



**Statement of Work CRUR-82LTV8**

**For**

**EPMS Data Warehouse**

**Prepared for**

**Alabama State Department of Education**

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## 1. Overview and Approach

IBM is pleased to present this Statement of Work (SOW) to Alabama State Department of Education (ALSDE) for proposed EPMS services. The primary goal of this project is a successful implementation of the IBM Cognos Education Performance Management System (EPMS), to include specifically, the IBM Cognos EPMS Data Warehouse at ALSDE. EPMS was developed by IBM Cognos to provide information focused on typical reporting and analysis needs of a state Department of Education (DOE). That important framework provides a running start for ALSDE to deliver the answers to a wide ranging number of K-12 reporting and analysis questions, and more importantly the objectives of the ALSDE project.

## 2. Statement of Work

This section describes the work to be provided by IBM ("Services") under the terms and conditions of the agreement identified by name, number and date in the signature block of this SOW, the "Agreement." In addition, your responsibilities are listed.

Changes to this SOW will be processed in accordance with the procedure described in Appendix A-1: Project Change Control Procedure. The investigation and the implementation of changes may result in modifications to the Estimated Schedule, Charges, and other terms of this SOW and/or the Agreement.

The following are incorporated in and made part of this SOW:

- Appendix A: Project Procedures
- Appendix B: Materials

To the extent there is any contradiction, inconsistency or ambiguity between the terms of this SOW and the Agreement, this SOW will govern.

### 2.1 Project Scope

In this project IBM will:

- a. Provide Project Management Services
- b. Provide IBM Cognos Hardware Sizing, Product Installation Planning, Product Installation and Tuning services
- c. Provide Process Exception and Data Handling Services
- d. Provide IBM Cognos EPMS Data Warehouse Build Out Activities, Source Data Mapping, Extract Processes, and Load, of the EPMS data warehouse.
- e. Provide IBM Cognos EPMS reporting from the list of standard EPMS reports, including EDEN and LDS reports
- f. Provide IBM Cognos security integration for the EPMS application.
- g. Provide IBM Cognos connection based EPMS portal.
- h. Provide IBM Cognos Product Installation Production Environment
- i. Provide IBM Cognos EPMS Data Warehouse Post Implementation Support
- j. Provide Standard IBM Cognos Training/Education Courses

### 2.2 Key Assumptions

This SOW and IBM's estimates are based on the following key assumptions, and those listed in the activities in Section 2.3 IBM Responsibilities, if any. Deviations that arise during the proposed project will be managed through the procedure described in Appendix A-1: Project Change Control Procedure, and may result in adjustments to the Project Scope, Estimated Schedule, Charges and other terms. These adjustments may include charges on a fixed-fee basis using IBM's standard rates in effect from time to time for any resulting additional work or waiting time.

- a. Work under this SOW will be performed at your facility in Montgomery Alabama, except for any project-related activity which IBM determines would be best performed on IBM premises in order to complete its obligations and responsibilities under this SOW. Such activity will be billable to you.

- b. IBM will provide the Services under this SOW during normal business hours, 8:30 AM to 5:15 PM, local time, Monday through Friday, except holidays. If necessary, you will provide after-hours access to your facilities to IBM personnel. Out-of-town personnel may work hours other than those defined as normal business hours to accommodate their travel schedules.
- c. If your customer number indicates that you require a Purchase Order (PO) for payment purposes, the Services and deliverables under this SOW will not be provided until a PO or a PO waiver for the charges specified in Section 2.8 Charges, including travel and living expenses, is received. A PO waiver may be sent in hard copy or e-mail, but must come from an authorized officer or your purchasing agent. Any different or added terms contained in any PO or other ordering documents that might be exchanged in relation to activities under this SOW will not be applicable or of any effect. At its sole discretion, IBM may elect to begin delivery of Services after SOW execution, but prior to receipt of PO or PO waiver, on a limited, case-by-case basis.
- d. During its performance under this project, IBM Cognos shall make every reasonable attempt and facilitate an environment that will successfully impart sufficient knowledge and skill to ALSDE personnel. Wherever IBM Cognos is required to provide or transfer information to the ALSDE personnel, IBM Cognos shall provide the ALSDE with the opportunity for side-by-side observation and discussion with IBM Cognos personnel.
- e. Unless otherwise approved by the ALSDE, IBM Cognos hereunder will perform most of the work at the ALSDE facilities as a joint project team. Nevertheless, where possible and reasonable ALSDE shall not withhold its consent for IBM Cognos' consultants to accomplish their assignments remotely.
- f. Where data cleansing is identified, the identified data cleansing issue will be communicated back to ALSDE and remain the responsibility of ALSDE to correct, unless mutually agreed upon as an addition to project scope with a resulting project change order.
- g. The primary data sources for this project will be defined as the Alabama Consolidated Education System (ACES)
- h. ALSDE Business Unit Heads and Subject Matter Experts (SMEs) are made available and participate in the working sessions identified in the activity areas of this project.
- i. Training of ALSDE key personnel is included in this Statement of Work.
- j. Training of ALSDE End Users is not included in this Statement of Work.
- k. ALSDE at their request will be actively involved in all portions of the engagement.
- l. ALSDE will be responsible for making all agreed upon process improvements

## 2.3 IBM Responsibilities

Under this SOW, IBM will undertake the following activities:

### **Activity 1 - Project Management**

IBM will provide project management for the IBM responsibilities in the SOW. The purpose of this activity is to provide technical direction and control of IBM project personnel and to provide a framework for project planning, communications, reporting, procedural and contractual activity. This activity is composed of the following tasks:

#### **Planning**

- a. Review the SOW and the contractual responsibilities of both parties with your Project Manager.
- b. Maintain project communications through your Project Manager.
- c. Coordinate the establishment of the project environment.
- d. Establish documentation and procedural standards for deliverable Materials.
- e. Assist your project manager to prepare and maintain the project plan for the performance of the SOW which will include the product training plan, activities, tasks, assignments, milestones and estimates.
- f. Review with you the hardware required for the performance of the SOW.
- g. Work with ALSDE personnel to develop End User Training.

### **Project Tracking and Reporting**

- h. Review project tasks, schedules, and resources and make changes or additions, as appropriate. Measure and evaluate progress against the project plan with your Project Manager.
- i. Review the IBM standard invoice format and billing procedure to be used on the project, with your Project Manager.
- j. Work with your Project Manager to address and resolve deviations from the project plan.
- k. Conduct regularly scheduled project status meetings.
- l. Report time spent on the project to your Project Manager.
- m. Administer the Project Change Control Procedure with your Project Manager.
- n. Coordinate and manage the technical activities of IBM project personnel.

#### ***Completion Criteria:***

This is an ongoing activity which will be considered complete at the end of the Services.

#### ***Deliverable Materials:***

- Project Plan
- Regular Project Status Reports

### **Activity 2 - Provide IBM Cognos Hardware Sizing, Product Installation Planning, Product Installation and Tuning services Development Environment**

In this activity, IBM will perform Services which include the following tasks:

- a. Provide Hardware sizing for the IBM Cognos Application.
- b. Develop the Technical Architecture Document (TAD) and IBM Cognos product certified installation document
- c. Perform IBM Cognos Standard Software Installation and Testing for the development and production environments
- d. Provide both on and off site system design, tuning and troubleshooting
- e. Work with ALSDE personnel to install the development system

#### ***Deliverable Materials:***

- Hardware Sizing Document
- Technical Architecture Document
- Configuration Management Plan Document

### **Activity 3 - Process and Data Gap Analysis**

In this activity, IBM will perform Services which include the following tasks:

- a. Review with SME ALSDE personnel the current processes for assessment, Annual Yearly progress (AYP), Highly Qualified Teacher (HQT), Graduation rate, and Drop out rates
- b. Work with ALSDE personnel to identify the mechanisms to collapse those processes to reduce the amount of manual validation and correction.
- c. Work with ALSDE personnel to recommend mechanisms to collapse the current processes to make them more efficient

#### ***Deliverable Materials:***

- ALSDE Process Document for Assessment, AYP, HQT, Graduation rate, and Drop Out rates.

#### **Activity 4 - Source Data Mapping and Extract Process Development**

In this activity, IBM will perform Services which include the following tasks:

- a. Initial EPMS product configuration
- b. Perform System Review, Process Review, Design and Gap Analysis
- c. Review data sources for data transfer and ETL for access and understanding of data constructs
- d. Perform Data Mapping Analysis
- e. Perform mapping
- f. Immediate direct support for ALSDE Implementation Staff on site
- g. Development and testing of the programs and/or processes used to create the data using the mapping rules
- h. Plan and Assist in Testing
- i. Data mapping assistance/guidance, troubleshooting, etc

##### ***Deliverable Materials:***

- ALSDE Mapping and ETL Database schema Document

#### **Activity 5 - ALSDE (EPMS) EPMS Data Warehouse Build Out Activities ,Report Development, System Testing and Deployment**

In this activity, IBM will perform Services which include the following tasks:

- a. Document Reporting requirements and report development.
- b. Provide Knowledge Transfer and/or documentation to ALSDE Implementation Staff.
- c. Provide reporting and analysis implementation support to ALSDE
- d. Provide ALSDE Reporting validation assistance.
- e. Provide agreed upon LDS and EDEN reports

##### ***Deliverable Materials:***

- Reporting Requirements Document

#### **Activity 6 - Provide IBM Cognos security integration for the EPMS application**

In this activity, IBM will perform Services which include the following tasks:

- a. Integrate EPMS security into ALSDE environment.

##### ***Deliverable Materials:***

None

#### **Activity 7 - Provide IBM Cognos connection based EPMS portal**

In this activity, IBM will perform Services which include the following tasks:

- a. Deploy IBM Cognos Connection Portal.

##### ***Deliverable Materials:***

None

#### **Activity 8 - Provide IBM Production Installation**

In this activity, IBM will perform Services which include the following tasks:

- a. Perform IBM Cognos Standard Software Installation and Testing for the production environments
- b. Provide both on and off site system design, tuning and troubleshooting

***Deliverable Materials:***

- None

**Activity 9 - Post Implementation Support**

In this activity, IBM will perform Services which include the following tasks:

- a. Provide up to 240 hours (30 working Days) (five working days per month on average) of ALSDE Post Implementation Support and/or Enhancements for six months after go live.

***Deliverable Materials:***

- Post Implementation Status Reports

**Activity 10 - Provide you with Standard Education/Training Courses**

- a. Deliver the IBM Cognos 8 BI Data Manager: Build Datamarts with Enterprise Data (v8.4) course in 5 days for up to 8 students
- b. Deliver the IBM Cognos 8 BI Report Studio: Author Professional Reports Fundamentals (v8.4) course in 3 days for up to 12 students
- c. Deliver the IBM Cognos 8 BI Administration (v8.4) course in 3 days for up to 4 students
- d. Deliver the IBM Cognos 8 BI Framework Manager: Design Metadata Models (v8.4) course in 5 days for up to 8 students
- e. Deliver the IBM Cognos 8 BI Transformer: Design OLAP Models (v8.4) course in 4 days for up to 8 students

***Deliverable Materials:***

- IBM Cognos 8 BI Data Manager: Build Datamarts with Enterprise Data (v8.4) - Student Manual
- IBM Cognos 8 BI Report Studio: Author Professional Reports Fundamentals (v8.4) – Student Manual
- IBM Cognos 8 BI Administration (v8.4) – Student Manual
- IBM Cognos 8 BI Framework Manager: Design Metadata Models (v8.4) – Student Manual
- IBM Cognos 8 BI Transformer: Design OLAP Models (v8.4) – Student Manual

**2.4 Your Responsibilities**

The completion of the effort depends on the full commitment and participation of your management and personnel.

The responsibilities listed in this section are in addition to those responsibilities specified in the Agreement, and are to be provided at no charge to IBM. IBM's performance is predicated upon the following responsibilities being fulfilled by you. Delays in performance of these responsibilities may result in additional cost and/or delay of the completion of the project, and will be handled in accordance with Appendix A-1: Project Change Control Procedure. You agree to the following:

**2.4.1 Your Project Manager**

Prior to the start of this SOW, you will designate a person called your Project Manager who will be the focal point for IBM communications relative to this project and will have the authority to act on behalf of you in all matters regarding this project. Your Project Manager's responsibilities include:

- a. Manage your personnel and responsibilities for this project.
- b. Serve as the interface between IBM and all your departments participating in the project.

- c. Administer the Project Change Control Procedure with the IBM Project Manager.
- d. Participate in project status meetings.
- e. Obtain and provide information, data, and decisions within { three working days of IBM's request unless you and IBM agree in writing to a different response time.
- f. Resolve deviations from the estimated schedule, which may be caused by you.
- g. Help resolve project issues and escalate issues within your organization, as necessary.
- h. Review with the IBM Project Manager any of your invoice or billing requirements. Such requirements that deviate from IBM's standard invoice format or billing procedures may have an effect on price, and will be managed through the Project Change Control Procedure in Appendix A-1.
- i. Create, with IBM's assistance, the project plan for the performance of this SOW which will include the product training plan, activities, tasks, assignments, milestones and estimates.

#### **2.4.2 Other Responsibilities**

- a. Ensure that your staff is available to provide such assistance as IBM reasonably requires and that IBM is given reasonable access to your senior management, as well as any members of your staff to enable IBM to provide the Services, if any. You will ensure that your staff has the appropriate skills and experience. If any of your staff fails to perform as required, you will make suitable additional or alternative staff available.
- b. Provide all information and materials reasonably required to enable IBM to provide the Services, if any. You agree that all information disclosed or to be disclosed to IBM is and will be true, accurate and not misleading in any material respect. IBM will not be liable for any loss, damage or deficiencies in the Services, if any, arising from inaccurate, incomplete, or otherwise defective information and materials supplied by you.
- c. Make final selection of solution and technical architectures.
- d. Supply all prerequisite hardware and software to be used during the performance of this SOW. This does not include any hardware or software normally used by IBM consultants in the performance of their day-to-day responsibilities with IBM.
- e. Allow IBM and its subsidiaries to store and use your business contact information (your employees' names, business phone numbers, and business e-mail addresses) anywhere they do business. Such information will be processed and used in connection with our business relationship and may be provided to contractors acting on IBM's behalf, IBM Business Partners, and assignees of IBM and its subsidiaries for uses consistent with our business relationship.

#### **2.4.3 Laws, Regulations and Statutes**

You are responsible for the identification of, interpretation of, and compliance with, any applicable laws, regulations and statutes that affect your applications or business.

#### **2.4.4 Data File Content and Security**

You are solely responsible for the actual content of any data file, selection and implementation of controls on its access and use, and security of the stored data.

#### **2.4.5 Facilities**

You will provide IBM and its personnel facilities that IBM may reasonably require to perform the Services, in particular, supplies, furniture, computer facilities, telephone/fax communications, analog lines and broadband access via network connectivity capability and other facilities while IBM is working on these Services. The IBM project team will be located in an area adjacent to your subject matter experts and technical personnel, and all necessary security badges and clearance will be provided for access to this area. A lockable cabinet will be provided to IBM personnel in accordance with your security procedures. You will be responsible for ensuring that you have appropriate backup, security and virus-checking procedures in place for any computer facilities you provide or which may be affected by the Services.

### **2.5 Materials**

IBM will provide you with the tangible items listed in Appendix B which will be provided as Type II Materials, except Appendix B-10, B-11, B-12, B-13 and B-14, Student Course Materials, which will be provided as Type IV Materials.

Type IV Materials are those, created during the Service performance period or otherwise (such as those that preexist the Service), in which IBM or third parties have all right, title, and interest (including ownership of copyright). IBM will deliver one copy of the specified Materials to the student attending the class. IBM grants you an irrevocable, nonexclusive, worldwide, paid-up license for the student to use and display the course materials. Type IV Materials may not be further copied or distributed.

**2.6 Completion Criteria**

IBM will have fulfilled its obligations for the Services under this SOW when one of the following first occurs:

- a. IBM accomplishes the IBM activities described in Section 2.3 IBM Responsibilities, including delivery to you of the Materials listed, if any, or
- b. You or IBM terminates the project in accordance with the provisions of the Agreement.

**2.7 Schedule**

The Services will be provided after mutual contract execution, between a start date to be determined by both parties and an estimated end date of April 30, 2011("End Date"), or on other dates mutually agreed to between you and IBM.

**2.8 Charges**

This Professional Services fees for this project will be conducted on a fixed-price basis. The fixed price for performing the Services defined in the SOW will be \$\_\_\_\_\_. Expenses are included in this total. IBM will invoice you for all milestones as they are completed.

Milestone	Milestone Dollar Value
Statement of Work Execution	
Project Kickoff	
Delivery of the of the Project Plan to ALSDE	
Delivery of the Hardware Sizing Document to ALSDE	
Delivery of the of the Installation Planning Document	
Completion of Development System Installation Services	
Delivery of the Process and Data Mapping Document	
Completion of source Data Mapping and source process development process	
Complete Data Warehouse Build Out Activities for Dimensional Tables	
Complete Data Warehouse Build Out Activities for fact Tables	
Complete Report Development	
Complete Dashboard and IBM Cognos connection portal	
Complete Security integration	
Production System Installation Services	
Complete System Testing	
Post Implementation Support	
<b>Total</b>	

IBM will conduct the following class(es) on a fixed-price basis:

Course Title	Duration (Days)	No. of Students	Daily Course Fee	Total Course Fee
B2480 IBM Cognos 8 BI Data Manager: Build Datamarts with Enterprise Data (v8.4)	5	8-12		
B2458 IBM Cognos 8 BI Report Studio: Author Professional Reports Fundamentals (v8.4)	3	8-12		

B2455 IBM Cognos 8 BI Administration (v8.4)	3	4		
B2452 IBM Cognos 8 BI Framework Manager: Design Metadata Models (v8.4)	5	8-12		
B2482 IBM Cognos 8 BI Transformer: Design OLAP Models (v8.4)	4	8-12		
<b>Total Course Fees</b>				

The fees for the IBM Cognos education are: \$\_\_\_\_\_.

In addition to the fees above, you will be charged \$xxx.00 per day for each student in attendance in excess of the above number of students for each class. Classes are limited to a maximum of 15 students and will be provided at the location shown in section 2.2. IBM will invoice you monthly for completed classes.

Based on availability, computer equipment and software can be provided by IBM for each class for a fee of \$xxx per student/ per week. Based on availability, IBM can deliver the Roaming Lab for weekly per student fee to the location shown in Section 2.2 Key Assumptions. If delivered to a site provided by you, you will be responsible for the hardware and software while it is at this location. IBM will be responsible for providing a carrier of IBM's choice to deliver and pick up the Roaming Lab from this location

Fees shown above are inclusive of any travel and living expenses. Fees shown above are exclusive of other reasonable expenses incurred in connection with the Services, and any applicable taxes.

**The total estimated charges for this SOW are \$\_\_\_\_\_.**

Amounts are due upon receipt of invoice and payable within 30 days. You agree to pay accordingly, including any late-payment fee. You do not have to pay any amount disputed in good faith while it is being investigated, but you remain obligated to pay any amount not in dispute.

For IBM personnel that ultimately remain on the assignment for more than one year, or who perform services in countries other than where they are permanently assigned, or in other certain limited situations, there may be an increased tax burden pursuant to home and work jurisdiction tax laws. You will be responsible for, and will pay, the increased expenses related to federal, state and local tax assistance provided by IBM to the affected IBM personnel. Application of the appropriate tax rules will be determined by IBM. The charges will be billed, when appropriate, with the travel and living expenses affected and incurred in the performance of the Services detailed in this SOW. In the case of services performed outside the individual's permanent work country, there may be additional charges as a result of the international assignment program.

You will be billed in advance, subject to later adjustments, if necessary, for example, to adjust estimated tax amounts to final tax amounts.

## 2.9 Additional Terms and Conditions

### 2.9.1 Required Consents

Prior to making your facilities, software, hardware, networks or other similar resources available to IBM, you will promptly obtain any licenses or approvals necessary for IBM or its subcontractors to use, access and modify such resources to the extent necessary for IBM to perform the Services, including the development of any Materials. IBM will be relieved of its obligations to the extent your failure to promptly obtain such licenses or approvals adversely affect IBM's ability to perform its obligations. If a third party asserts a claim against IBM as a result of your failure to promptly obtain these licenses or approvals, you agree to reimburse IBM for any costs and damages that IBM may reasonably incur in connection with such claim.

### 2.9.2 Offer Expiration Date

This offer will expire on March 31,2010 unless extended by IBM in writing.

Each of us agrees that the complete agreement, which replaces any prior oral or written communications between us regarding this transaction, consists of 1) the Statement of Work and its Appendices, and 2) the Agreement identified below.

In entering into this SOW, you are not relying upon any representation made by or on behalf of IBM that is not specified in the Agreement or this SOW, including, without limitation, the actual or estimated completion date, amount of hours to provide any of the services, charges to be paid, or the results of any of the services to be provided under this SOW.

An authorized signature on this page by you indicates your acceptance of this Statement of Work.

Agreed to:  
Alabama State Department of Education

Agreed to:  
**International Business Machines Corporation**  
**Armonk, New York 10504**

By:  
**NOT FOR SIGNATURE**

By:  
**NOT FOR SIGNATURE**

Authorized signature

Authorized signature

Name (type or print): \_\_\_\_\_

Name (type or print): \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Agreement name: IBM CUSTOMER AGREEMENT

Agreement number: HQ12291

Statement of Work number: CRUR-82LTV8

IBM Fax number: 845-491-2674

IBM E-mail address: issim2ac@us.ibm.com

## Appendix A: Project Procedures

### A - 1: Project Change Control Procedure

The following process will be followed if a change to this SOW is required.

- (1) IBM and you may determine that it is necessary to add additional Services or extend the End Date. In such event, you may authorize additional funding or End-Date extension by execution of a Project Change Request as discussed below. If accepted or initiated by IBM, such letter or e-mail shall act as a Change Authorization to this SOW. All other requested changes will require execution of a Project Change Request as discussed below.
- (2) A Project Change Request (PCR) will be the vehicle for communicating change. The PCR must describe the change, the rationale for the change and the effect the change will have on the project.
- (3) A PCR must be signed by authorized representatives from both parties to authorize implementation of the change. Until a change is agreed to in writing, both parties will continue to act in accordance with the latest agreed version of the SOW.

## Appendix B: Materials

### **B - 1: Project Plan**

**Purpose:** To Provide the overall schedule and critical path items for the project

**Content:** Microsoft Project Plan

**Delivery:**

IBM will deliver one (1) copy of this document in softcopy format.

### **B - 2: Regular Project Status Reports**

**Purpose:**

To Document the progress of the project on a weekly basis versus the project Plan

**Content:**

Microsoft Word Document in standard IBM Cognos Status Report Context

**Delivery:**

IBM will deliver one (1) copy of this document in softcopy format.

### **B - 3: Hardware Sizing Document**

**Purpose:**

To Document the recommended hardware environment for development and production

**Content:**

Microsoft Word Document in standard IBM Cognos Sizing document format

**Delivery:**

IBM will deliver one (1) copy of this document in softcopy format.

### **B - 4: Technical Architecture Document**

**Purpose:**

To Document the recommended technical architecture for development and production

**Content:**

Microsoft Word Document in standard IBM Cognos Technical Architecture document format

**Delivery:**

IBM will deliver one (1) copy of this document in softcopy format.

### **B - 5: Configuration Management Plan Document**

**Purpose:**

To Document the actual configuration for both development and production environments

**Content:**

Microsoft Word Document in standard IBM Cognos Configuration Management document format

**Delivery:**

IBM will deliver one (1) copy of this document in softcopy format

**B - 6: ALSDE Process Document for Assessment of AYP,HQT,Graduation rates, and Drop out rates**

**Purpose:**

To Document the current and desired processes for AYP, HQT, Graduation rates, and Dropout Rates

**Content:**

Microsoft Word Document in standard IBM Cognos Process document format

**Delivery:**

IBM will deliver one (1) copy of this document in softcopy format

**B - 7: ALSDE Mapping and ETL Database schema Document**

**Purpose:**

To Document the EPMS database and schema mapping

**Content:**

Microsoft Word Document in standard IBM Cognos EPMS Data Mapping format

**Delivery:**

IBM will deliver one (1) copy of this document in softcopy format

**B - 8: Reporting Requirements Document**

**Purpose:**

To Document the reporting requirements for the EPMS Project

**Content:**

Microsoft Word Document in standard IBM Cognos Reporting Document format

**Delivery:**

IBM will deliver one (1) copy of this document in softcopy format

**B - 9: Post Implementation Status Reports**

**Purpose:**

To Document the status during the post implementation process

**Content:**

Microsoft Word Document in standard IBM Cognos Status Report format

**Delivery:**

IBM will deliver one (1) copy of this document in softcopy format

**B - 10: IBM Cognos 8 BI Data Manager: Build Datamarts with Enterprise Data (v8.4) – Student Manual**

**Purpose:** Provide Data Manager training to an audience of up to 8-12 students

**Content:** IBM Cognos 8 BI Data Manager: Build Datamarts with Enterprise Data (V8.4) is a five-day, instructor-led course that teaches participants how to move, merge, consolidate, and transform data from a range of data sources to build and maintain subject-area data marts. In the process, students will create a catalog and add connections to data sources and targets. They will also deliver fact and dimension data to a data mart through the use of builds and the dimensional framework. In addition, students will learn how to automate common functionality and handle complex data issues, such as unbalanced hierarchical structures.

**Delivery:** IBM will deliver one (1) copy of this document in hardcopy format to each student

**B - 11: IBM Cognos 8 BI Report Studio: Author Professional Reports Fundamentals (v8.4) – Student Manual**

**Purpose:** Provide Report Studio fundamental training to an audience of up to 8-12 students

**Content:** IBM Cognos 8 BI Report Studio: Author Professional Reports Fundamentals (V8.4) is a three-day, instructor-led course. It is designed for report authors to learn report building techniques using relational data models, and ways of enhancing, customizing, and managing professional reports. Attendees will participate in hands-on demos and workshops that illustrate key concepts while learning how to use the product.

**Delivery:** IBM will deliver one (1) copy of this document in hardcopy format to each student

**B - 12: IBM Cognos 8 BI Administration (v8.4) – Student Manual**

**Purpose:** Provide BI Administration training to an audience of up to 4 students

**Content:** IBM Cognos 8 BI Administration (v8.4) is a three-day, instructor-led course that is designed to teach new administrators the fundamental responsibilities of administering servers and content in IBM Cognos 8 BI. Through a combination of lectures and hands-on exercises, students will set up the IBM Cognos 8 BI system, implement security, and manage the server components. Students will also monitor and schedule tasks, create data sources, manage and deploy content, manage content in IBM Cognos Connection, and configure IBM Cognos 8 GO! Office.

**Delivery:** IBM will deliver one (1) copy of this document in hardcopy format to each student

**B - 13: IBM Cognos 8 BI Framework Manager: Design Metadata Models (v8.4) – Student Manual**

**Purpose:** Provide Framework Manager training to an audience of up to 8-12 students

**Content:** IBM Cognos 8 BI Framework Manager: Design Metadata Models (v8.4) is a five-day, instructor-led course that provides participants with introductory to advanced knowledge of metadata modeling concepts, and how to model metadata for predictable reporting and analysis results using Framework Manager. Participants will learn the full scope of the metadata modeling process, from initial project creation, to publishing of metadata to the Web, enabling end users to easily author reports and analyze data.

**Delivery:** IBM will deliver one (1) copy of this document in hardcopy format to each student

**B - 14: IBM Cognos 8 BI Transformer: Design OLAP Models (v8.4) – Student Manual**

**Purpose:** Provide Transformer training to an audience of up to 8-12 students

**Content:** IBM Cognos 8 BI Transformer: Design OLAP Models (v8.4) is a four-day, instructor-led course that provides participants with knowledge of OLAP modeling concepts using Transformer. Participants will learn how to design, build, and maintain PowerCubes for use in IBM Cognos 8 BI so that end users can easily analyze data.

**Delivery:** IBM will deliver one (1) copy of this document in hardcopy format to each student