

Accessing the Emergency Management Business Intelligence (EMBI)

The EMBI system can be accessed at: <https://obipublic.epa.gov/analytics/saw.dll?Dashboard>

Your User ID and password are the same as you use to access the EPA Portal.

Once you are logged in you will see a display with various reports and statistics about paint. This is a demo database that can be used for training. The next page will provide instructions on how to set your default dashboard to your region rather than the paint demo.

A set of four reports have been provided as a starting point. These reports were based on some initial user requests for some specific reports that were needed on a regular basis. During the web conference we will discuss how you can develop your own reports to satisfy your reporting needs.

Using the prompts at the top of the screen you can modify the searches to different warehouses and different time frames.

The provided reports are:

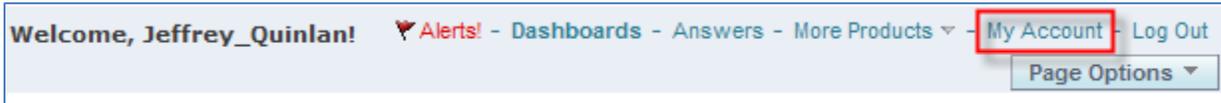
- **Maintenance Costs Report Detail**
This report shows the Equipment Maintenance Costs for all the warehouses or specified warehouses by Year, Month, Year and Month or specified data range.
- **Service Report Detail**
This report shows the Equipment Servicing Details and Costs for all the warehouses or specified warehouses by Year, Month, Year and Month or specified data range.
- **Equipment Checked Out Report**
This Report Contains Information on anything that was checked out that month for whatever reasons such as factory calibration, factory service, or factory repair. Report needs to show equipment that had been checked out regardless of whether it is still out or has been checked back in.
- **New Equipment Received Report**
This Report contains Information about Date equipment that was initially received at the warehouse.

Setting Your Default Dashboard

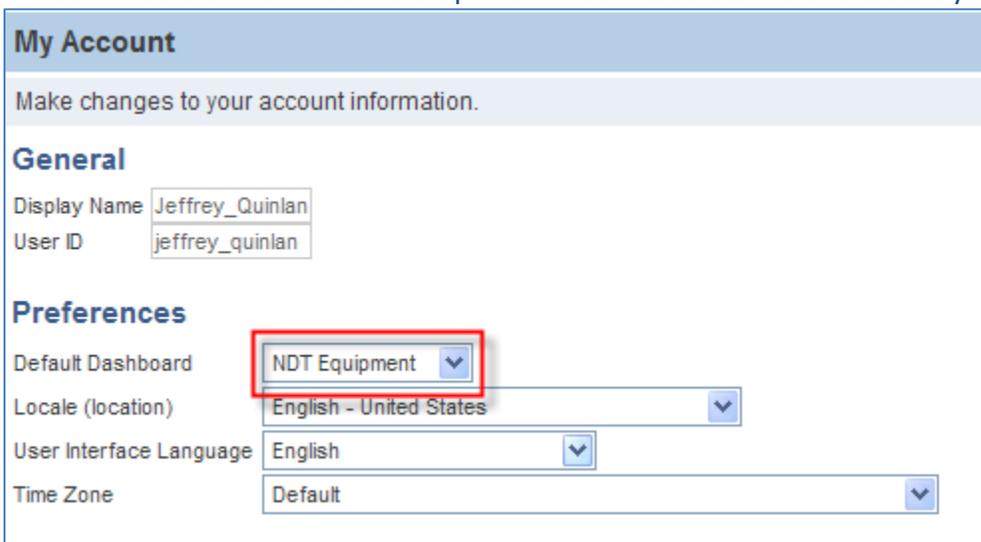
All users initial login will bring them to the Paint dashboard; this is how BIAC has setup the initial login to work. Once the user logs in for the first time they can set there default page. They will always be brought to the BIAC Oracle Business Intelligence screen first.

To set default dashboard:

Once logged in click on My Account

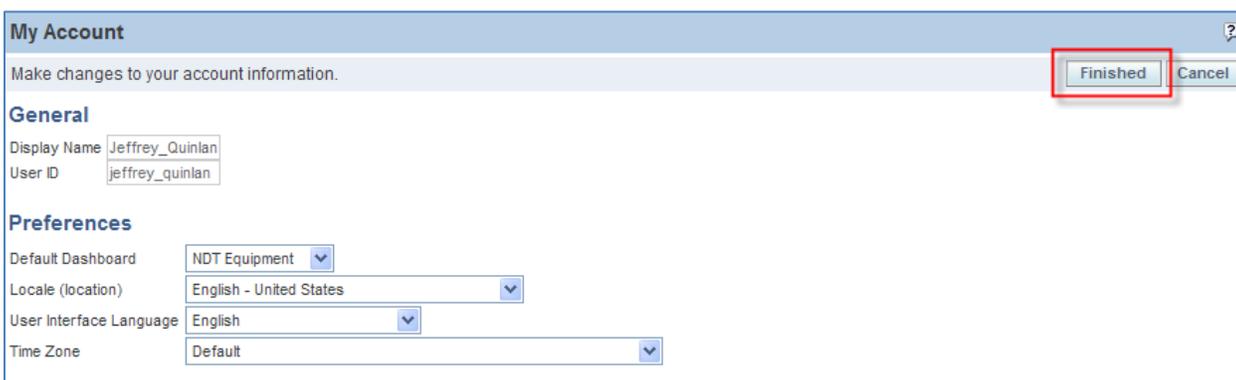


Click on the Default Dashboard drop down list and select the Dashboard you wish to have as your default.



A screenshot of the 'My Account' preferences page. The page title is 'My Account' and the subtitle is 'Make changes to your account information.' Under the 'General' section, there are two text input fields: 'Display Name' with the value 'Jeffrey_Quinlan' and 'User ID' with the value 'jeffrey_quinlan'. Under the 'Preferences' section, there are four dropdown menus: 'Default Dashboard' (selected 'NDT Equipment'), 'Locale (location)' (selected 'English - United States'), 'User Interface Language' (selected 'English'), and 'Time Zone' (selected 'Default'). The 'Default Dashboard' dropdown is highlighted with a red rectangular box.

Click Finished on the Same Screen and you are done.



A screenshot of the 'My Account' preferences page, identical to the previous one. In this view, the 'Finished' button is highlighted with a red rectangular box. The 'Cancel' button is also visible next to it. The 'Default Dashboard' dropdown remains selected 'NDT Equipment'.

The next time you log into EMBI you will be brought directly to the dashboard you have set.