

Sharing results with others

This part covers Discoverer Plus Relational's printing, export, and sharing features. These features enable you to share Discoverer worksheet data with other Discoverer users electronically on the web, or using printed reports.

For example, your manager requests a very important detailed report in half an hour!

- Using Discoverer, you might generate a report, save it in HTML format, and e-mail it to your manager.
- Alternatively, you might create a worksheet that your manager can access instantly using Discoverer Viewer on the other side of the world.

Discoverer makes it easy to share data between Discoverer and other application formats. Having used Discoverer to identify and analyze information, you might want to share your results with other users.

You can share your Discoverer results in the following ways:

- By printing reports on paper or in PDF (Portable Document Format) format (for more information, see "[Printing worksheets and graphs](#)")
- By giving other Discoverer users access to your workbooks (for more information, see "[Sharing workbooks](#)")
- By exporting data in several different application formats (for more information, see "[About exporting Discoverer data to other applications](#)")
- By exporting data to Oracle Reports format (for more information, see "[About exporting worksheets to Oracle Reports](#)")
- By publishing information on your company's intranet using Oracle Portal (for more information, see *Oracle Fusion Middleware Guide to Publishing Oracle Business Intelligence Discoverer Portlets* or *Oracle Fusion Middleware Administrator's Guide for Oracle Business Intelligence Discoverer* or Oracle Portal documentation)

Printing worksheets and graphs

This chapter explains how to print worksheets and graphs in Discoverer Plus Relational, and contains the following topics:

- ["About printing in Discoverer Plus Relational"](#)
- ["About elements of a printed worksheet in Discoverer Plus Relational"](#)
- ["What are Page Setup options"](#)
- ["About Page Setup options for graphs"](#)
- ["How to change Page Setup options for a worksheet"](#)
- ["How to print Discoverer workbooks"](#)
- ["How to print Discoverer worksheets"](#)
- ["How to print Discoverer workbooks and worksheets to PDF files"](#)

About printing in Discoverer Plus Relational

Discoverer enables you to print worksheet data and graphs. For example, you might want to mail a printed copy of a Discoverer worksheet to a colleague. Or, if you have Adobe Acrobat installed, you might want to create an Adobe Acrobat Portable Document Format (PDF) file that you can send to colleagues using e-mail.

When you print a worksheet that contains page items, you can either print the current page item values (that is, exactly what you see on the screen), or all page item values. For example, if you display Month in the page item area and you are currently displaying January data, you can print the January data or data for all months.

If you print worksheets that contain active parameters, Discoverer prompts you to enter parameter values to refine the data that you print.

When you print a worksheet with a graph in Discoverer Plus Relational, the worksheet and graph print on separate pages. To print a worksheet with a graph on the same printed page, you can do one of the following:

- Print the worksheet and graph in Discoverer Viewer
- Use Discoverer Portlet Provider to display multiple worksheets and graphs as portlets on a single portal page, and print the portal page (for more information, see *Oracle Fusion Middleware Guide to Publishing Oracle Business Intelligence Discoverer Portlets*)
- Export the worksheet and graph to an external application (for example, HTML) and print the page

About elements of a printed worksheet in Discoverer Plus Relational

Figure: [Elements of a printed worksheet](#) shows the elements of a printed worksheet in Discoverer.

Elements of a printed worksheet

Key to figure:

- a. Header margin
- b. Top margin
- c. Worksheet title area
- d. Worksheet data area
- e. Worksheet text area
- f. Bottom margin
- g. Footer margin
- h. Right margin
- i. Left margin

Note: To set print margins, display the "[Page Setup dialog: Margins tab](#)" (for example, click Page Setup on the Print dialog).

What are Page Setup options

Page Setup options are worksheet settings that affect how a worksheet prints out. For example:

- The Orientation setting (that is, Portrait or Landscape) determines the position of the worksheet relative to the printed page. The example below shows the same worksheet printed with a portrait orientation and a landscape orientation.

Discoverer worksheet in portrait and landscape orientation



Key to figure:

- a Discoverer worksheet with a portrait orientation
- b Discoverer worksheet with a landscape orientation

- The Header settings enable you to add a header to the top of a printed worksheet. The example below shows a worksheet containing a header that is on the printed page but is not displayed on-screen in Discoverer Plus Relational. In this example, the header contains the name of the worksheet author, the worksheet title, the date and time, and a separating line.

Discoverer worksheet with a header



Key to figure:

- a. The worksheet header that is displayed on the printed page

You can specify Page Setup options for each worksheet using the Page Setup dialog (for more information, see "[How to change Page Setup options for a worksheet](#)").

Discoverer Page Setup dialog



Note: The Graph tab is displayed when a worksheet has a graph currently displayed or the **Graph** check box is selected on the "[Print dialog](#)".

To display the Page Setup dialog, choose Page Setup from either the File menu, Print dialog, or Print Preview dialog. When you save a workbook, you save the Page Setup options that you have specified for each worksheet in that workbook.

Once you have selected Page Setup options, you click Print to display the operating system print dialog, which enables you set additional print settings. The example below shows the Windows print dialog.

Operating system print dialog



For example, for a multi-page worksheet, you might want to print the first page only to check the layout.

About Page Setup options for graphs

Page Setup options for graphs enable you to print a Discoverer graph in exactly the size you want. You set Page Setup options for a graph using the "[Page Setup dialog: Graph tab](#)".

Page Setup options dialog: Graph tab



For example, you might have a large graph displayed on screen (see screenshot below).

Discoverer worksheet containing a large graph

If you select the **Actual size** check box on the "[Page Setup dialog: Graph tab](#)" and print the graph, Discoverer crops the graph. In the screenshot below you can see that Discoverer crops the graph legend from the right hand side.

Discoverer printed worksheet with a cropped graph



If you select the **Fit to page** check box on the "[Page Setup dialog: Graph tab](#)" and print the graph, Discoverer prints the whole graph (see screenshot below).

Discoverer printed worksheet with a correctly printed graph



If you select the **Fit to page** check box with **Preserve the Ratio of Height and Width** selected on the "[Page Setup dialog: Graph tab](#)" and print the graph, Discoverer maintains the graph proportions (see screenshot below).

Discoverer graph with maintained proportions



If you select the **Fit to page** check box with **Preserve the Ratio of Height and Width** selected and **Preserve the Actual Font Size** selected on the "[Page Setup dialog: Graph tab](#)" and print the graph, Discoverer maintains the graph proportions and original font size (see screenshot below).

Discoverer graph with maintained proportions and font size



Copyright © 1999, 2009, Oracle and/or its affiliates. All rights reserved.

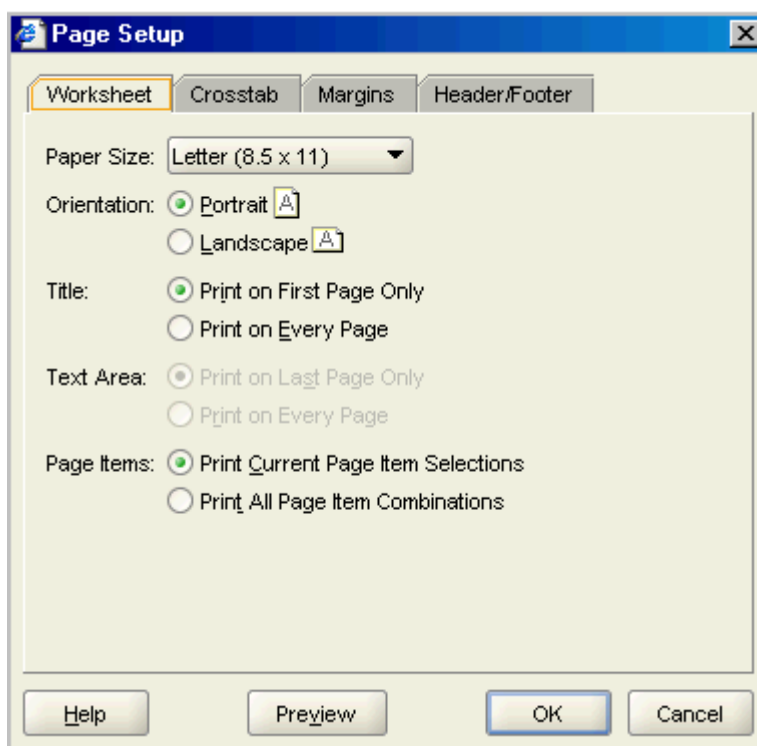
[Legal Notices](#)

How to change Page Setup options for a worksheet

You change Page Setup options for a worksheet to specify print layout options (for example, scaling, headers and footers). For example, you might want to add a header or footer to a printed worksheet.

To change Page Setup options for a worksheet:

1. Display the worksheet you want to edit.
2. Choose File | Page Setup to display the "Page Setup dialog".



Hint: You can also display the Page Setup dialog by clicking the Page Setup button on the Print dialog or Print Preview dialog.

3. Use the "Page Setup dialog" to select Page Setup options for the current worksheet.

For example:

- Use the "Page Setup dialog: Worksheet tab" tab to select a paper orientation, and specify the areas of the worksheet you want to print.
- Use the "Page Setup dialog: Table/Crosstab tab" to select page ordering, scaling, and whether to repeat worksheet headers on each printed page.
- Use the "Page Setup dialog: Graph tab" to select how to print worksheet graphs.
- Use the "Page Setup dialog: Margins tab" to select margin values.

- Use the "[Page Setup dialog: Header/Footer tab](#)" to add a report header or footer to a printed report.

4. Click OK to apply the Page Setup options.

Discoverer applies the Page Setup options for the current session. To save the Page Setup options permanently for the selected worksheet, you must save the workbook (for more information, see "[How to save workbooks](#)").

How to print Discoverer workbooks

You print a Discoverer workbook when you want to print all worksheets in a workbook. When you print a workbook, you print all worksheet data and graphs based on Page Setup options selected for the individual worksheets (for more information, see "[What are Page Setup options](#)").

Note: If you want different print settings for individual worksheets, change the Page Setup options for each worksheet before you print the workbook (for more information, see "[How to change Page Setup options for a worksheet](#)").

If worksheets contain active parameters, Discoverer prompts you to enter parameter values to refine the data that you print.

To print a Discoverer workbook:

1. Open the workbook you want to print.
2. Choose File | Print to display the "[Print dialog](#)".



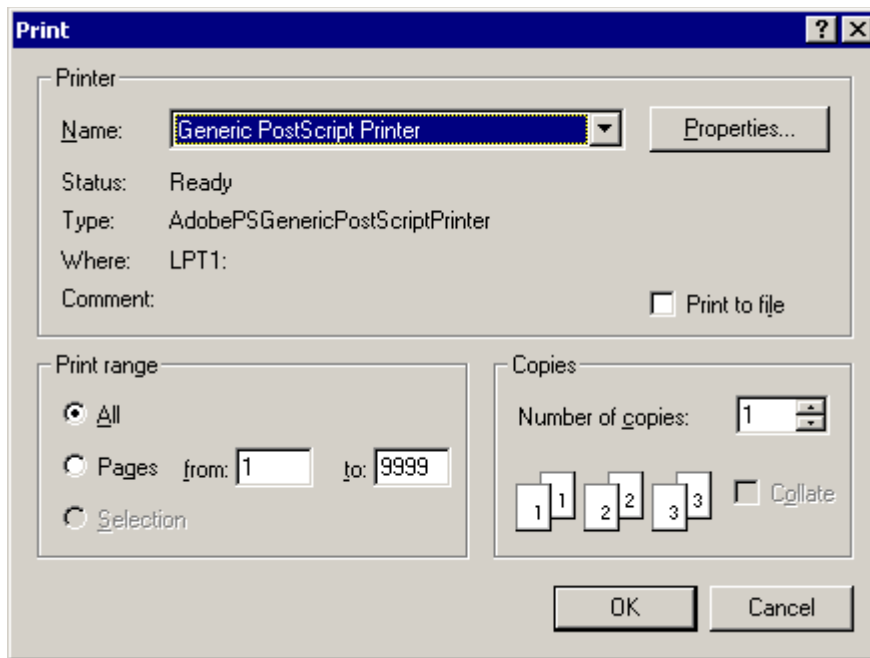
3. Select the **Entire Workbook** option.

Note: The **Page Setup** and **Preview** buttons and other options are grayed out when you print a workbook.

4. Click OK.
5. If any of the worksheets have active parameters, use the "[Print Wizard dialog: Parameters page](#)" to enter parameter values for each worksheet that has active parameters.



Discoverer then displays the operating system print dialog. For example, if you are using Windows, Discoverer displays the Windows Print dialog.



6. Use the operating system print dialog to set additional print options if required, and start the print job.

Discoverer prints the workbook on the printer selected.

How to print Discoverer worksheets

You print a Discoverer worksheet to print the currently displayed worksheet. You can print the worksheet data or graph, and select the page items you want to print. If the worksheet contains active parameters, Discoverer prompts you to enter parameter values to refine the data that you print.

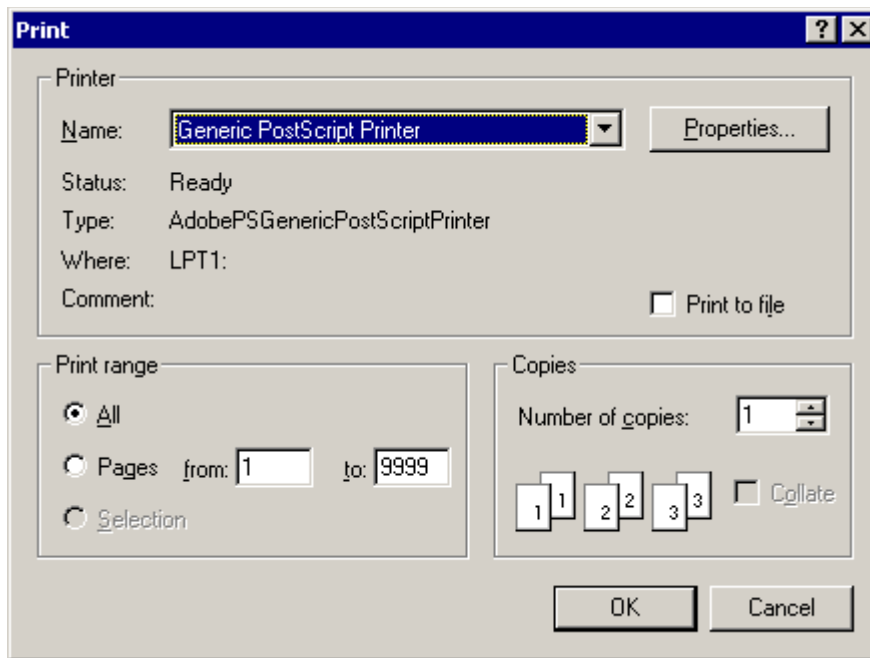
You can specify Page Setup options for each worksheet before you print it (for more information, see "[How to change Page Setup options for a worksheet](#)").

To print a Discoverer worksheet:

1. Open the workbook that contains the worksheet you want to print.
2. Display the worksheet you want to print.
3. (optional) Change the Page Setup options for the worksheet (for more information, see "[How to change Page Setup options for a worksheet](#)").
4. Choose File | Print to display the "[Print dialog](#)".
5. Use the Print dialog as follows:
 - a. Select the **Current Worksheet** check box.
 - b. Use the **Table/Crosstab** and **Graph** check boxes to specify the worksheet components you want to print.
 - c. (optional) Use the **Page Items** options to select the page item combinations you want to print.
 - d. (optional) To change the Page Setup options for the current worksheet, click Page Setup to display the "[Page Setup dialog](#)".
For example, you might want to create a worksheet header or footer, or change the margin size.
 - e. (optional) To check the printed worksheet layout before printing, click Preview to display the "[Print Preview dialog](#)".
 - f. (optional) To skip Discoverer alert messages that are displayed during printing, select the **Automatically Resolve Issues That Occur During Printing** check box.
 - g. Click OK.
6. If the worksheet has active parameters, use the "[Print Wizard dialog: Parameters page](#)" to enter parameter values for each active parameter.



Discoverer displays the operating system print dialog. For example, if you are using Windows, Discoverer displays the Windows Print dialog.



7. Use the operating system print dialog to set additional print options if required, and start the print job.

Discoverer prints the worksheet on the printer selected.

When you print a worksheet with a graph in Discoverer Plus Relational, the worksheet and graph print on separate pages. To print a worksheet with a graph on the same printed page, you can do one of the following:

- Print the worksheet in Discoverer Viewer
- Use Discoverer Portlet Provider to display multiple worksheets and graphs as portlets on a single portal page, and print the portal page (for more information, see *Oracle Fusion Middleware Guide to Publishing Oracle Business Intelligence Discoverer Portlets*)
- Export the worksheet and graph to an external application (for example, HTML) and print the page

How to print Discoverer workbooks and worksheets to PDF files

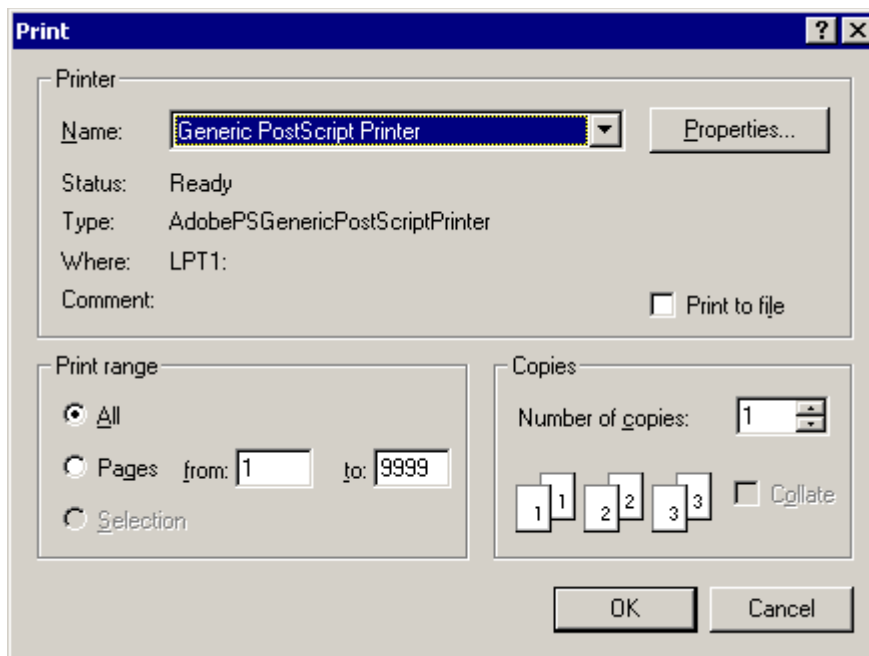
Discoverer enables you to print Discoverer workbooks and worksheets to a Portable Document Format (PDF) file. For example, you might want to send an e-mail containing a worksheet to a colleague who uses PDF files to share information.

Note: You must have Adobe Acrobat installed to print to a PDF file.

To print a Discoverer workbook or worksheet to a PDF file:

1. Follow the instructions in "[How to print Discoverer workbooks](#)" or "[How to print Discoverer worksheets](#)" until the operating system print dialog is displayed.

For example, when you click OK on the Discoverer Print dialog, if you are using Windows, Discoverer displays the Windows Print dialog.



2. In the operating system print dialog, select a PDF format (for example, Adobe Acrobat, Acrobat Distiller) from the printer list.
3. Follow the on-screen instructions to create the PDF file.

You can now open the Discoverer workbook or worksheet in an Adobe Acrobat reader.

Notes

- You can also create a PDF file by exporting the workbook or worksheet to Portable Document Format (for more information, see "[How to export Discoverer data](#)").

- You might also print to a postscript file from the operating system print dialog.
- The formatting of worksheets in PDF format is the same as in printed worksheets. For example, if a worksheet is printed on three sides of A4 paper, the worksheet in PDF format consists of three pages of A4-sized content.

Copyright © 1999, 2009, Oracle and/or its affiliates. All rights reserved.

[Legal Notices](#)

Exporting data to other applications

This chapter explains how to export worksheet data and graphs in Discoverer Plus Relational, and contains the following topics:

- ["About exporting Discoverer data to other applications"](#)
- ["About exporting worksheets to Oracle Reports"](#)
- ["About exporting worksheets to Microsoft Excel"](#)
- ["About exporting worksheets to Microsoft Excel Web Query format"](#)
- ["About how worksheets and graphs are exported"](#)
- ["About exporting worksheets that contain page items"](#)
- ["About accessing exported files"](#)
- ["How to export Discoverer data"](#)

About exporting Discoverer data to other applications

You can share your worksheets and graphs with other people by exporting the worksheets to popular application formats (for example, Oracle Reports, Microsoft Excel). For example, you might want to:

- e-mail a Discoverer worksheet in HTML format to your manager
- use the power of Oracle Reports to customize a Discoverer worksheet
- create a PDF (Portable Document Format) file that you can open in Adobe Acrobat

You can use Discoverer's Export Wizard to export worksheets and graphs in other formats (for more information, see "[How to export Discoverer data](#)"). You can also use buttons on the toolbar to export Discoverer data to Microsoft Excel and HTML formats.

When you export a worksheet, you export the data in the worksheet. Depending on the export format you choose, the exported worksheet might also contain its formatting and layout information. In some application formats, the exported worksheet might also contain Discoverer items. For example, if you export to Oracle Reports you export Discoverer calculations and totals. In other words, you can view the exported data in another application, but you cannot apply all Discoverer features to the data in that application.

In Discoverer, you export data for items currently displayed on the worksheet. To export data that is not currently displayed, ensure that you display the items on the worksheet before you start. If you do not want to export data displayed on the worksheet, ensure that you remove the items from the worksheet before you start.

You can export:

- single worksheets
- all worksheets in a workbook
- graphs associated with worksheets (except when exporting to Oracle Reports)

Notes:

- When an export is complete, Discoverer's "[Export Log dialog](#)" displays a list of files created during the export, and enables you to automatically open the first export file.
- Your computer platform and default settings determine which application is used to open files of different types.
- Some Internet browsers impose a limitation on the number of columns that can be displayed. If you export a worksheet with a large number of columns (for example, over 1000) in HTML format, the Internet browser might not be able to display all columns. For example, Microsoft Internet Explorer only displays up to 1000 columns.

- You can also create a PDF (Portable Document Format) file by printing to Portable Document Format (for more information, see "[How to print Discoverer workbooks and worksheets to PDF files](#)").

Copyright © 1999, 2009, Oracle and/or its affiliates. All rights reserved.

[Legal Notices](#)

About exporting worksheets to Oracle Reports

You can export worksheet data from Discoverer to Oracle Reports. You can then use Oracle Report's reporting features (for example, multi-component reports, break charts) to further enhance the worksheet data.

When you export worksheets to Oracle Reports, the export file includes the Discoverer query definition used to create the worksheets. When Oracle Reports opens the export file, this query is executed and the report is refreshed with up-to-date data. In other words, you do not have to repeat the export from Discoverer to get up-to-date data in Oracle Reports.

When you export Discoverer worksheets to Oracle Reports, worksheet data is exported in the Extensible Markup Language (XML) format used by Oracle Reports. During export, Discoverer populates Oracle Report's data model, reports layout, and previewer.

Exported worksheet data is displayed in Oracle Reports. When you open an exported Discoverer worksheet in Oracle Reports, you have everything that you require to continue to work on the report definition on a standalone system.

The table below shows Discoverer features that are supported by Oracle Reports:

Discoverer feature	How it works in Oracle Reports
calculations	Oracle Reports preserves worksheet calculations.
format styles and symbols	Oracle Reports preserves the following worksheet formatting: <ul style="list-style-type: none"> • font • alignment • text color • background color • NULL value substitution • currency symbols • format masks • text style (for example, upper/lowercase, capitalization)
formatting	Oracle Reports users can add, edit, and delete format and exception formats defined on items.
layout	Oracle Reports users can move items around.
NLS	Oracle Reports must be started using the NLS settings used in the original Discoverer worksheet.
parameters	Oracle Reports users can continue to use worksheet parameters.
SQL	Discoverer exports an easy-to-read SQL statement for each report that you can edit in Oracle Reports. For example, you can edit SQL for calculations and totals.
titles	Oracle Reports preserves worksheet titles.
totals	Oracle Reports preserves worksheet totals, which are mapped to Oracle Reports summaries.
worksheet items	Oracle Reports users can edit the conditions and parameters used in the worksheet.

Notes

- When you export worksheet data to Oracle Reports, note the following limitations:
 - Oracle Reports does not support Discoverer graphs
 - Oracle Reports does not support Discoverer percentages
- If errors occur during the export process, Discoverer generates warning messages. You can use these messages to diagnose discrepancies between a report in Discoverer and the same report in Oracle Reports.
- To automatically open a file you export in Oracle Reports, files with a filename suffix of '.xml' must be associated with Oracle Reports. Because many different applications can open '.xml' files, you might have to change an existing association between '.xml' files and another application.

Copyright © 1999, 2009, Oracle and/or its affiliates. All rights reserved.

[Legal Notices](#)

About exporting worksheets to Microsoft Excel

You can export worksheet data from Discoverer to Microsoft Excel. You can also export formats and formulas to Microsoft Excel. When you export to Excel, your worksheet fonts, colors, and styles are preserved in Excel.

Note: For more information about exporting worksheet data to Microsoft Excel Web Query format, see "[About exporting worksheets to Microsoft Excel](#)".

The table below shows how different versions of Microsoft Excel impose limits on the maximum number of Discoverer rows allowed in an Excel sheet.

Microsoft Excel version	Maximum number of Discoverer rows per Excel sheet	How Microsoft Excel handles additional rows
Excel 97	65,536	Any additional rows are placed on additional Excel sheets.
Excel 2000	65,536	Any additional rows are placed on additional Excel sheets.

Notes

- When you export a worksheet and a graph to Excel format, the worksheet data is displayed in the spreadsheet. The graph file (a PNG format file by default) is placed in the default drive location, and can be inserted manually into the spreadsheet using Excel's Insert | Picture | From File option.
- Contact the Discoverer manager to find out whether Discoverer is configured to export to Microsoft Excel 97.
- When export worksheets to Microsoft Excel, you must export to a version of Microsoft Excel in the same local language as Discoverer Plus Relational.

About exporting worksheets to Microsoft Excel Web Query format

This section explains how to export worksheet data from Discoverer to Microsoft Excel Web Query format

Note: Web Query for Microsoft Excel (*.iqy) format is not available in a Single Sign-On environment. Contact the Discoverer manager or Oracle administrator for more information.

Copyright © 1999, 2009, Oracle and/or its affiliates. All rights reserved.

[Legal Notices](#)

About Discoverer support for Microsoft Excel Web Query format

Microsoft Excel Web Query is an external data format in Microsoft Excel that enables you to include dynamic data from an Internet or Intranet URL (for example, a Discoverer worksheet) in a Microsoft Excel worksheet. For example, you might want to create a Microsoft Excel worksheet that contains a Discoverer sales report for a range of dates that you specify when you open the worksheet in Microsoft Excel. The Microsoft Excel worksheet stores the query used to obtain the Discoverer data, so that the data can be refreshed automatically.

Discoverer enables you to export Discoverer data to Microsoft Excel Web Query format by selecting Web Query for Microsoft Excel 2000+ (*.iqy) from the list of export types. End users can then access dynamic Discoverer worksheets in Microsoft Excel. You can export data to Microsoft Excel Web Query format from both Discoverer Plus Relational and Discoverer Viewer.

Notes

- To access Discoverer reports exported to Microsoft Excel Web Query format, Microsoft Excel end users require Microsoft Excel 2000 (or later) and Microsoft Internet Explorer 5.5 (or later).
- You can only export numeric and textual data into Microsoft Excel Web Query format. You cannot export Discoverer graphs into Microsoft Excel Web Query format.
- Once you have imported a Discoverer report to Microsoft Excel, refresh the sheet in Excel when you want to display up-to-date data. Please see the Microsoft Excel documentation for more information about how to refresh data in Microsoft Excel.

About Microsoft Excel Web Query format and Discoverer security

Microsoft Excel end users are always prompted for a database password or Oracle Applications password.

If you export data from Discoverer when connecting using a private connection or temporary connection to Microsoft Excel Web Query format, you can specify that you want Microsoft Excel end users to be prompted to enter login details, which include:

- database user name
- database name
- Oracle Applications user name (if in an Oracle Applications environment)
- Oracle Applications Responsibility (if in an Applications environment)
- Oracle Applications Security Group (if in an Oracle Applications environment)

When you export data from Discoverer Plus Relational or Discoverer Viewer to Microsoft Excel Web Query format using a public connection, you do not get the prompt **Connection Information?** in the Export Wizard (that is, on the "[Export Wizard dialog: Format and Name page](#)"). Excel end users accessing the Excel sheet are simply prompted for a database password. Therefore, you must supply a database password to Excel end users when you export Discoverer worksheet data to Web Query format using a public connection, to enable them to access the Discoverer worksheet data.

If you export Discoverer data in Oracle Applications Suite Secure Invocation mode (for example, from an Oracle Applications personal home page within Oracle Business Intelligence System or Embedded Data Warehouse), the Discoverer query stored in the Excel sheet runs in 'standalone' Oracle Applications mode

Copyright © 1999, 2009, Oracle and/or its affiliates. All rights reserved.

[Legal Notices](#)

About how worksheets and graphs are exported

When you export a workbook containing worksheets with associated graphs, Discoverer creates worksheets and their graphs as separate files:

- one export file for each worksheet in the workbook
- one export file for each graph (in PNG format by default)

For example, if you export a worksheet called Sales and its graph in HTML format, Discoverer creates the following files (by default):

- Sales.html - this file contains an HTML version of the worksheet
- Sales.png - this file contains the graph in PNG format

Notes

- Discoverer exports graphs in PNG format by default. PNG format is an image file format that is common on the Web and supported by many business applications. Graph files in PNG format are of better quality than files in GIF format, which are limited to 256 colors.
- You can also choose to export graphs at different sizes. You can export a graph as the same size that you see it on the screen, or you can resize the graph to make it larger or smaller (for more information, see "[Export Wizard dialog: Format and Name page](#)").

About exporting worksheets that contain page items

When you export a worksheet that contains page items, you export exactly what you see on the screen. In other words, you export data for the currently selected page item.

To export other combinations of page items, first pivot the page items and then export the modified worksheet.

To export all page items, pivot the page item to the body of the worksheet so that all page items are visible on the worksheet.

Copyright © 1999, 2009, Oracle and/or its affiliates. All rights reserved.

[Legal Notices](#)

About accessing exported files

When you export data from Discoverer, you can start the application associated with the format of exported data. For example, when you export to Excel format, you can start Microsoft Excel (for more information, see the "[Export Wizard dialog: Format and Name page](#)").

Copyright © 1999, 2009, Oracle and/or its affiliates. All rights reserved.
[Legal Notices](#)

How to export Discoverer data

You export worksheet data so that you can use the data in a Discoverer worksheet in a different application. For example, you might want to produce a Discoverer worksheet and graph in HTML format.

To export worksheet data:

1. Open the worksheet you want to export.
2. Choose File | Export to display the "[Export Wizard dialog: Select page](#)", which enables you to specify the parts of the workbook you want to export.

Hint: If you export all the worksheets in a workbook, ensure that each worksheet currently displays the combination of page items that you want.

3. Use the "[Export Wizard dialog: Format and Name page](#)" to specify the export format to use and specify where to save the export files.
4. If you are exporting graphs, use the "[Export Wizard dialog: Graph page](#)" to specify graph sizing options.

For example, you might want to preserve the graphs' height and width ratios, or the on screen font size.

Note: If you export multiple graphs, these options affect all graphs exported.

5. If the worksheet contains parameters, use the "[Export Wizard dialog: Parameters page](#)" to restrict the data that you export by entering parameter values.

For example, you might want to export data for a single year, or export data for all years.

6. Use the "[Export Wizard dialog: Supervise page](#)" to choose whether to supervise the export to confirm warning messages.

For example, in Supervised mode, if you exceed the maximum number of rows allowed in a query, a warning message is displayed. You can confirm this warning by clicking OK or click Cancel to stop the process.

7. Click Finish to start the export.

Discoverer displays the "[Export Log dialog](#)", which displays a list of files created during the export.

8. To open the first export file in its associated application, select the **Open the first exported sheet** check box.
9. Click OK to close the Export Log.

If you selected the **Open the first exported sheet** check box on the "Export Log dialog", the Discoverer data is automatically displayed in an appropriate application. For example, if you export to HTML format, the first sheet is automatically displayed in an Internet browser.

Notes

- You do not have to use the Export Wizard to export the current worksheet (and an associated graph) to HTML or Microsoft Excel format. You can use the following menu options (and their equivalent toolbar buttons):

- File | Export to Excel

Use this menu option to export the current worksheet to Microsoft Excel format.

- File | Export to HTML

Use this menu option to export the current worksheet to HTML format.

Note: The middle tier administrator (or Discoverer manager) specifies the default export path.

- If you select the **Open the first exported sheet** check box on the "Export Log dialog", an association must exist between the file-type (that is, as indicated by the filename suffix) and the application you want to use to open the file. For example, to open a worksheet that you exported to Excel format using Microsoft Excel, an association must exist between Excel and files with a filename suffix of '.xls'.

How to set up an association between file-types and applications depends on your environment. For example:

- if you are using Netscape Navigator, you set up an association using Netscape Navigator's Preferences dialog
- if you are using Internet Explorer, you set up an association using the Windows Explorer Options dialog

Sharing workbooks

This chapter explains how to share workbooks with other Discoverer users, and contains the following topics:

- ["About sharing workbooks"](#)
- ["About sharing workbooks and security"](#)
- ["How to share workbooks"](#)

About sharing workbooks

Once you have created a Discoverer workbook, you typically want to enable other Discoverer users to access the workbook. For example, you might have created a workbook for analyzing sales and want to publish the workbook to a group of Discoverer users.

You enable other Discoverer users to access a workbook by sharing the workbook. In the example below, User A shares a workbook with User B, User C, and User D, who can then access the workbook in Discoverer Plus Relational or Discoverer Viewer.

Key to figure:

- a. User A creates a workbook and saves it in the database.
- b. User A shares the workbook with User B, User C, and User D.
- c. User B, User C, and User D can access the workbook in Discoverer Plus Relational or Discoverer Viewer

Note: When you share a workbook in Discoverer, you share the workbook definition, not the workbook data itself, which might vary depending on database access privileges or Virtual Private Database (VPD) policies. For more information about security, see "[About sharing workbooks and security](#)". To provide a specific set of worksheet results that all users can access regardless of database access privileges or VPD policy, create a scheduled workbook and share the scheduled workbook. For more information about scheduled workbooks, see "[Using scheduled workbooks](#)".

If you share a scheduled workbook, you give other Discoverer users access to all of the scheduled workbook results sets produced by that scheduled workbook. For example, if you share a workbook that is processed once per week, other Discoverer users have access to every weekly report (that is, reports that are produced or reports that are to be produced in the future).

In the example below, User A shares a scheduled workbook with User B, User C, and User D, who can then access the scheduled workbook results sets in Discoverer Plus Relational or Discoverer Viewer.

Key to figure:

- a. User A schedules a workbook.
- b. User A shares the scheduled workbook with User B, User C, and User D.
- c. User B, User C, and User D can access the scheduled workbook results sets in Discoverer Plus Relational or Discoverer Viewer.

When you share a Discoverer workbook, you give other Discoverer users read-only access to that workbook. Read-only access enables Discoverer Plus Relational and Discoverer Viewer users to:

- view the shared workbook
- analyze the shared workbook
- print the shared workbook
- save their own private copy of the shared workbook. Only the owner of the original workbook can change it.

Notes

- If you create a workbook in Discoverer Plus Relational, you can open it in Discoverer Viewer provided you start Discoverer Viewer using the same username, password, and database that you used to start Discoverer Plus Relational, or if the workbook is shared to your database ID.

Copyright © 1999, 2009, Oracle and/or its affiliates. All rights reserved.

[Legal Notices](#)

About sharing workbooks and security

Discoverer uses database usernames and database roles (and Applications user ID and responsibilities) to manage workbook security. You can share a workbook with:

- all Discoverer users (by sharing the workbook with the PUBLIC database user)
- individual Discoverer users (by sharing the workbook with named database users (or roles))

Note: Many Discoverer users might connect to Discoverer using the same database username through a public connection (for more information, see "[What are public connections?](#)").

You can only share workbooks that you own (that is, workbooks created with the database username that you are connected as).

How Discoverer controls access to data depends on whether you share an ordinary workbook or a scheduled workbook, as follows:

- When you share a workbook in Discoverer, you share the workbook definition, not the workbook data itself. The workbook data that a user can access is dependent on the users' database access privileges. Discoverer users can only access data to which they have database access privileges. For example, if you share a workbook with a group of Discoverer users, each user sees only the worksheets containing data to which they have been granted database access. In other words, the database administrator (that is, DBA) controls database access for you.
- When you share a scheduled workbook in Discoverer, you share the workbook definition and the workbook data of all scheduled workbook results sets produced by that scheduled workbook. For example, if you share a workbook with a group of Discoverer users, each user can see all of the data, regardless of what database access they have been granted.

In other words, this gives you a powerful way to publish Discoverer data. Therefore, you must ensure that you only share scheduled workbook data with Discoverer users who are allowed access to that data. For more information about sharing scheduled workbooks, see "[About sharing workbooks and security](#)".

How to share workbooks

You share Discoverer workbooks in the following ways:

- You can share a single workbook with multiple database users (or roles) in one operation. Use this option when you have a small number of workbooks that you want to share with a large number of Discoverer users (for more information, see "[How to share the currently open workbook with other Discoverer users](#)").
- You can share multiple workbooks with a single database user (or role) in one operation. Use this option when you have a large number of workbooks that you want to share with a small number of Discoverer users (for more information, see "[How to share multiple workbooks with a single Discoverer user](#)").

Copyright © 1999, 2009, Oracle and/or its affiliates. All rights reserved.

[Legal Notices](#)

How to share the currently open workbook with other Discoverer users

You share the currently open workbook with other Discoverer users to enable other users to access a workbook using Discoverer Plus Relational or Discoverer Viewer. For example, you might want to enable other Discoverer users to access a sales workbook that you have created.

To share the currently opened workbook with other Discoverer users:

1. Open the workbook you want to share (for more information, see "[How to open workbooks](#)").
2. Choose File | Share to display the "[Share Workbooks dialog: Workbook -> User tab](#)".



The workbook is selected by default in the **Workbook** drop down list

3. By default, the **Available** list shows all available database users (or roles). Use the **Search** fields to search for specific database users (or roles).

Hint: In the **Available** list, database users are represented by a person icon. Database roles are represented by a mask icon.

4. To share the selected workbook with database users (or roles), move database users (or roles) from the **Available** list to the **Shared** list.

Hint: You can select multiple database users (or roles) by pressing the Ctrl key and clicking another database user (or role).

5. Click OK to share the workbook with the Discoverer users that you selected and close the Share Workbooks dialog.

Discoverer users connecting as the database users (or roles) that you selected can access the workbook when they next connect to Discoverer.

Notes

- To share a workbook that you do not currently have open, do the following:
 - Choose File | Manage Workbooks to display the "[Manage Workbooks dialog](#)".
 - Select the workbook you want to share from the **Workbooks** list.
 - Click Share to display the "[Share Workbooks dialog: Workbook -> User tab](#)".

Note: The Share button is only active for workbooks that you own (for more information, see "[About sharing workbooks and security](#)").

How to share multiple workbooks with a single Discoverer user

You share multiple workbooks with a single Discoverer user when you want another user to access workbooks using Discoverer. For example, you might want to enable a Discoverer user to access several sales workbooks that you have created.

To share multiple workbooks with a single Discoverer user:

1. Choose Tools | Manage Workbooks to display the "[Manage Workbooks dialog](#)".
2. Select a workbook in the list and click Share to display the "[Share Workbooks dialog: Workbook -> User tab](#)".
3. Display the "[Share Workbooks dialog: User -> Workbook tab](#)".

Hint: In the **User** list, database users are represented by a person icon. Database roles are represented by a mask icon.

4. Click Select User to display the "[Select User dialog](#)".
5. Use the "[Select User dialog](#)" to search for and select a database user (or role) to share the workbooks with.

The **Shared** list now displays workbooks (if any) that are shared with the currently selected user (or role).

6. To share additional workbooks with the selected database user (or role), move workbooks from the **Available** list to the **Shared** list.

Hint: You can select multiple workbooks by pressing the Ctrl key and clicking another workbook.

7. Click OK to share the selected workbooks with the database user or role and close the Share Workbooks dialog.

Discoverer users connecting as the database user (or role) that you selected can access the workbooks when they next connect to Discoverer.