



# Business Intelligence on Oracle Analytics Cloud

Student Guide  
D1111219GC10



**Copyright © 2025, Oracle and/or its affiliates.**

## **Disclaimer**

This document contains proprietary information and is protected by copyright and other intellectual property laws. The document may not be modified or altered in any way. Except where your use constitutes "fair use" under copyright law, you may not use, share, download, upload, copy, print, display, perform, reproduce, publish, license, post, transmit, or distribute this document in whole or in part without the express authorization of Oracle.

The information contained in this document is subject to change without notice and is not warranted to be error-free. If you find any errors, please report them to us in writing.

## **Restricted Rights Notice**

If this documentation is delivered to the United States Government or anyone using the documentation on behalf of the United States Government, the following notice is applicable:

U.S. GOVERNMENT END USERS: Oracle programs (including any operating system, integrated software, any programs embedded, installed or activated on delivered hardware, and modifications of such programs) and Oracle computer documentation or other Oracle data delivered to or accessed by U.S. Government end users are "commercial computer software" or "commercial computer software documentation" pursuant to the applicable Federal Acquisition Regulation and agency-specific supplemental regulations. As such, the use, reproduction, duplication, release, display, disclosure, modification, preparation of derivative works, and/or adaptation of i) Oracle programs (including any operating system, integrated software, any programs embedded, installed or activated on delivered hardware, and modifications of such programs), ii) Oracle computer documentation and/or iii) other Oracle data, is subject to the rights and limitations specified in the license contained in the applicable contract. The terms governing the U.S. Government's use of Oracle cloud services are defined by the applicable contract for such services. No other rights are granted to the U.S. Government.

## **Trademark Notice**

Oracle®, Java, MySQL, and NetSuite are registered trademarks of Oracle and/or its affiliates. Other names may be trademarks of their respective owners.

Intel and Intel Inside are trademarks or registered trademarks of Intel Corporation. All SPARC trademarks are used under license and are trademarks or registered trademarks of SPARC International, Inc. AMD, Epyc, and the AMD logo are trademarks or registered trademarks of Advanced Micro Devices. UNIX is a registered trademark of The Open Group.

## **Third-Party Content, Products, and Services Disclaimer**

This documentation may provide access to or information about content, products, and services from third parties. Oracle Corporation and its affiliates are not responsible for and expressly disclaim all warranties of any kind with respect to third-party content, products, and services unless otherwise set forth in an applicable agreement between you and Oracle. Oracle Corporation and its affiliates will not be responsible for any loss, costs, or damages incurred due to your access to or use of third-party content, products, or services, except as set forth in an applicable agreement between you and Oracle.

1005032025

# Contents

## **1 Introduction to Oracle Analytics Cloud**

- Objectives 1-2
- What Does It Take to Unlock Business Agility? 1-3
- Introducing Oracle Analytics Cloud 1-4
- Deep Discovery Through Rich Feature Set 1-5
- OAC Can Integrate Any Data Source Quickly 1-6
- Managed Data 1-7
- User Data 1-8
- Oracle Analytics Cloud Makes Any Time The Right Time For New Insights 1-9
- Features of Oracle Analytics Cloud 1-10
- Oracle Analytics Cloud Components 1-11
- Oracle Analytics Cloud Editions 1-12
- Provision an Instance 1-13
- Summary 1-15

## **2 Accessing and Organizing Content**

- Objectives 2-2
- Finding and Exploring Your Content 2-3
- Renaming Items 2-7
- Adding Favorites 2-8
- Accessing Properties 2-9
- Sharing Items 2-11
- Assigning Ownership of Items 2-14
- Summary 2-16

## **3 Create Analyses and Apply Sorts**

- Objectives 3-2
- Oracle Analytics Cloud Service 3-3
- Subject Areas 3-4
- Columns 3-5
- Hierarchies 3-6
- Oracle Analytics Cloud Service 3-7
- Creating Analyses 3-8
- Sorting Values in Views 3-14

Access and Apply Multiple Sorts 3-18  
Summary 3-19

#### **4 Views in Analyses**

Objectives 4-2  
Displaying Data in a Table 4-3  
Edit Analysis Properties 4-4  
Edit the Table 4-6  
Turn on Totals and Subtotals 4-7  
Access Table Properties 4-8  
Close the View Editor 4-9  
Add a Graph 4-10  
Displaying Data on a Graph 4-11  
Remove Views 4-12  
Edit the Graph 4-13  
Work with Pivot Tables 4-14  
Edit the Pivot Table 4-15  
Pivot Table Editor 4-16  
Expand Hierarchies in a Pivot Table 4-17  
Enable Grand Totals 4-18  
View Totals 4-19  
Sorting Controls 4-20  
Sorting Controls Right-Click Options 4-21  
Duplicate a Measure and Show Running Sums 4-22  
View Running Sums 4-23  
Duplicate a Measure and Show Relative Values 4-24  
View Relative Values 4-25  
Create Calculated Items 4-26  
Build the Calculated Item 4-27  
View the Calculated Item 4-28  
Calculated Item Versus Calculated Group 4-29  
Trellis View 4-30  
Create a Simple Trellis View 4-31  
Select Columns on the Criteria Tab 4-32  
Add a Simple Trellis 4-33  
Edit the Trellis 4-34  
Rearrange the Columns 4-35  
Create a Performance Tile 4-36  
Select the Measure Columns 4-37  
Add a Performance Tile 4-38  
Edit the Performance Tile 4-39

- Format the Performance Tile 4-40
- View Selector View 4-41
- Column Selector View 4-42
- Add Columns to the Column Selector View 4-43
- Selection Steps View 4-44
- Tree Map 4-45
- Tree Map Results 4-46
- Legend 4-47
- Ticker 4-48
- Advanced Ticker Options 4-49
- Summary 4-50

## **5 Formatting**

- Objectives 5-2
- Column Styles 5-3
- Column Format 5-4
- Data Format 5-5
- Conditional Format 5-6
- Save as Default 5-7
- Format Containers 5-8
- Additional Format Options for Views 5-9
- Fixed Headers - Default 5-10
- Content Paging 5-11
- Advanced Data Formats - Numbers 5-12
- Advanced Data Formats - Dates 5-13
- Advanced Data Formats – Date Results 5-14
- Summary 5-15

## **6 Filters and Selection Steps**

- Objectives 6-2
- Drill in Results 6-3
- Drill on Attribute Columns 6-4
- More Details Added 6-5
- View the Criteria Tab After Drilling 6-6
- Test Drill Behavior Without Editing the Query 6-7
- Drill on Hierarchal Columns 6-8
- Filters to Limit Data in Analyses 6-9
- Create a Filter 6-10
- Operators and Values 6-11
- Filter Menu 6-12
- Save as a Named Filter for Reusability 6-13

- The Results 6-14
- Use a Saved Filter in a New Analysis 6-15
- Group Filters to Limit Data in Analyses 6-16
- Selection Steps to Limit Displayed Members 6-17
- View Selection Steps 6-18
- Default Selection Steps 6-19
- Add a New Step – Select Members 6-20
- Keep Only 6-21
- Apply a Condition 6-22
- Condition Options 6-23
- Additional Options Available for Hierarchies 6-24
- Summary 6-25

## **7 Prompts and Variables**

- Objectives 7-2
- Repository Variables 7-3
- Presentation Variables 7-4
- Create a Prompt Filter and Store the Selection in a Variable 7-5
- Select Columns on Criteria Tab 7-6
- Create a Filter Using a Presentation Variable 7-7
- Create a Column Prompt 7-8
- Specify Properties for the Column Prompt 7-9
- Verify the Column Prompt 7-10
- Reference the Variable in the Title View 7-11
- Test the Prompt 7-12
- Use a Presentation Variable to Edit a Formula 7-13
- Edit the Formula 7-14
- Create a Presentation Variable Prompt 7-15
- Test the Variable Prompt 7-16
- Summary 7-17

## **8 Use Master-Detail Views, Map Views, and Action Links**

- Objectives 8-2
- Linking Views in Master-Detail Relationships 8-3
- Background Maps 8-8
- Map Layers 8-9
- Configure Maps 8-10
- Import and Configure Layers 8-11
- Import and Configure a Background Map 8-12
- Configure Zoom Levels 8-13
- Add a Map View 8-14

- Drill on a State to Add City Details to Map 8-15
- Edit Map Properties 8-16
- Bar Graph on Map Displayed 8-17
- Zoom to City Details 8-18
- Final Map View 8-19
- Interactive Analyses 8-20
- Create Inline Actions 8-21
- Add Actions to Analyses 8-22
- Add the Action by Editing Column Properties 8-23
- Add a Value Action 8-24
- Build the Action 8-25
- Multiple Actions 8-26
- Run the Analysis and Test the Action 8-27
- Summary 8-28

## **9 Expressions**

- Objectives 9-2
- Aggregate Functions 9-3
- Apply an Aggregate Function - Avg 9-4
- Aggregate Function Results 9-5
- Running Aggregate Functions 9-6
- Apply a Running Aggregate - MSUM 9-7
- Running Aggregate Function Results 9-8
- Time Series Functions 9-9
- Use a Time Series Function - Periodrolling 9-10
- Time Function Results 9-11
- Use the Bin Function 9-12
- Bin Results 9-13
- Summary 9-14

## **10 Unions and Direct Data Warehouse Access**

- Objectives 10-2
- Set Operators 10-3
- Create an Analysis and Add a Second Subject Area for a Union 10-4
- Build the Second Query 10-5
- Choose the Set Operator and View Results 10-6
- Direct Database Analysis Privileges 10-7
- Assign Privileges 10-8
- Create a Direct Database Query 10-9
- Write the Query 10-10

View the Results 10-11

Summary 10-12

## **11 Create Dashboards**

Objectives 11-2

Introduction to Dashboards 11-3

Overview of Dashboards 11-4

Dashboard Pages and Page Options 11-5

Personal and Shared Dashboards 11-6

Create a Dashboard 11-7

Personal Dashboard 11-8

Shared Dashboard 11-9

Dashboard Menu 11-10

Summary 11-11

## **12 Add Content to Dashboards**

Objectives 12-2

Access Dashboard Builder 12-3

Dashboard Builder UI 12-4

Using the Dashboard Builder Toolbar 12-5

What Can You Add to a Dashboard Page? 12-6

Add a Dashboard Page 12-7

Rename and Edit Order of Pages 12-8

Add a Subpage 12-9

Additional Dashboard Properties 12-10

Dashboard Properties 12-11

Dashboard Properties: Dashboard Report Links 12-12

Dashboard Properties: Dashboard Page Controls 12-13

Tools Toolbar: Print Option 12-14

Tools Toolbar: Page Report Links 12-15

Tools Toolbar: Publish Page to Dashboard 12-16

Adding Columns to a Dashboard Page 12-17

Column Properties 12-18

Adding Sections to a Dashboard Page 12-19

Arranging Section Content Vertically 12-20

Arranging Section Content Horizontally 12-21

Section Properties 12-22

Section Permissions 12-23

Formatting the Section 12-24

Conditionally Show a Section and Rename a Section 12-25

Default Drill Behavior in a Section 12-26



- Drill in Place 12-27
- Analyses Properties 12-28
- Analyses Properties: Display Results 12-29
- Analyses Properties: Report Links 12-30
- Analyses Properties: Show View 12-31
- Adding Additional Content 12-32
- Text Object 12-33
- Folder Object 12-34
- Deleting Content from the Dashboard 12-35
- Deleting a Page from a Dashboard 12-36
- Summary 12-38

### **13 Add Actions to Dashboards**

- Objectives 13-2
- Action Link 13-3
- Create an Inline Action Link 13-4
- Add a New Action 13-5
- Create an Inline Action Link – BI Content 13-6
- Creating an Inline Action Link – Results 13-7
- Create an Inline Action Link – Web Page 13-8
- Creating an Inline Action Link – Web Page Results 13-9
- Edit and Remove an Inline Action Link 13-10
- Save an Inline Action Link as a Named Action Link 13-11
- Action Link Menu 13-13
- Summary 13-15

### **14 Create Dashboard Prompts**

- Objectives 14-2
- Dashboard Prompts 14-3
- Dashboard Prompts: Column Prompt 14-4
- Add a Column Prompt to a Dashboard 14-5
- Create the Column Prompt 14-6
- Select the Prompt Type 14-7
- Select the Prompt Column 14-8
- Configure the Prompt 14-9
- Save the Prompt 14-10
- Add the Prompt to the Dashboard 14-11
- Add Analyses to the Dashboard Page 14-12
- Test the Results 14-13
- Will a Prompt Affect an Analysis? 14-14
- Results of Prompts on Analyses 14-15

- Adding a Second Prompt 14-16
- Add a Second Prompt to an Existing Prompt Page 14-17
- Select the New Column and Configure Prompt 14-18
- Row Based Versus Column Based Layout 14-19
- Optionally include a Page Break 14-20
- Test the Edited Dashboard Prompt 14-21
- Scope of a Dashboard Prompt 14-22
- Prompt Buttons 14-23
- Summary 14-24

## **15 Customizations and Briefing Books**

- Objectives 15-2
- Personal Saved Customizations 15-3
- Allow Customizations 15-4
- Access Customizations 15-5
- Save Customizations 15-6
- Apply Customizations 15-7
- Applied Customizations 15-8
- Edit Saved Customizations 15-9
- Clear Customizations 15-10
- Oracle BI Briefing Books 15-11
- Add Content to a New or Existing Oracle BI Briefing Book 15-12
- Add a Dashboard Page to a Briefing Book 15-13
- Add an Analysis to a Briefing Book 15-14
- Adding Content to a Briefing Book 15-15
- Edit a Briefing Book 15-16
- Download a Briefing Book in PDF 15-17
- Download a Briefing Book in Mime HTML 15-18
- Add a List of Briefing Books to a Dashboard Page 15-19
- Add a Folder Object to the Dashboard Page 15-20
- Edit Folder Properties 15-21
- Summary 15-22

## **16 Use a Wallet to Connect to an Autonomous Data Warehouse with SQL**

### **Developer**

- Objectives 16-2
- Overview 16-3
- Retrieve the Wallet 16-4
- Navigate to the Data Warehouse 16-5
- Select the Autonomous Data Warehouse 16-6
- DB Connection 16-7

Open SQL Developer 16-9  
Adding a Connection to the Source Database 16-10  
Summary 16-11

## **17 Migrating the On-Premises RPD to the Oracle Analytics Cloud Service**

Objectives 17-2  
Introduction 17-3  
Lift and Shift the RPD to the OAC instance 17-4  
Point the RPD to the ADW 17-5  
Saving the RPD and Consistency Check 17-6  
Upload the RPD to OAC 17-7  
Replace the Data Model 17-8  
Continue Using the Client Tool 17-9  
Creating New Analyses and Visualizations 17-10  
Summary 17-11

## **18 OAC Delivers**

Objectives 18-2  
OAC Delivers 18-3  
Prerequisites for Email and SMS Delivery 18-4  
Delivery Devices 18-5  
Delivery Profiles 18-6  
Alerts 18-7  
Agents 18-8  
Configure an Agent 18-9  
General Tab 18-10  
Schedule Tab 18-11  
Condition Tab 18-12  
Delivery Content Tab 18-13  
Recipients Tab 18-14  
Destinations Tab 18-15  
Actions Tab 18-16  
Summary 18-17

## **19 Administration**

Objectives 19-2  
Predefined Application Roles 19-3  
Application Roles Visualized 19-4  
Add Members to Application Roles 19-5  
Set System Privileges 19-7  
Select Users and Roles 19-8

Monitor Sessions 19-10  
Monitor Users 19-11  
Analyze SQL Queries and Logs 19-13  
SQL Log 19-14  
Summary 19-15

## **20 Cache Management**

Objectives 20-2  
OAC Query Cache 20-3  
Advantages of Caching 20-4  
Cache Setting 20-5  
Clear the Cache Manually 20-6  
Set Caching Options for Your Analysis 20-7  
Cache Hit Conditions 20-8  
Identify Cache Hits 20-9  
Analyze the Log 20-10  
Build a Second Analysis to Hit the Cache 20-11  
Analyze the Log for Cache Hit 20-12  
Summary 20-13