XCELERATE TRAINING INSTITUTE

your learning & development partner

INFORMATION TECHNOLOGY

SAP BO admin

DURATION	LANGUAGE	FORMAT
10 days	**English**	**Classroom / Online**

Upcoming dates

Dates	Venue	Format	Fee
1 – 12 Mar 2027	Live online	Online (live)	**€1,800**
13 – 24 Sep 2027	Live online	Online (live)	**€1,800**
11 – 22 Oct 2027	Kuala Lumpur	Classroom	**€7,200**

Register or ask a question

Online: staging.x8ti.com/course/sap-bo-admin/

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SAP BO admin

Introduction

This Course by Xcelerate Training Institutes aims to provide a comprehensive understanding of the SAP Business Objects (BO) environment, its applications in diverse business contexts, and its implementation process. The course will be conducted from the perspective of a BO administrator, covering the associated roles and responsibilities, and strategies for addressing challenges encountered throughout the deployment and support phases.

Learning Objectives

Upon course completion, participants will be able to:

- Plan and customize SAP BO deployments based on business requirements.
- Establish organizational structures and create users and groups.
- Assign authorities and access levels to objects.
- Manage servers and perform monitoring operations.
- Execute publications, audits, and scheduling tasks.
- Upgrade deployments and handle day-to-day BO administration tasks.

Training Methodology

This Course by Xcelerate Training Institutes should combine theoretical knowledge with hands-on experience. Begin with a comprehensive overview of SAP BO architecture, components, and their interactions. Dive into installation and configuration procedures, security measures, and user management. Provide practical exercises on report scheduling, monitoring, and troubleshooting. Cover advanced topics like performance tuning, data integration, and disaster recovery planning. Emphasize real-world scenarios and best practices. Offer ongoing support and resources for continuous learning and skill enhancement.

Benefits for Your Organisation

This Course can streamline business intelligence operations by improving user information request processes, reducing IT involvement, and empowering users to define requirements, create queries, analyze data, and share insights independently. This fosters operational stability and growth by enabling data-driven decisions that improve the bottom line and long-term efficiency.

Benefits for You

SAP BO administrators play a crucial role in optimizing business intelligence operations by managing and maintaining the SAP Business Objects platform. Their responsibilities encompass system configuration, user provisioning, security management, performance tuning, and troubleshooting. By ensuring the platform's smooth functioning, they empower organizations to make informed decisions based on accurate and timely data insights, ultimately driving operational efficiency and strategic growth.

Who Should Attend

Admin and data warehouse teams.

Course Outline

Introduction to SAP BO

- Course Introduction:

1. Icebreaker
2. Course objectives
3. Pre-assessment

- SAP BO Fundamentals:

1. Overview of OLTP and OLAP systems
2. Introduction to Business Intelligence (BI) and SAP BO editions
3. Exploration of SAP BO tools for both business users and IT professionals

- Tools Demonstration: Hands-on experience with all SAP BO tools.
- SAP BO Architecture:

1. In-depth explanation of the SAP BO architecture
2. Including terminology
3. Deployment options (cluster and standalone),
4. Illustrative deployment scenario

SAP BO Servers and Components

- Recap: Review of previous day's content and demonstration of a basic deployment.
- SAP BO Servers: Identification of different servers and their functions.
- SAP BO Services:

1. Explanation of services
2. Their categorization
3. Distribution across servers

- Service Integration Agent (SIA): Overview of the SIA process flow.
- Central Management Console (CMC):

1. Introduction to CMC
2. Its functionalities
3. An overview of CMS and CCM

User Management

- Administration Tools:

1. Overview of RDT
2. Wdeploy, and UMT
3. Highlighting the differences between UMT and PMT

- User Management:

1. Classification of user types and licenses

2. User creation process
3. Available options

- User Groups:

1. Creation and management of default and custom user groups
2. Subgroups
3. User assignments

- Access Levels:

1. Explanation of different access levels
2. Assignment process
3. User authentication

Access Control and Security

- Case Study:

1. Practical examples of user
2. Group, and access level management

- Best Practices:

1. Recommendations for user
2. Group management

- Advanced Access Control:

1. Breaking inheritance
2. Overriding rights
3. Subfolder rights
4. Practical demonstrations

- Application Level Rights and Security Queries: Overview and explanation.

Server Management

- Server Management in CMC:

1. Navigation
2. Server groups
3. Services

- Server Creation and Management:

1. Creating new servers
2. Starting
3. Stopping
4. Monitoring servers
5. Server cloning
6. Node management

Scheduling

- Scheduling Concepts: Different scheduling methods and practical examples.
- CMC Calendars: Calendar-based and event-based scheduling.
- Scheduling via BI Launchpad: Overview of the process.

- Report Instance Management: Understanding report instance history and limits.

Promotion and Upgrade Management

- Promotion Management:

1. Features
2. Usage of the promotion management tool
3. Setting options

- Folder Management: Creating and deleting folders.
- Upgrade Management Tool (UMT):

1. Overview
2. Functionalities
3. BIAR and LCMBIAR files
4. Live-to-live upgrades

Backup, User Attributes, and CMC Settings

- Backup Best Practices: Environment and hot backup strategies.
- User Attribute Management:

1. Creating custom user attributes
2. Practical examples.

- CMC Configurations:

1. Managing connections (OLAP connections)
2. Setting options
3. Session options

Monitoring and Auditing

- Monitoring Architecture:

1. Overview of monitoring architecture
2. Cluster support

- Metrics: Explanation of available metrics.
- Auditing:

1. CMC auditing page
2. Audit summary status
3. Audit events

- Alerts: Introduction to alerts.

Deployment and Landscaping

- Deployment Process: Step-by-step installation process.
- Landscaping:

1. Designing and sizing the environment
2. Deployment strategies
3. Best practices.

- Upgrades and Patches: Overview of upgrade and patch management

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Registration Form

SAP BO admin

Preferred dates: ..... Venue or online: .....

Duration: 10 days Language: .....

Please complete and email this form to us, or register online. We confirm your place and send the invoice within one working day.

Delegate information

Full name (Mr / Ms / Dr / Eng): .....

Position: ..... Telephone / mobile: .....

Official email: ..... Personal email: .....

Company information

Company name: .....

Address: .....

City / country: ..... VAT / tax number: .....

Person responsible for training & development

Full name (Mr / Ms / Dr / Eng): .....

Position: ..... Telephone / mobile: .....

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