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# Document Purpose

This document will serve as a guide for experienced Web Intelligence users navigating the new Webi 4.2 platform. SAP has created an extensive, and comprehensive, archive of tutorial videos to assist Webi users with the new 4.X platform, including videos that highlight the new features and functionality specifically.

In addition to providing the links to these videos, the videos have been summarized by identifying the new features applicable to the DMS user-group along with the corresponding timeframe within the videos. Time stamps have been provided alongside each of the topic descriptions, making it easy to identify the features that matter and navigate to the corresponding locations within the videos.

For details on how to work with these new features or other Webi features, see the official SAP Webi tutorial archive which can be accessed via the link below.

**Official Webi Tutorials**

<https://wiki.scn.sap.com/wiki/display/BOBJ/Tutorials+-+SAP+Web+Intelligence>

# Quick Start, Videos

## [Navigate the Interface](http://youtu.be/4rIwW1yeohU)

The most prominent change from the previous Webi 3.1 platform is the redesigned user interface. Although the interface is significantly upgraded and more closely aligned with familiar Microsoft products, such as Excel and Word which also use a ribbon-based menu, it may take some time for experienced Webi users to become familiar with the new layout. SAP has created a thorough video to assist with this transition.

Watch the *Navigate the Interface* video using the link below prior to proceeding throughout this document.

**Video: *Navigate the Interface***

<http://youtu.be/4rIwW1yeohU>

## Creating a Webi Document

The following 10-minute video by SAP provides a concise, yet informative tutorial for creating a Webi document. Watch this video to see a start-to-finish demonstration of the new Webi 4.X platform.

*Note:* This tutorial encompasses upgrades made up through the release of Web Intelligence 4.1 SP5. For any upgrades 4.1 SP6 or later, please reference the tutorial videos referenced within this document.

**Video: *Creating charts with tables, charts, and images***

<https://www.youtube.com/watch?v=IZMhVUG2HYo&feature=youtu.be>

# What’s New in Webi 4.X, Videos

Each of the following sections in this document corresponds to a specific video produced by SAP for the purpose of identifying and demonstrating new features available with each iteration of Webi since the 3.1 platform.

*Note:* The following videos were selected specifically to highlight the new features applicable for the purpose of this training document. Some of the topics contained in these videos are not applicable to the Webi 4.2 installation – these are addressed for each video. In addition, some of the “What’s New” videos are not listed or summarized here due to a lack of substantive information.

## [What’s new in Web Intelligence 4.0](http://youtu.be/VAWLJ4ikHow)

Video URL: <http://youtu.be/VAWLJ4ikHow>

*Note:* The following topics do not apply to the available Webi 4.2 installation

* BEx queries
* Analysis worksaces/Analysis views
* OLAP universes
* SAP HANA
* Hierarchies

**Video Summary**

|  |  |
| --- | --- |
| 1:28 – 1:45 | **Redesigned user interface**   * See tutorial: *Navigate the Interface* |
| 1:46 – 2:23 | **Copy queries, tables, values, and charts from one document to another**   * See tutorial: *Copy and paste content within Web Intelligence and to other applications* |
| 4:03 – 5:46 | **New charts**   * Geo maps * Pie chart w/depth * Scatterplot * Bubble charts * Box plot * Heat map * Tree map * Gauge charts |

## [What’s new in Web Intelligence 4.0 Feature Pack 3](http://youtu.be/UDOKeFlrIGM)

Video URL: <http://youtu.be/UDOKeFlrIGM>

*Note:* The following topics do not apply to the available Webi 4.2 installation

* SAP BW
* BEx queries
* OLAP universes
* Hierarchies

**Video Summary**

|  |  |
| --- | --- |
| 0:53 – 1:14 | **Direct application of sorts and filters on dimensions and measures**   * See tutorial: *Apply simple and complex sorting* |
| 1:31 – 1:45 | **Hide table rows or columns where measure value or sum of a measure value is zero (0)** |
| 1:46 – 2:04 | **Manage hierarchies based on “levels” or user prompt**   * See tutorial: *Perform level- or prompt-based member selection on hierarchical data* |
| 2:20 – 2:47 | **Create charts using hierarchical dimensions**   * See tutorial:*Create charts with hierarchical dimensions* |
| 2:48 – 3:18 | **Edit chart fonts and colors**   * See tutorial: *Format charts* |

## [What’s new in Web Intelligence 4.1](http://youtu.be/UjpVY4eu9SI)

Video URL: <http://youtu.be/UjpVY4eu9SI>

*Note:* The following topics do not apply to the available Webi 4.2 installation

* SAP HANA
* SAP BW
* ECC data
* BEx queries
* OLAP universes

**Video Summary**

|  |  |
| --- | --- |
| 0:52 – 1:08 | **Freeze row/column headers in Reading mode** |
| 1:09 – 1:28 | **Customize color palettes for charts** |
| 1:29 – 1:37 | **New property panels for headers and footer** |
| 1:38 – 1:46 | ***Values* object within formula editor** |
| 1:47 – 2:29 | **Automatically refresh documents upon opening** |
| 3:06 – 3:17 | **Run a specific query from the *Query Panel***   * Where a document contains multiple queries, users can select a specific query to run rather than being required to run them all |
| 4:38 – End | **Enable query stripping** (this may be dependent on the settings in the CMC)   * Increases performance and runtimes by excluding data for Result Objects that are used in the query but are not used in the report |

## [What’s new in Web Intelligence 4.1 SP2](http://youtu.be/B3tG_bImJNg)

Video URL: <http://youtu.be/B3tG_bImJNg>

*Note:* The following topics do not apply to the available Webi 4.2 installation

* SAP BW
* BEx queries
* Web Intelligence extensions

**Video Summary**

|  |  |
| --- | --- |
| 0:00 – 0:20 | **Customize appearance and data label settings within chart** |
| 0:21 – 0:40 | **New chart features**   * Data label positioning, text wrapping |
| 0:40 – 0:49 | **Quick-access formatting**   * Display numbers as currency or percentage |
| 0:50 – 1:24 | **Display user responses to prompts**   * New pre-defined cells available for displaying the values entered in the user prompts * Applies to all prompts or individual prompts |
| 1:25 – 1:41 | **Display different colors for waterfall charts**   * Applies to totals/subtotals, positive/negative values |
| 2:26 – 2:37 | **Copy/paste object descriptions**   * Object properties can be copied from the query panel and pasted within the Webi document or to an external program such as Excel |

## [What’s new in Web Intelligence 4.1 SP3](http://youtu.be/h5om6rhqPL4)

Video URL: <http://youtu.be/h5om6rhqPL4>

*Note:* The following topics do not apply to the available Webi 4.2 installation

* SAP HANA

**Video Summary**

|  |  |
| --- | --- |
| 0:13 – 0:35 | **Input control enhancements**   * Restrict input controls to specific lists of values * Input controls automatically duplicated along with reports |
| 0:36 – 0:46 | **Modify line width for line charts** |

## [What’s new in Web Intelligence 4.1 SP4](http://youtu.be/sjkTaUy5Hdc)

Video URL: <http://youtu.be/sjkTaUy5Hdc>

*Note:* The following topics do not apply to the available Webi 4.2 installation

* Hierarchies

**Video Summary**

|  |  |
| --- | --- |
| 0:23 – 0:39 | **Set zero values flat against the value axis**   * Applies to 100% Stacked bar and Column charts * *Format Chart > Plot Area > Design* |
| 0:40 - End | **Decouple dual-axis charts from the same X-axis**   * Produces one (1) dual-axis chart with different origins * *Format chart > Value Axis 2 > Unlock the axis* |

## [What’s new in Web Intelligence 4.1 SP6](http://youtu.be/2fYho6zi6s4)

Video URL: <http://youtu.be/2fYho6zi6s4>

*Note:* The following topics do not apply to the available Webi 4.2 installation

* SAP HANA
* OLAP databases
* Web Intelligence extensions

**Video Summary**

|  |  |
| --- | --- |
| 0:00 – 0:33 | **Free-hand SQL introduced** |
| 0:34 – 1:13 | **Save frequently-used prompt variables as a prompt variant**   * Multiple prompt values can be answered by selecting a single prompt variant from the Prompts dialog box |
| 1:14 – 1:29 | **Create global input controls**   * Select option to apply the defined input controls to a single report or all reports within a document |
| 2:03 – 2:20 | **Select NULL\_VALUE from a list of values**   * Applies to LOVs for query filters and input controls |
| 2:21 – 2:59 | **No prompts when cancelling queries using the HTML interface**   * Option to return partial results is no longer available |
| 3:38 – 3:51 | **New line styles for line charts**   * Solid, Dot, Dash, Dash-and-Dot |
| 3:52 – 4:11 | **More date options within RelativeDate() function**   * Year, Semester, Quarter, Month, Week, Day, Hour |
| 4:27 – 4:33 | **Duplicate a variable (user-defined object) using right-click** |
| 4:34 – 4:39 | **Select a group of cells using the “Shift” key** |
| 5:12 – 5:21 | **Access additional information regarding functions and operators**   * Formula Editor provides additional information such as syntax, input parameters, usage notes, and examples |
| 5:22 – 5:28 | **Ability to scale document when printing** |

## [What’s new in Web Intelligence 4.2 SP3](https://www.youtube.com/watch?v=4pJ93yOud1M)

Video URL: <https://www.youtube.com/watch?v=4pJ93yOud1M>

*Note:* The following topics do not apply to the available Webi 4.2 installation

* BEx Queries
* Third-party extensions
* SAP HANA
* Parallel Queries

**Video Summary**

|  |  |
| --- | --- |
| 0:20 – 0:37 | **HTML improvements**   * Conditional formatting (Report Panel) * Ranking (Query Filters) |
| 0:38 – 1:00 | **Geo Maps updates**   * Geo qualifying based on location names or coordinates * Geo qualifying merged objects and variables * See tutorial: *Geo-qualifying objects using coordinates* |
| 1:11 – 1:34 | **Create groups of Input Controls**   * Input controls can be set up as a hierarchy of values |
| 1:35 – 1:57 | **Cell references introduced**   * Similar to cell references in Excel * Create and name cell references to reuse a cell’s data for a calculation or other function |
| 2:58 – 3:11 | **Add comments to report elements** |
| 3:12 – End | **Shared elements improvements**   * Support for Geo Maps, custom elements, embedded imagery * Maintain link between publishing source and new document |

## [What’s new in Web Intelligence 4.2 SP4](https://www.youtube.com/watch?v=yUI-LrJlnBI)

Video URL: <https://www.youtube.com/watch?v=yUI-LrJlnBI>

*Note:* The following topics do not apply to the available Webi 4.2 installation

* Interactive Viewer

**Video Summary**

|  |  |
| --- | --- |
| 1:02 – 1:28 | **Gauge charts introduced**   * Speedometer, Battery, etc. |
| 1:29 – 1:55 | **Use Free-hand SQL as a data source using HTML interface** |
| 2:10 – 2:32 | **New Functions**   * DaysBetween(), TimeBetween() |

## [What’s new in Web Intelligence 4.2 SP5](https://www.youtube.com/watch?v=Z4MlBIU6_-Y)

Video URL: <https://www.youtube.com/watch?v=Z4MlBIU6_-Y>

*Note:* The following topics do not apply to the available Webi 4.2 installation

* SAP HANA
* Interactive Viewer
* Hierarchies

**Video Summary**

|  |  |
| --- | --- |
| 0:10 – 0:31 | **Display/Hide sections of the query panel** |
| 0:50 – 1:05 | **Chart enhancements**   * New legend, improved graphics * Edit multiple charts at once |
| 1:37 – 2:00 | **New delivery criteria when scheduling**   * Contains data, Successfully refreshed |
| 2:01 – 2:07 | **New output file types when scheduling documents**   * HTML archive, CSV archive |
| 2:48 – 3:05 | **Custom SQL remains intact after changing a Data Source** |
| 3:06 – 3:16 | **Delete trailing blanks from result values** |
| 3:17 – 3:56 | **New break types**   * Same-level, Value-based * See tutorials: *Using value-based breaks* and *Using same-level breaks* |