


Session Recap




Session Topic: SAS® Visual Analytics Home Page
Session Date: 24NOV2014
Recording: <http://support.sas.com/training/us/lw/lwrecord.hspl?date=24Nov14&ccode=19884>




This session recap includes the Q&A from the session. Additional information and links to more detailed content are included.




SAS Visual Analytics Toolkit









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Question:	<i>Some of my co-workers have access to SAS Visual Analytics and they don't have to log on to authenticate. How are they getting access to SAS Visual Analytics to view reports without having a logon ID and password?</i>	
Answer:	They could be using guest access. Guest access is an optional feature that provides access to a subset of SAS Visual Analytics resources and functionality. Guest access requires no individualized authentication of the requesting user, so there are no requirements for individual user accounts or metadata identities. Instead, all users who connect using a guest access URL are authenticated as the same service account (SAS Anonymous Web User). That service account functions as the single surrogate identity for all connecting users. To set up access for a particular user, it is better to use SAS Visual Analytics Groups or Roles or Metadata permissions to control access to certain functionality and folders in SAS Visual Analytics.	
Additional Information:	Use the following URL to view reports using guest access: http://host/SASVisualAnalyticsViewer/guest.jsp , where <i>host</i> is specific to your environment.	
 Online Documentation <ul style="list-style-type: none"> • SAS Visual Analytics 6.4: Administration Guide • User's Guide 6.4: About Guest Access in the Viewer • SAS Visual Analytics 7.1: Administration Guide • User's Guide 7.1: About Guest Access in the Viewer 	 Videos	 Technical Papers

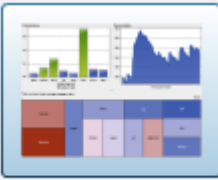




Question:	<i>How does the search functionality work?</i>	
Answer:	<p>You can search objects that are on the metadata server from the menu bar on the Home Page. Up to 5000 items can be returned in a single search. If your search exceeds 5000 items, then the first 5000 items appear, and a message is displayed at the top of the Search Results window. The message tells you how many results matched your search and how many have been displayed.</p> <p>You can refine the search results displayed in the workspace using the Search within results field in the left pane. You can also refine your search results by selecting (or clearing) check boxes in the left pane.</p> <p>The following panels are available:</p> <ul style="list-style-type: none"> • Type- shows available object types (SAS report (2G), Table, Stored process, Visual data query, Visual exploration). • Author- enables you to search for a specific author, or to select one or more authors by name • Date Modified- lists dates that the objects were last modified. You can refine the search to a specific date range by specifying a From date, a To date, or both. The dates are time zone dependent. If your company has offices in multiple time zones, then the date modified time stamp on the object reflects the time at which it was saved using the current user's time zone. 	
Additional Information:	<p>Search results on the Home Page are not ranked. In the workspace, you can use the Sort by drop-down list to specify that you want the list of items to be sorted Alphabetical ascending, Alphabetical descending, Date ascending, or Date descending. The default is Alphabetical ascending.</p>	
 Online Documentation	 Videos	 Technical Papers
<ul style="list-style-type: none"> • User's Guide 6.4: About Searching from the Home Page • User's Guide 6.4: Refining Your Search Results • User's Guide 7.1: About Searching from the Home Page • User's Guide 7.1: Refining Your Search Results 	<ul style="list-style-type: none"> • Get Started with the SAS Visual Analytics Home Page 	

Question:	<i>What type of searches can I perform?</i>	
Answer:	<p>The search field on the menu bar supports the following types of searches:</p> <ul style="list-style-type: none"> • single word- Searching for the term insight returns all objects that contain that term. • multiple word- Searching for the terms insight sales returns all objects that contain either of those terms. • in-word wildcards- Searching for the term sal* returns all objects that contain that value. • spaces in strings that use quotation marks- Searching for the term "insight toy" returns all objects that contain that string. • plus (+) and minus (-) syntax- Searching for the terms insight -sales returns all objects that contain the term insight, but not the term sales. Searching for the terms +insight +sales returns all objects that contain both terms. 	
Additional Information:	<p>The search is not case sensitive.</p> <p>Single- and multiple-word searches that are plain text have a wildcard appended to them. For example, if you search for the word insight, then it is converted to insight*. This means that you get different results than if you entered "sample", +sample, or *sample*.</p>	
 Online Documentation	 Videos	 Technical Papers
<ul style="list-style-type: none"> • User's Guide 6.4: About Searching from the Home Page • User's Guide 7.1: About Searching from the Home Page 	<ul style="list-style-type: none"> • Get Started with the SAS Visual Analytics Home Page 	

Question:	<i>Which fields are searched?</i>		
Answer:	The following fields in metadata are searched: <ul style="list-style-type: none"> • Comment Title • Comment Description • Created • Description • Keywords • Last Modified • Title • Location 		
Additional Information:			
 Online Documentation <ul style="list-style-type: none"> • User's Guide 6.4: About Searching from the Home Page • User's Guide 7.1: About Searching from the Home Page 	 Videos <ul style="list-style-type: none"> • Get Started with the SAS Visual Analytics Home Page 	 Technical Papers	

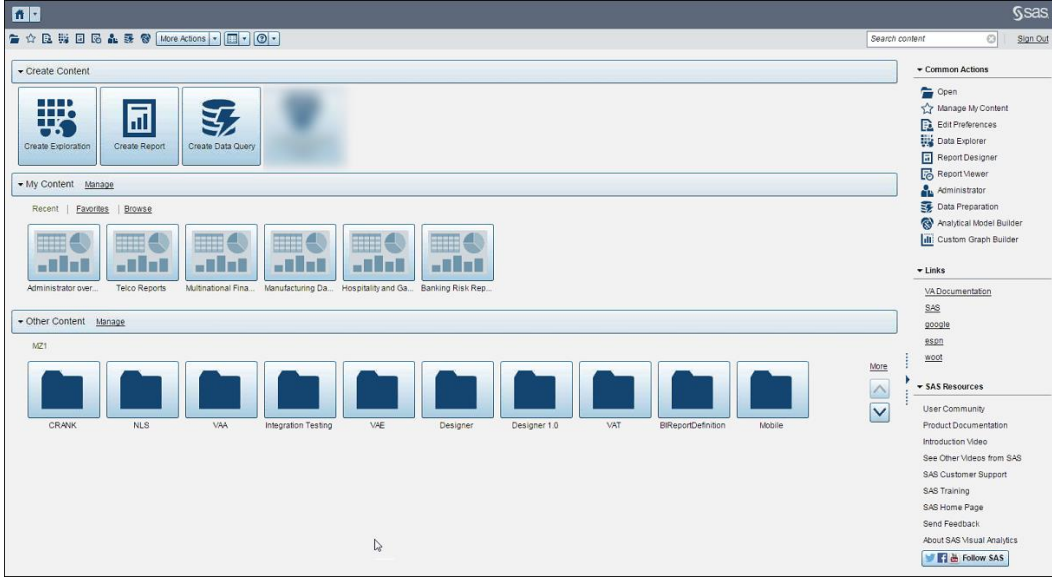
Question:	<i>My colleague has the ability to search for queries, but I can't. Why?</i>		
Answer:	The types of items you can search for are determined by the capabilities that your system administrator has assigned. For example, you might see only the All , SAS report (2G) , Table , and Stored process check boxes in the Type panel.		
Additional Information:	If your role permits you to see only one type, then you will not see the Type panel.		
 Online Documentation <ul style="list-style-type: none"> • User's Guide 6.4: About Searching from the Home Page • User's Guide 7.1: About Searching from the Home Page 	 Videos <ul style="list-style-type: none"> • Get Started with the SAS Visual Analytics Home Page 	 Technical Papers	

Question:	<i>When I search on the Home Page, nothing is returned. Why doesn't my search work?</i>		
Answer:	The search capabilities on the Home Page are based on an index of content that is installed and maintained with SAS Information Retrieval Studio. You need to contact your administrator to make sure this process has been started.		
Additional Information:			
 Online Documentation <ul style="list-style-type: none"> • Integrating Search Interface to SAS Content 3.1 	 Videos	 Technical Papers	

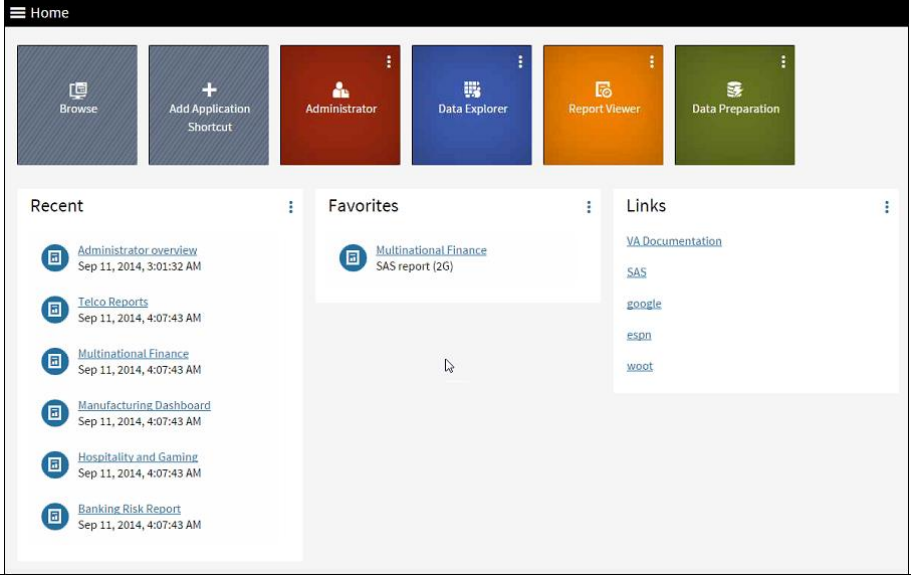
Question:	<i>Is there a way for me to see a sample of the report or exploration instead of the default icons?</i>	
Answer:	<p>Someone who has the <i>Visual Analytics: Administration</i> role can change the <i>va.supportSharedThumbnails</i> property in SAS Management Console. On the Plug-ins tab, navigate to Application Management ⇒ Configuration Manager ⇒ SAS Application Infrastructure ⇒ Visual Analytics. Right-click the node and select Properties to access Advanced properties.</p> <p>The <i>va.supportSharedThumbnails</i> property determines whether the Home Page shows specific preview images. Valid values are true (shared thumbnails) and false (generic thumbnails). The default value is false.</p> <p>Shared thumbnails are unique for each individual report object, so each report looks different from other reports, and each exploration looks different from other explorations.</p> <div data-bbox="342 436 578 657" style="border: 1px solid black; padding: 5px; text-align: center;">  <p>2012 Product Rep...</p> </div> <p>Generic thumbnails are distinguished by content type only. All reports look the same, but they appear different from explorations.</p> <div data-bbox="342 720 578 940" style="border: 1px solid black; padding: 5px; text-align: center;">  <p>2012 Product Anal...</p> </div>	
Additional Information:	CAUTION! Shared thumbnails reflect the most recently rendered version of an object and are not subject to each requesting user's data access permissions. Before you enable shared thumbnails, consider the security implications.	
 Online Documentation <ul style="list-style-type: none"> • SAS Visual Analytics 6.4: Administration Guide • SAS Visual Analytics 7.1: Administration Guide 	 Videos	 Technical Papers

Question: What are the differences between Visual Analytics 7.1 and Visual Analytics 6.4 with regard to the Home Page?

Answer: In Visual Analytics 6.4, the number of recent items displayed on the Home Page can be between 1 and 16 items (default: 9). In Visual Analytics 7.1, the number of recent items displayed on the Home Page can be between zero and 25 items (default: 10). In Visual Analytics 7.1, the Home Page can be displayed using Flash or HTML5. Someone who has the *Visual Analytics: Administration* role can change the *vah.client.ui.mode* property in SAS Management Console. On the Plug-ins tab, navigate to **Application Management** ⇒ **Configuration Manager** ⇒ **SAS Application Infrastructure** ⇒ **Visual Analytics**. Right-click the node and select **Properties** to access Advanced properties. The *vah.client.ui.mode* property specifies which mode of the Home Page to use. The default value, **classic**, specifies to use Flash to display the Home Page.



The alternate value, **modern**, specifies to use HTML5 to display the Home Page.



Additional Information: The *vah.client.ui.mode* property is a site-wide setting that affects all users.




Online Documentation




- [User's Guide 7.1: What's New in SAS Visual Analytics 7.1](#)
- [SAS Visual Analytics 7.1: Administration Guide](#)

Videos

- [Specify SAS Visual Analytics Preferences](#)

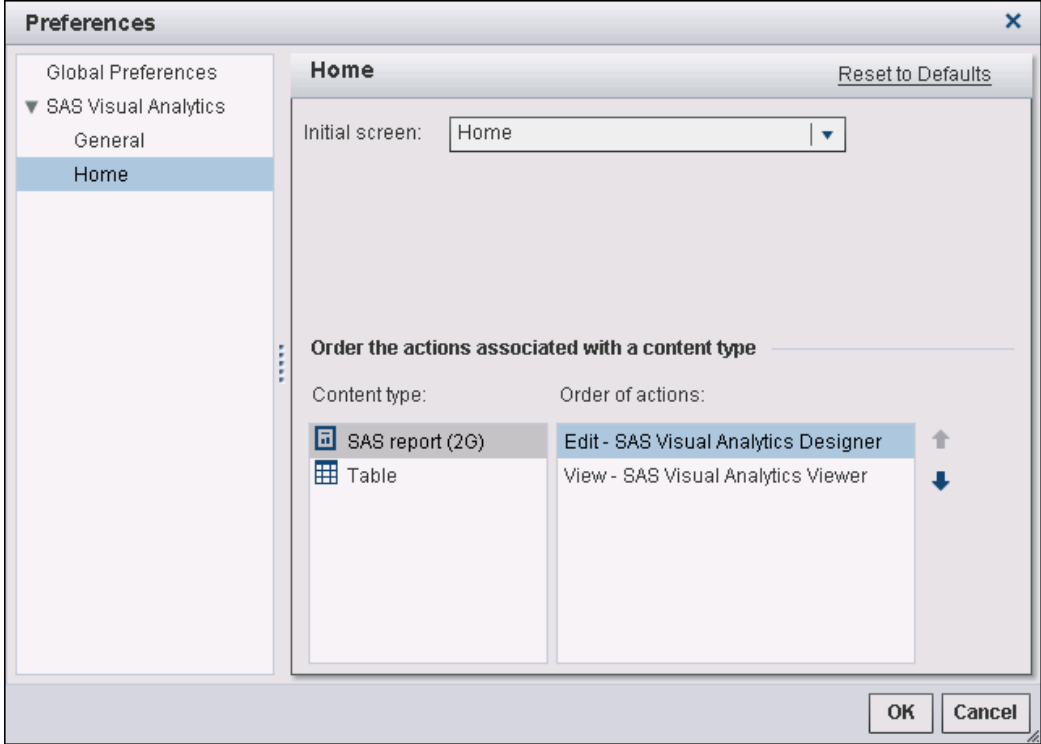
Technical Papers

Question:	<i>I've made some changes to the Visual Analytics preferences and now I cannot log on.</i>	
Answer:	You can reset your preferences by accessing the following URL from your environment: http://host/SASVisualAnalyticsHub/resetHubPrferences.do , where <i>host</i> is specific to your environment. Once on this page, click the Clear Preferences button to reset your preferences.	
Additional Information:	Preferences must be reset by the individual users, not the administrator.	
 Online Documentation <ul style="list-style-type: none"> • User's Guide 6.4: Specifying Your Preferences • User's Guide 7.1: Specifying Your Preferences 	 Videos <ul style="list-style-type: none"> • Specify SAS Visual Analytics Preferences 	 Technical Papers

Question:	<i>I've been exploring the preferences available for the Home Page. What is the initial screen preference and how does that work?</i>	
Answer:	<p>The Initial screen preference determines what you see when you log on to Visual Analytics. The following options are available:</p> <ul style="list-style-type: none"> • Home • Where user logged off most recently • Explore Data • Design Report • View Report • Manage Environment • Prepare Data • Build Custom Graph • Customize Themes • A specific object <p>If you select A specific object, then you can use the Choose an Item window to choose one content type (for example, reports, explorations, tables, stored processes, etc) for your initial screen. The available content types depend on the SAS products that your site has licensed and how they are configured.</p>	
Additional Information:	The available options depend on your role and capabilities.	
 Online Documentation <ul style="list-style-type: none"> • User's Guide 6.4: Specifying Your Preferences • User's Guide 7.1: Specifying Your Preferences 	 Videos <ul style="list-style-type: none"> • Specify SAS Visual Analytics Preferences 	 Technical Papers

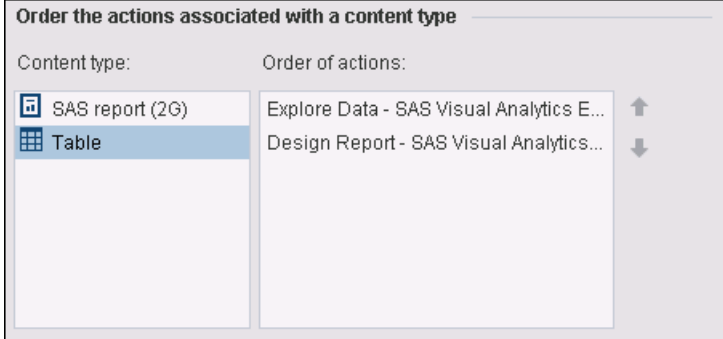
Question: *Every time I double-click a report object, the report opens in the SAS Visual Analytics Viewer. Can I change that behavior?*


Answer: The first action listed in the object inspector's toolbar will be the default action when you double-click a report object. Preferences can be modified by each user to change the order of these actions. Select **Edit Preferences** in the Common Actions section on the Home Page. Click **Home** in the left pane of the Preferences window. Specify **Order the actions associated with a content type** preferences. Select a **Content type** (SAS report), then use the arrow keys to specify the **Order of actions**. The available actions are **View** (SAS Visual Analytics Viewer) and **Edit** (SAS Visual Analytics Designer). This preference affects the order of actions in the object inspector's toolbar.




This preference determines which application opens when you click on a link to a report in an e-mail message.

Additional Information: You can also change the **Order of actions** for a Table. The available actions are **Explore Data** (SAS Visual Analytics Explorer) and **Design Report** (SAS Visual Analytics Designer).







 **Online Documentation**




- [User's Guide 6.4: Specifying Your Preferences](#)
- [User's Guide 7.1: Specifying Your Preferences](#)




 **Videos**





- [Specify SAS Visual Analytics Preferences](#)




 **Technical Papers**




Question:	<i>What are themes and how are they used in Visual Analytics?</i>	
Answer:	<p>A theme defines the overall look and feel of an application. It is designed using colors and graphics that are applied to common user interface components and layout containers. You can change the theme by clicking  (Edit Preferences) on the toolbar or clicking Edit Preferences in the Common Actions section and viewing Global Preferences.</p> <p>The following themes are available:</p> <ul style="list-style-type: none"> • Default theme (SAS Corporate) • SAS Blue Steel • SAS Dark • SAS High Contrast • SAS Light <p>You can also invert the application colors or configure the indicator that shows where the focus is located in your user interface using the Preferences window.</p> <p>Someone who has access to the SAS Theme Designer for Flex can create and deploy simple, visually appealing, customized themes.</p>	
Additional Information:	All of your preferences persist between sessions. Preferences are not available for a user with guest access.	
 Online Documentation <ul style="list-style-type: none"> • User's Guide 6.4: Specifying Your Preferences • Accessibility Features of SAS Visual Analytics 6.4 • User's Guide 7.1: Specifying Your Preferences • Accessibility Features of SAS Visual Analytics 7.1 • User's Guide 4.5: SAS Theme Designer for Flex 	 Videos <ul style="list-style-type: none"> • Specify SAS Visual Analytics Preferences 	 Technical Papers




Question:	<i>The IE zoom control on the bottom right does not seem to affect the Home Page. Is there a way to change the overall size?</i>	
Answer:	Yes, you can use keyboard shortcuts to zoom in (hold down the Ctrl key and click the plus sign) and zoom out (hold down the Ctrl key and click minus sign).	
Additional Information:	Ctrl+0 resets the zoom state.	
 Online Documentation <ul style="list-style-type: none"> • Accessibility Features of SAS Visual Analytics 6.4 • Accessibility Features of SAS Visual Analytics 7.1 	 Videos	 Technical Papers




Question:	<i>I'm not a big fan of using the mouse. Is there a way to use the keyboard to navigate to different areas of the Home Page?</i>		
Answer:	You can hold down the Ctrl key and click F6 to open the Landmarks window, and then use the arrow keys to select a landmark and press Enter to navigate to that area of the application. Landmarks are references to the primary areas of an application's user interface. They provide a quick and easy way for keyboard users to navigate to these areas of the application.		
Additional Information:	The Landmarks window changes depending on the application and the active objects.		
 Online Documentation <ul style="list-style-type: none"> • Accessibility Features of SAS Visual Analytics 6.4 • Accessibility Features of SAS Visual Analytics 7.1 	 Videos	 Technical Papers	





Question:	<i>Can I get a list of all the keyboard shortcuts?</i>		
Answer:	In Visual Analytics, you can click  (Help) ⇒ Keyboard Shortcuts to view some shortcuts. To see an extensive list of the available keyboard shortcuts, visit http://support.sas.com/documentation/onlinedoc/va/7.1/en/accessibility/HTML/vaa11y.htm#p1r2b3g1yx806pn15zibtrlfzbbz .		
Additional Information:			
 Online Documentation <ul style="list-style-type: none"> • Accessibility Features of SAS Visual Analytics 6.4 • Accessibility Features of SAS Visual Analytics 7.1 	 Videos	 Technical Papers	





Question:	<i>One of my co-workers wanted me to review some comments she added to my report. She mentioned that I could view those from the Home Page. How do I view them and respond to her? Can I add my own comments? Can I delete her comment from my report?</i>		
Answer:	If you have the appropriate capabilities, you can view and respond to comments and create new comments from the Home Page using the object inspector. A user that has the ability to add and respond to comments can also edit his/her own comments. Only someone with the <i>Comments: Administrator</i> role can edit and delete other users' comments.		
Additional Information:	You cannot see visualization-level or report object-level comments in the object inspector.		
 Online Documentation <ul style="list-style-type: none"> • User's Guide 6.4: Discover Details Using the Object Inspector on the Home Page • User's Guide 6.4: Add Comments to Objects on the Home Page • User's Guide 7.1: Discover Details Using the Object Inspector on the Home Page • User's Guide 7.1: Add Comments to Objects on the Home Page 	 Videos <ul style="list-style-type: none"> • Get Started with the SAS Visual Analytics Home Page • Export the Data Used in Report Objects and Collaborate Using Comments • Export the Data Used in Visualizations and Collaborate Using Comments • Get Started with SAS Visual Analytics Viewer 	 Technical Papers	







Question:	<i>What types of items can I comment on?</i>		
Answer:	You can add comments to reports, explorations, stored processes, tables, and queries.		
Additional Information:	You cannot comment on folders, favorite groups, or collections.		
 Online Documentation <ul style="list-style-type: none"> • User's Guide 6.4: Add Comments to Objects on the Home Page • User's Guide 7.1: Add Comments to Objects on the Home Page 	 Videos <ul style="list-style-type: none"> • Get Started with the SAS Visual Analytics Home Page • Export the Data Used in Report Objects and Collaborate Using Comments • Export the Data Used in Visualizations and Collaborate Using Comments • Get Started with SAS Visual Analytics Viewer 	 Technical Papers	




Question:	<i>We have a report that has hundreds of comments. Can I search for comments that contain specific keywords?</i>		
Answer:	You can search for comments using the object inspector by entering the word or phrase that you want to search for in the search field and pressing Enter.		
Additional Information:			
 Online Documentation <ul style="list-style-type: none"> • User's Guide 6.4: Add Comments to Objects on the Home Page • User's Guide 7.1: Add Comments to Objects on the Home Page 	 Videos <ul style="list-style-type: none"> • Get Started with the SAS Visual Analytics Home Page • Export the Data Used in Report Objects and Collaborate Using Comments • Export the Data Used in Visualizations and Collaborate Using Comments • Get Started with SAS Visual Analytics Viewer 	 Technical Papers	

Question:	<i>I want to know more about SAS web parts for Microsoft SharePoint.</i>		
Answer:	SAS Web Parts for Microsoft SharePoint are an integrated set of controls that enable you to provide customized, dynamic content on your website. By using Microsoft Windows SharePoint Server, you can add SAS content directly to your website. You can access reports that were created using SAS Visual Analytics through the SAS Central Viewer Web Part.		
Additional Information:			
 Online Documentation <ul style="list-style-type: none"> • SAS Web Parts 6.1 for Microsoft SharePoint User's Guide • SAS Web Parts 6.1 for Microsoft SharePoint Administrator's Guide 	 Videos <ul style="list-style-type: none"> • Get Started Using the SAS Web Parts for Microsoft SharePoint • Add SAS Content to a Microsoft SharePoint Site 	 Technical Papers <ul style="list-style-type: none"> • Blog: SAS Web Parts for Microsoft SharePoint 	

Question:	<i>Do I have control over how the Right Pane looks?</i>		
Answer:	You can control which sections (Common Actions , Links , and SAS Resources) are visible in your session and the order in which the sections are displayed. You can also reorder or hide content in a specific section by positioning your mouse pointer over the section name and clicking  (Manage this section in my view). However, you cannot hide or reorder the first three items in the Common Actions section: Open , Manage My Content , and Edit Preferences .		
Additional Information:	Your role and the associated capabilities determine which items are available in the Common Actions section. An Administrator with the <i>Administer Hub</i> capability can control which sections are displayed in the right pane by clicking Views ⇨ Manage Shared View of Right Pane on the menu bar.		
 Online Documentation	 Videos	 Technical Papers	
<ul style="list-style-type: none"> • User's Guide 6.4: Working with the Right Pane on the Home Page • User's Guide 6.4: About the Availability of Menus and Menu Selections in SAS Visual Analytics • User's Guide 7.1: Working with the Right Pane on the Home Page • User's Guide 7.1: About the Availability of Menus and Menu Selections in SAS Visual Analytics 	<ul style="list-style-type: none"> • Get Started with the SAS Visual Analytics Home Page • Work with the Right Pane 		

Question:	<i>One of my co-workers created a collection that contains reports and explorations for a specific project that we are working on. Is there a way for me to add their collection to my Home Page?</i>		
Answer:	Yes, as long as that collection has been saved in a location that you have access to, you can add the collection to the My Content area of your Home Page. Select Manage in the My Content area and then select  ⇨ Add a Collection and select the collection that you would like to add. The collection appears as a link in your My Content area.		
Additional Information:	You can add items to, or delete items from this collection once it has been added to your My Content area.		
 Online Documentation	 Videos	 Technical Papers	
<ul style="list-style-type: none"> • User's Guide 6.4: Manage Collections on the Home Page • User's Guide 7.1: Manage Collections on the Home Page 	<ul style="list-style-type: none"> • Manage Recent Items and Favorites 		

Question:	<i>How would I create a favorites collection?</i>	
Answer:	To create a new collection, select Manage in the My Content area, and then select    Create a Collection . In the Create a Collection window, specify a name for the collection and click Browse to select a Location for the collection. After you create a new collection, you can add items to it from within the Manage My Content window.	
Additional Information:	You can also create a new collection by clicking Collections on the object inspector and selecting Create a Collection .	
 Online Documentation <ul style="list-style-type: none"> • User's Guide 6.4: Manage Collections on the Home Page • User's Guide 6.4: Manage Content on the Home Page • User's Guide 7.1: Manage Collections on the Home Page • User's Guide 7.1: Manage Content on the Home Page 	 Videos <ul style="list-style-type: none"> • Manage Recent Items and Favorites 	 Technical Papers

Question:	<i>I noticed that some of my co-workers have different icons and options available to them when they log on to SAS Visual Analytics. Why don't I have the same icons and abilities that they have?</i>	
Answer:	Users might have access to different functionality, depending on their assigned roles. Roles are mapped to capabilities. A <i>capability</i> , also known as an <i>application action</i> , defines the operations a user can perform. SAS Visual Analytics provides five predefined roles—Basic, Report Viewing, Analysis, Data Building, and Administration. A predefined set of capabilities is available for each role. A system administrator can modify these roles and specify the capabilities for each role that meet the guidelines for your company. They can also define new roles. If you have questions about your assigned role, contact your system administrator.	
Additional Information:	For more information about the roles and the capabilities that are available, see the SAS <i>Visual Analytics: Administration Guide</i> .	
 Online Documentation <ul style="list-style-type: none"> • User's Guide 6.4: Overview of SAS Visual Analytics Capabilities • User's Guide 6.4: About the Availability of Menus and Menu Selections in SAS Visual Analytics • User's Guide 7.1: Overview of SAS Visual Analytics Capabilities • User's Guide 7.1: About the Availability of Menus and Menu Selections in SAS Visual Analytics 	 Videos <ul style="list-style-type: none"> • Get Started with the SAS Visual Analytics Home Page 	 Technical Papers

If you have any questions, please contact:

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