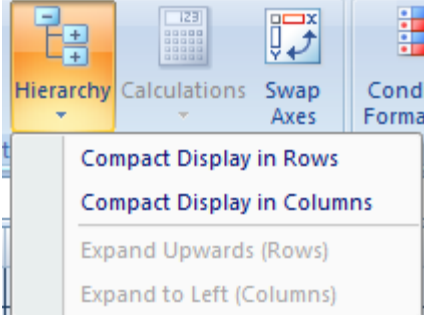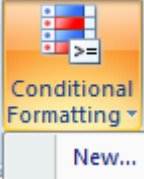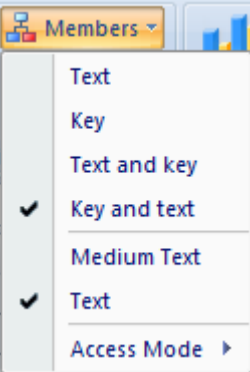
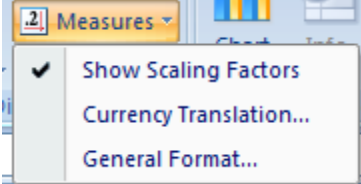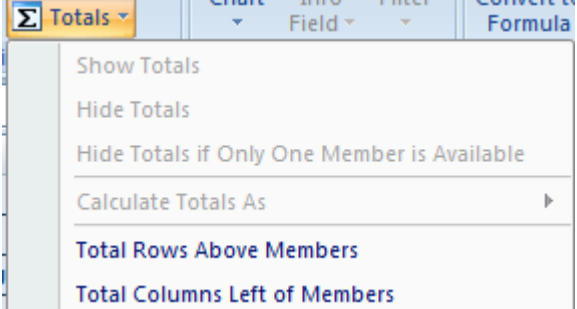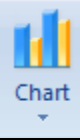5. **"MENU BAR RIBBON / ANALYSIS RIBBON" OPTIONS**



**Figure 14**

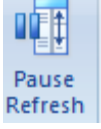| SL NO | Analysis Ribbon Features | Use | Location in the Analysis Ribbon |
|---|---|---|---|
| 1 | Refresh All | Refreshes all the reports in a single worksheet or multiple worksheets, in a workbook. |  |
| 2 | Prompts | It is like "Display Variable" option we have, after executing a BW-BEX report. Brings up the selection screen. |  |
| 3 | Filters | "Filter by Member" will allow filtering the report by a particular attribute value by selecting the same from the report/filter option.<br><br>Zero can be suppressed from the row and columns<br><br>No of key figure display in the report can be restricted from here. |  |

| 4 | Hierarchy | User preference can be set to display the report in a hierarchical format with available characteristics in the report.<br><br>Report can be either expanded with all the drill-downs or it can be compacted up to certain level, based on the characteristics used in the report. |  |
|---|---|---|---|
| 5 | Swap Axes | Row and Columns in the report can be swapped. |  |
| 6 | Conditional Formatting | As we have in BEX, if key figure values goes up or down the value we set in the condition, for a combination of characteristics – it can show the fields in certain colour. |  |
| 7 | Members | After the report is executed, we can place the cursor on the field name in the report body and click this option from "Analysis Ribbon" to choose various DISPLAY options as we have in BW-BEX. |  |
| 8 | Measures | "Scaling Factors", "Currency Conversions", "and General formatting" options for Key figures can be changed or set from this option in the "Analysis Ribbon" tool-bar. |  |
| 9 | Total | "Total/Subtotals" etc can be set vertically or horizontally using this option from the "Analysis Ribbon" tool-bar. |  |
| 10 | Chart | Various Charts can be inserted at a chosen location in the report body using this option from the "Analysis Ribbon" tool-bar. |  |
| 11 | Convert to formula | This option from the "Analysis Ribbon" tool-bar, helps to convert any CELL value from the report body in a formula, which can be used later on for other purposes. |  |

| 12 | Create Slide | A PowerPoint slide can be created with selection of data from the "SAP Business Objects Analysis Report for excel" using this option from the "Analysis Ribbon" tool-bar. | |
|----|----|----|----|
| 13 | Display | On the right-hand side of the screen, we can see a navigation panel, which we can be "enabled" or "disabled" using the Display button in the Analysis ribbon. | |
| 14 | Pause Refresh | The "Pause Refresh" option allows us to stop the interactivity with the underlying SAP NetWeaver BW server. We can still navigate in the data, but the cross tab in the spreadsheet (Report body or report results) does not reflect the actual changes until we disable Pause Refresh. In this way we can minimize interaction with the SAP NetWeaver BW system. | |
| 15 | Settings | • Default workbook location in local drive.<br>• Maximum number of member values displayed while using "Filter" dialog<br>• Enablement option to show "Planning Group", "Currency Conversion", "Time dependent hierarchy" etc in the Analysis Ribbon.<br>• Platform settings covers: conversion settings, conversion logs, platform associated with the report etc<br>• Support setting defines, where to store the error logs, enable server tracing, enable profiling and enablement to display technical names of the object used in the report. | Please refer to the screenshots attached below **(Figure 15, Figure 16, Figure 17 & Figure 18).** |
| 16 | Styles | A template can be defined using this feature and can be re-used in the future, without having to do same formatting work, which has been done once in prior reports. | |
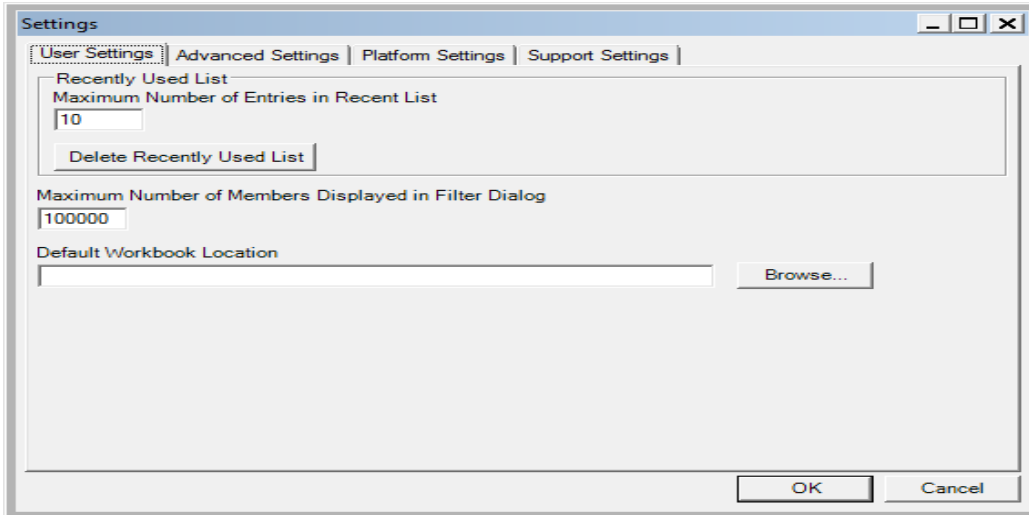
**Figure 15**
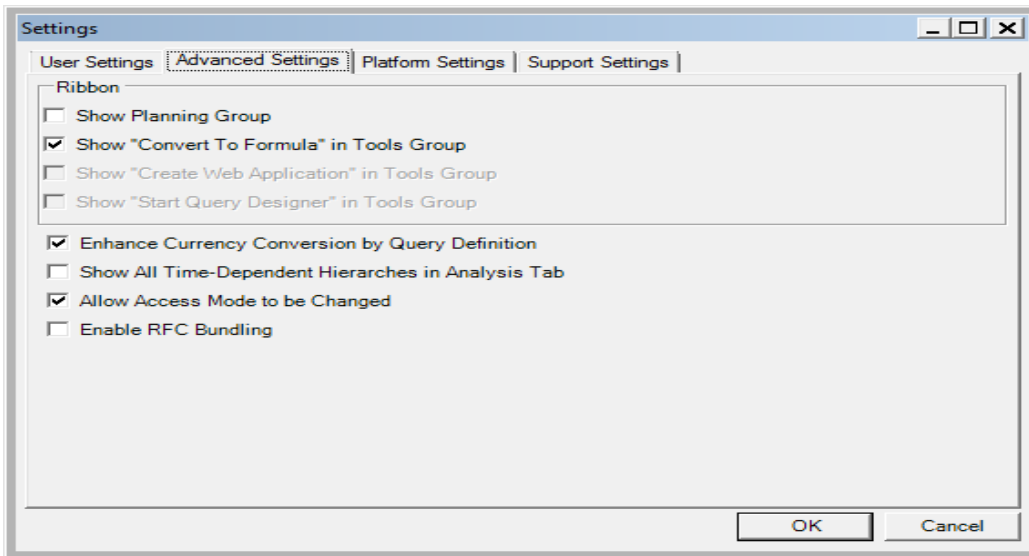


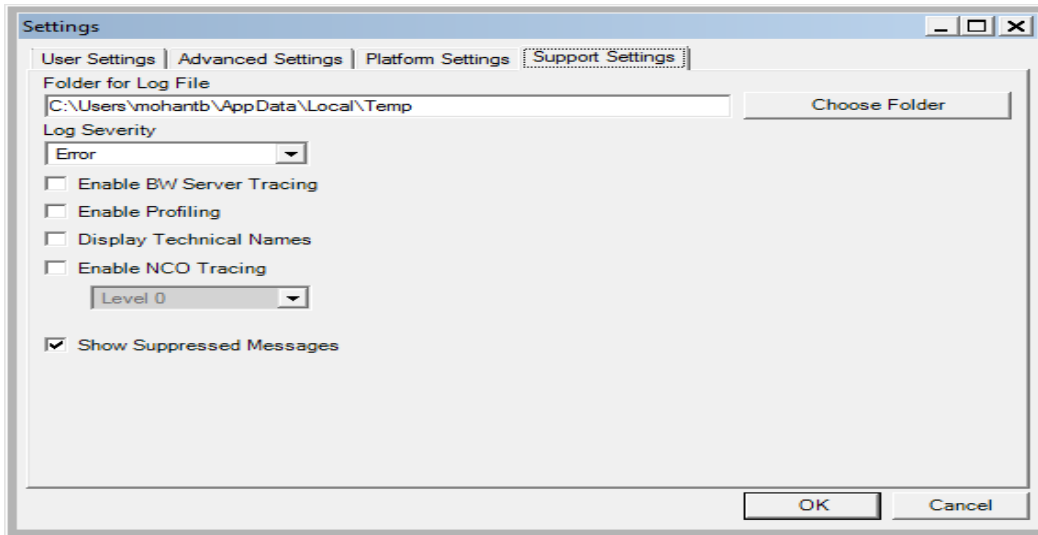**Figure 16**
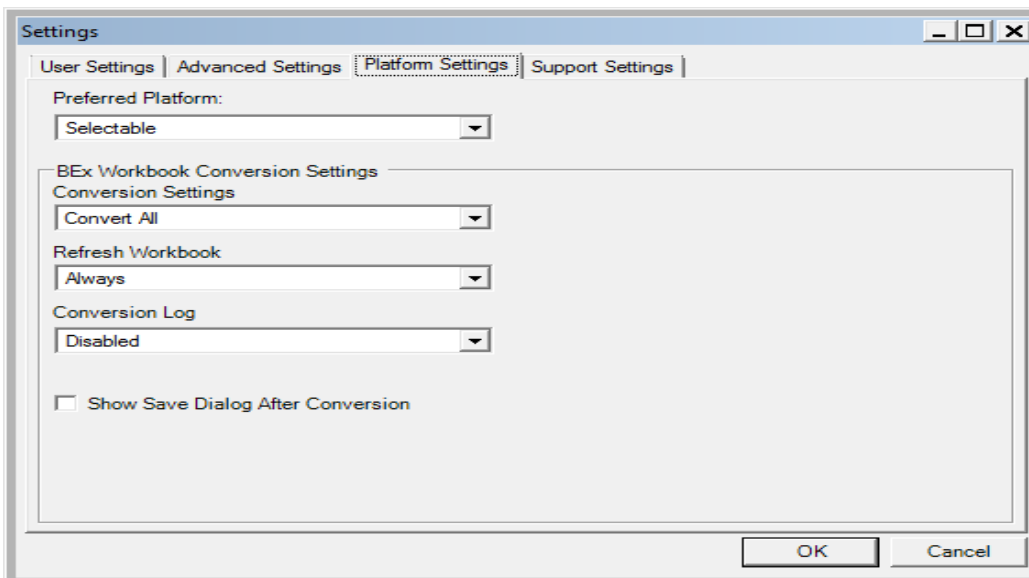


**Figure 17**

**Figure 18**

### STEP 7: Save the Report in a Server Folder

Report can be saved into a server folder (provided access has been granted to the user to the same folder) in SAP Business Object server using CMS platform. Once saved in a folder, report can be used / reused by other users or group of users.