HR Data Mart Frequently Asked Questions (FAQ)

What do I use for my login username and password?
Use your HR Data Mart Username and password. This is a unique username and password created specifically for the HR Data Mart.

How do I reset my password?
To reset your password contact PeopleSoft developers by email at psoft-developers-l@lists.hawaii.edu.

How do I know when the information in the HR data mart was last updated?
The date of the last data mart update is posted in bright red letters on the login page.

How frequently is the information in the HR data mart updated?
The HR data mart is updated nightly, seven days a week.

Where can I find a user guide for Discoverer?
Navigate to the Discoverer menu bar to Help → Help Topics.

What are the supported web browsers?
- Apple Safari (5.x, 4.x)
- Google Chrome (10+)
- Microsoft Internet Explorer (8.x, 7.x, 6.x)
- Mozilla Firefox (5+, 3.x)

What are the supported operating systems?
Discoverer is now operating system agnostic. This means that Discoverer is not restricted by what operating system it can use.

How do I add dw2.hawaii.edu to my browser’s pop-up exception list?
View the following link for examples on how to add dw2.hawaii.edu to your browser’s pop-up exception list, http://www.hawaii.edu/askus/507.