

ALLEGHENY COLLEGE

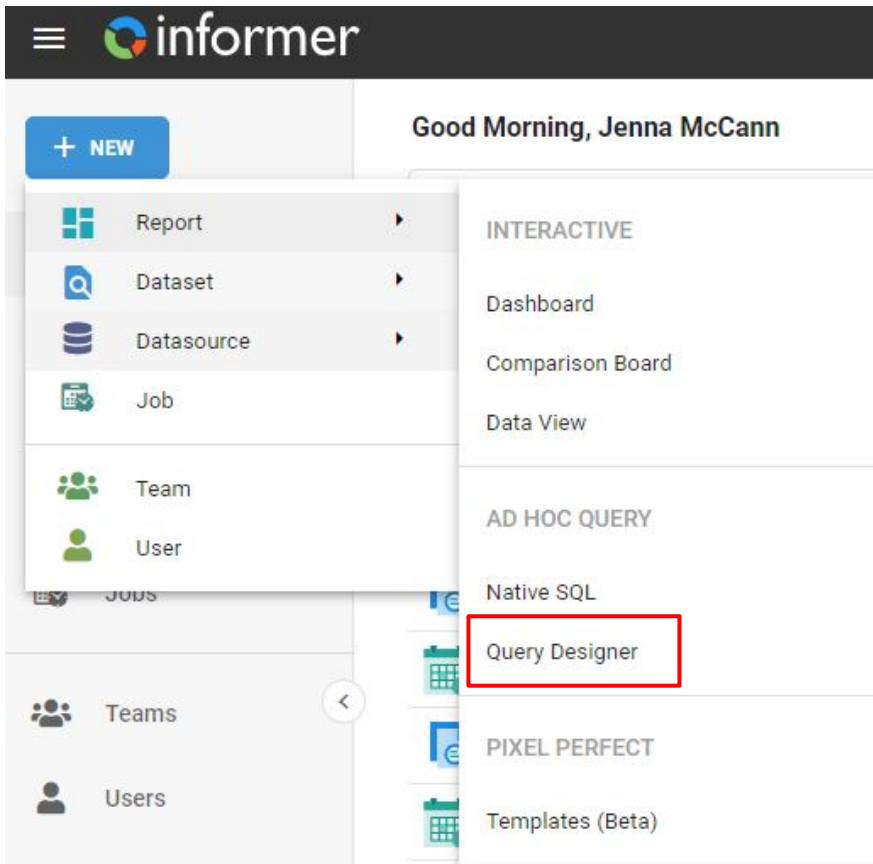
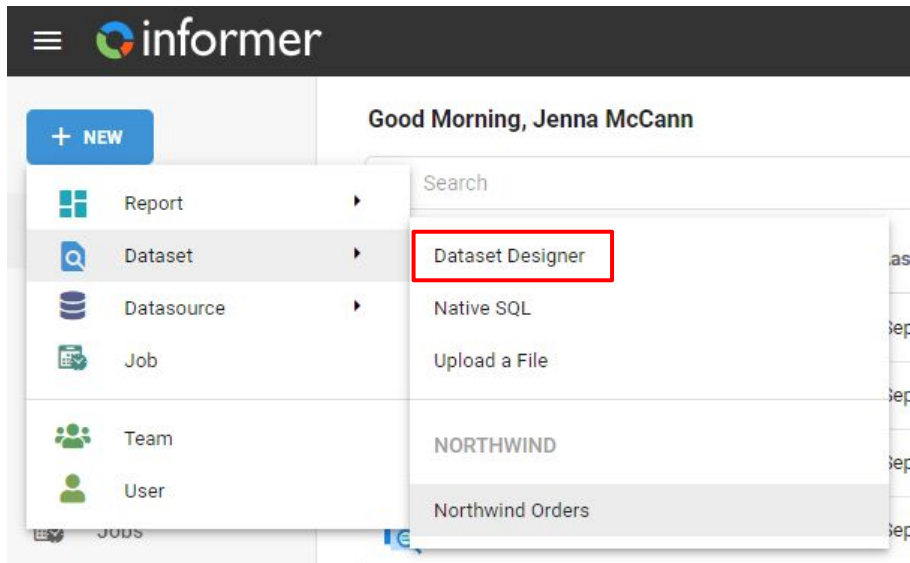
Informer5 Training

Advanced Usage

Datasets vs Ad Hoc Queries (Report)

- Ad Hoc and Datasets Queries have similar structures. They both:
 - Run against a Datasource.
 - Have Field and Criteria definitions.
 - Can have defined Flow Steps.
- Ad Hoc queries differ from Datasets in that:
 - Users can convert Ad Hoc Queries into Dataset Queries.
 - Ad Hoc Queries results have a short lifespan.
 - Ad Hoc Queries results are only available to the User who ran the Query.
 - Ad Hoc Queries results cannot have any Visuals saved from them.
 - Ad Hoc Queries are a type of Report, while Datasets are their own category of content.
- One dataset to create reports separately

Creating a Dataset or Ad Hoc query (Report)



Creating a Dataset or Ad Hoc query (Report)

Ad hoc Query

Design a Query by choosing rows and columns from a Datasource

Name *

Training

Select Datasource *

Colleague Production

Select Mapping *

COURSE.SECTIONS

CANCEL

SAVE

Creating a Dataset or Ad Hoc query (Report)

The screenshot shows the Informer Training Editor interface. The left sidebar contains a 'Mapping' section with a 'Fields' option highlighted by a red box. The main workspace displays a message 'You haven't added any Fields.' with an 'ADD FIELD' button highlighted by a red box. The top navigation bar includes a search bar, user profile, and tabs for 'Home', 'Reports', 'Training', and 'Editor'.

Creating a Dataset or Ad Hoc query (Report)

Mappings

COURSE.SECTIONS

COURSES

> COURSE.SEC.FACULTY

> COURSE SEC MEETING

> COURSE.SEC.MEETING

> PERSON, faculty

> PERSON (FIRST Faculty)

> STUDENT.COURSE.SEC

Search Fields

ADD ALL (363)

Type	Name	Field	#	MV	Dict		
🔗	Acad Level	SEC.ACAD.LEVEL	30		D	🔍	ADD
🔗	Acctg Method	SEC.FUNDING.ACCTG.MET	110		D		
🔗	Active Students	SEC.ACTIVE.STUDENTS	66	M	D		
🌟	Active Students (Count)	X.SEC.ACTIVE.STUDENT.C	0		I		
🌟	Actual Expense	SEC.ACTUAL.EXPENSES	53	M	D		
🔗	Actual Meetings	SEC.CALENDAR.SCHEDULE	96	M	D	🔍	ADD
🔗	Added By	COURSE.SECTIONS.ADDOF	22		D	🔍	ADD
📅	Added On	COURSE.SECTIONS.ADDDA	23		D	🔍	ADD
📅	Add End Date	SEC.OVR.ADD.END.DATE	84		D	🔍	ADD
📅	Add Start Date	SEC.OVR.ADD.START.DATE	83		D	🔍	ADD
🔗	Allow Audit	SEC.ALLOW.AUDIT.FLAG	39		D	🔍	ADD
🔗	Allow Pass/No Pass	SEC.ALLOW.PASS.NOPASS	38		D	🔍	ADD

ADD...

Sample Data

Acad Level

UG

UG

UG

UG

UG

ADD

ADD field

CLOSE

Creating a Dataset or Ad Hoc query (Report)

Jenna McCann

Training

Home / Reports / Training / Editor

Draft saved CANCEL SAVE

Query
Mapping
Colleague Production > COURSE.SECTIONS
Fields
Course, Course Description, Course Number, COURSE SECTIONS, COURSE.SEC.MEETING Bldg
Criteria
None
Order by
None
Row limit
None
Inputs
None
Flow Steps
None

Add Group						Columns	Aggregates	Options
Course	Course Description	Course Number	COURSE SECTI...	COURSE.SEC.MEETING ...				
COMRT_590	An independent study or research experience. The student independently pursues a topic or project of interest with guidance from a faculty member. Students meet one-on-one with the faculty mentor on a regular basis and also complete independent readings, laboratory work, or comparable activities. Credit: One to four semester credit hours. Prerequisite: Permission of the instructor. Distribution Requirements: None.	590	29082	TBA				
ENGL_590	An independent study or research experience. The student independently pursues a topic or project of interest with guidance from a faculty member. Students meet one-on-one with the faculty mentor on a regular basis and also complete independent readings, laboratory work, or comparable activities. May be repeated for credit. Prerequisite: Permission of instructor. Distribution Requirements: None.	590	26999	TBA				
527	Individual instruction for students at the advanced level. A minimum level of repertoire difficulty is required as is attendance at weekly performance seminars. Specific details on the repertoire requirements for each instrument are on file in the Music Department office. Expectations of daily practice and improvement will be established by each applied Instructor. One semester hour: weekly half-hour lessons; two semester hours: weekly one-hour lessons. Students should expect to spend twice as much time in preparation for one-hour lessons as they would for half-hour lessons. Normal progress in repertoire and technique is expected in subsequent registration at this level. An additional fee is required for this course;	344	24916	TBA				

Sample of 50 records

Creating a Dataset or Ad Hoc query (Report)

informer

Training

Home / Reports / Training / Editor

Draft savedCANCELSAVE

Query

Mapping
Colleague Production > COURSE.SECTIONS

Fields
Course, Course Description, Course Number, COURSE SECTIONS, COURSE.SEC.MEETING Bldg

Criteria
None

Order by
None

Row limit
None

Inputs
None

Flow Steps

None

Add Group

Course	Course Description	Course Number	COURSE SECTI...	COURSE.SEC.MEETING ...
COMRT_590	An independent study or research experience. The student independently pursues a topic or project of interest with guidance from a faculty member. Students meet one-on-one with the faculty mentor on a regular basis and also complete independent readings, laboratory work, or comparable activities. Credit: One to four semester credit hours. Prerequisite: Permission of the instructor. Distribution Requirements: None.	590	29082	TBA
ENGL_590	An independent study or research experience. The student independently pursues a topic or project of interest with guidance from a faculty member. Students meet one-on-one with the faculty mentor on a regular basis and also complete independent readings, laboratory work, or comparable activities. May be repeated for credit. Prerequisite: Permission of instructor. Distribution Requirements: None.	590	26999	TBA
527	Individual instruction for students at the advanced level. A minimum level of repertoire difficulty is required as is attendance at weekly performance seminars. Specific details on the repertoire requirements for each instrument are on file in the Music Department office. Expectations of daily practice and improvement will be established by each applied instructor. One semester hour: weekly half-hour lessons; two semester hours: weekly one-hour lessons. Students should expect to spend twice as much time in preparation for one-hour lessons as they would for half-hour lessons. Normal progress in repertoire and technique is expected in subsequent registration at this level. An additional fee is required for this course;	344	24916	TBA

Sample of 50 records

Sample Data

Creating a Dataset or Ad Hoc query (Report)

informer

Search anything (Ctrl + Space)

Training

Home / Reports / Training / Editor

Draft saved CANCEL SAVE

Query

Mapping
Colleague Production > COURSE.SECTIONS

Fields
Course, Course Description, Course Number, COURSE.SECTIONS, COURSE.SEC.MEETING Bldg

Criteria
None

Order by
None

Row limit
None

Inputs
None

Flow Steps
None

Add Group

Course	Course Description	Course Number	COURSE SECT...	COURSE.SEC.MEETING ...
COMRT_590	An independent study or research experience. The student independently pursues a topic or project of interest with guidance from a faculty member. Students meet one-on-one with the faculty mentor on a regular basis and also complete independent readings, laboratory work, and other activities. Credit: One to five semester hours. Prerequisite: Permission of the instructor and Distribution Requirements	590	29082	TBA
ENGL_590	An independent study or research experience. The student independently pursues a topic or project of interest with guidance from a faculty member. Students meet one-on-one with the faculty mentor on a regular basis and also complete independent readings, laboratory work, and other activities. May be repeated. Prerequisite: Permission of the instructor and Distribution Requirements			
527	Individual instruction for students at an advanced level. A minimum of one semester hour of difficulty is required as is attendance at weekly performance seminars. Specific details on the repertoire requirements for each instrument are on file in the Music Department office. Expectations of daily practice and improvement will be established by each applied instructor. One semester hour: weekly half-hour lessons; two semester hours: weekly one-hour lessons. Students should expect to spend twice as much time in preparation for one-hour lessons as they would for half-hour lessons. Normal progress in repertoire and technique is expected in subsequent registration at this level. An additional fee is required for this course;			

Sample of 50 records

Sample options

Change how Informer issues a sample request

☒ Run a live sample

☒ Include criteria

Row limit
50

CANCEL

APPLY

Refresh
Sample Data

Run Live data

Creating a Dataset or Ad Hoc query (Report)

Add Criteria

informer

Search anything (Ctrl + Space)...

Training

Home / Reports / Training / Editor

Draft saved CANCEL SAVE

Query

Mapping

Fields

Criteria

Order by

Row limit

Inputs

Flow Steps

Colleague Production > COURSE.SECTIONS

Course, Course Description, Course Number, COURSE SECTIONS, COURSE.SEC.MEETING Bldg

None

None

None

None

None

+ Match all of the following criteria

You have not inserted any criteria

+ All

Any

None of All

None of Any

Match all (AND)

Match Any (OR)

None of All (NOT AND)

None of Any (NOT OR)

DONE

Creating a Dataset or Ad Hoc query (Report)

Add Criteria

The screenshot displays the Informer Training interface. The top navigation bar includes the Informer logo and a search icon. Below this, a teal bar labeled 'Training' contains a pencil icon. The main interface is divided into two panels. The left panel, titled 'Query', contains several sections: 'Mapping' (showing 'Colleague Production > COURSE.SECTIONS'), 'Fields' (listing 'Course, Course Description, Course Number, COURSE SECTIONS, COURSE.SEC.MEETING Bldg'), 'Criteria' (currently set to 'None'), 'Order by' (set to 'None'), 'Row limit' (set to 'None'), and 'Inputs' (set to 'None'). The right panel, titled 'Flow Steps', is currently empty. A context menu is open over the 'Criteria' section, titled 'Insert new...'. This menu lists several options: 'Criteria' (highlighted with a red rectangle), 'Group', 'WHEN Group', 'Select Returning', 'TCL/ECL block', and 'GET.LIST'.

informer

Search

Training

Query

Mapping
Colleague Production > COURSE.SECTIONS

Fields
Course, Course Description, Course Number, COURSE SECTIONS, COURSE.SEC.MEETING Bldg

Criteria
None

Order by
None

Row limit
None

Inputs
None

Flow Steps

None

Insert new...

- Criteria
- Group
- WHEN Group
- Select Returning
- TCL/ECL block
- GET.LIST

Creating a Dataset or Ad Hoc query (Report)

Add Criteria

Match all of

▼

the following criteria

Any

▼

Field

SELECT FIELD

exactly matches

Value

ENTER VALUE

COURSE.SECTIONS

⋮

COURSES

> COURSE.SEC.FACULTY

> COURSE.SEC.MEETING

> COURSE.SEC.MEETING

> PERSON, faculty

> PERSON (FIRST Faculty)

> STUDENT.COURSE.SEC

Search Fields

Type	Name	Field	#	MV	Dict		Sele...
🔗	Acad Level	SEC.ACAD.LEVEL	30		D	🔍	SELECT
🔗	Acctg Method	SEC.FUNDING.ACCTG.METHC	110		D	🔍	SELECT
🔗	Active Students	SEC.ACTIVE.STUDENTS	66	M	D	🔍	SELECT
🌟	Active Students (Count)	X.SEC.ACTIVE.STUDENT.COUN	0		I	🔍	SELECT
🌟	Actual Expense	SEC.ACTUAL.EXPENSES	53	M	D	🔍	SELECT
🔗	Actual Meetings	SEC.CALENDAR.SCHEDULES	96	M	D	🔍	SELECT
🔗	Added By	COURSE.SECTIONS.ADDOPR	22		D	🔍	SELECT
📅	Added On	COURSE.SECTIONS.ADDDATE	23		D	🔍	SELECT
📅	Add End Date	SEC.OVR.ADD.END.DATE	84		D	🔍	SELECT
📅	Add Start Date	SEC.OVR.ADD.START.DATE	83		D	🔍	SELECT
🔗	Allow Audit	SEC.ALLOW.AUDIT.FLAG	39		D	🔍	SELECT
🔗	Allow Pass/No Pass	SEC.ALLOW.PASS.NOPASS.FL	38		D	🔍	SELECT

CANCEL

APPLY

Creating a Dataset or Ad Hoc query (Report)

Add Criteria

Match all of ▾ the following criteria

Any ▾

Field

Course

exactly matches

Value

ENTER VALUE

Match all of ▾ the following criteria

Any ▾

Field

Course

exactly matches

does not match

like

unlike

contains

ENTER VALUE

Creating a Dataset or Ad Hoc query (Report)

Add Criteria

+

Match all of ▾

the following criteria

Any ▾

Field

SELECT FIELD

exactly matches

Value

ENTER VALUE

+

Match all of ▾

the following criteria

Any ▾

Field

Course

exactly matches

Field

Saved List

Value

User Field

Inputs ▶

Creating a Dataset or Ad Hoc query (Report)

Add Criteria

Match all of ▾ the following criteria

Any ▾

Field

SELECT FIELD

exactly matches

Value

ENTER VALUE

Course exactly matches

Text (7)

ART_111

USE BLANK

OR

CANCEL

APPLY

Creating a Dataset or Ad Hoc query (Report)

Add Criteria

informer

Training

Home / Reports / Training / Editor

Draft saved

CANCEL

SAVE

Query

Mapping

Fields

Criteria

Order by

Row limit

Inputs

Flow Steps

Colleague Production > COURSE.SECTIONS

Course, Course Description, Course Number, COURSE SECTIONS, COURSE.SEC.MEETING Bldg

Course exactly matches ART_111 (ignore case)

None

None

None

None

Add Group

Columns Aggregates Options

Course	Course Description	Course Number	COURSE SECTI...	COURSE.SEC.MEETING ...	
ART_111	An introductory survey of Western art from the Renaissance to the early 20th century. Distribution Requirements: HE, IP.	111	01/SP_ART_111_00	DOAN	
ART_111	An introductory survey of Western art from the Renaissance to the early 20th century. Distribution Requirements: HE, IP.	111	00/SP_ART_111_00	DOAN	
ART_111	An introductory survey of Western art from the Renaissance to the early 20th century. Distribution Requirements: HE, IP.	111	25052	DOAN	
ART_111	An introductory survey of Western art from the Renaissance to the early 20th century. Distribution Requirements: HE, IP.	111	39658	DOAN	
ART_111	An introductory survey of Western art from the Renaissance to the early 20th century. Distribution Requirements: HE, IP.	111	16753	DOAN	
ART_111	An introductory survey of Western art from the Renaissance to the early 20th century. Distribution Requirements: HE, IP.	111	29320	DOAN	
ART_111	An introductory survey of Western art from the Renaissance to the early 20th century. Distribution Requirements: HE, IP.	111	31420	DOAN	
ART_111	An introductory survey of Western art from the Renaissance to the early 20th century. Distribution Requirements: HE, IP.	111	33571	DOAN	
ART_111	An introductory survey of Western art from the Renaissance to the early 20th century. Distribution Requirements: HE, IP.	111	48179	ARTE	
ART_111	An introductory survey of Western art from the Renaissance to the early 20th century. Distribution Requirements: HE, IP.	111	1443	DOAN	
ART_111	An introductory survey of Western art from the Renaissance to the early 20th century. Distribution Requirements: HE, IP.	111	19484	DOAN	

Sample of 50 records

Creating a Dataset or Ad Hoc query (Report)

Add Criteria

+

Match all of ▾

the following criteria

Any ▾

Field

Course

exactly matches

Field

Saved List

Value

User Field

Inputs ▶

New input...

Distinct values from data

Value-Label Pairs

Input Box

Chips

Select Dropdown

Radio Buttons

Creating a Dataset or Ad Hoc query (Report)

Add Criteria

Input Box

Label *

Course

Alias *

secCourse

6 / 100

9 / 100

Tooltip help

Optional text to explain the input to the User

☐ Require value

☐ Only allow a single value

Separate multiple values by

Comma

Data Type

Text

Default value

Enter text values

Separate multiple values with a Comma.

CANCEL

APPLY

Creating a Dataset or Ad Hoc query (Report)

Order By

informer

Search anything (Ctrl + Space)...

Home / Reports / Training / Editor

Draft saved

CANCEL

SAVE

Training

Query

Mapping

Fields

Criteria

Order by

Row limit

Inputs

Flow Steps

Colleague Production > COURSE SECTIONS

Course, Course Description, Course Number, COURSE SECTIONS, COURSE SEC MEETING Bldg

Course exactly matches ART_111 (ignore case)

None

None

None

None

Order by

None

Order by

Sort Fields at the Query level, thus guaranteeing records will stream in that order through Flow Steps. Certain calculations, such as "Merge Duplicates," may take advantage of this to boost performance. The final output does not use this order, but instead defers to the "Sort" option in the column headers.

Select Field

Select Field

Ascending

Descending

+ -

DONE

Creating a Dataset or Ad Hoc query (Report)


Order By


Order by


Sort Fields at the Query level, thus guaranteeing records will stream in the order you want, but instead defers to the "Sort" option in the column headers.


Select Field


Select Field


 Search Fields

 COURSE SECTIONS

 COURSE.SEC.MEETING Bldg

 Course

 Course Description

 Course Number

CANCEL

Creating a Dataset or Ad Hoc query (Report)

Row Limit

informer

Search anything (Ctrl + Space)...

Jenna McCann

Training

Home / Reports / Training / Editor

Draft saved

CANCEL

SAVE

Query

...

Mapping

Colleague Production > COURSE.SECTIONS

Fields

Course, Course Description, Course Number, COURSE SECTIONS, COURSE.SEC.MEETING Bldg

Criteria

Course exactly matches ART_111 (ignore case)

Order by

Course

Row limit

100

Inputs

None

Flow Steps

None

Row limit

Limit the number of rows returned by the query. Note, this limit will allow rows in the order they are returned from the Datasource. Any Flow Steps will only be able to operate on those rows. Additionally, if any Flow Steps or filters add or remove rows, the final row count may differ from this limit. If you are just trying to limit the size of the sample, use [sample options](#).

Enable limit

Row limit

100

DONE

Creating a Dataset or Ad Hoc query (Report)

Flow Steps

informer

Training

Query

Mapping

Fields

Criteria

Order by

Row limit

Inputs

Flow Steps

Colleague Production > COURSE.SECTIONS

Course

ART_111

ART_111

ART_111

ART_111

ART_111

ART_111

ART_111

ART_111

ART_111

Sample of 50 records

Course, Course Description, Course Number, COURSE SECTIONS, COURSE.SEC.MEETING Bldg

Course exactly matches ART_111 (ignore case)

Course

None

None

None

None

Add Field

Transform

Advanced

Remove

Inputs

None

Flow Steps

None

Add Field

Transform

Advanced

Remove

ART_111

ART_111

ART_111

ART_111

ART_111

ART_111

Sample of 50 records

Calculated Field

Code Field

Concatenate

Coordinates from Lat/Lon

Counter

Fields from another Dataset

Percent of Total

Fields from another Datasource

Templated Field

Time Between

Zip2Geo

Flow Steps

None

Add Field

Transform

Advanced

Remove

Renaissance to the early 20th century.
Distribution Requirements: HE, IP.

An introductory survey of Western art from the Renaissance to the early 20th century.
Distribution Requirements: HE, IP.

Remove Fields

Creating a Dataset or Ad Hoc query (Report) Flow Steps

informer

Training

Query ...

Mapping
Colleague Production > COURSE SECTIONS

Fields +
Course, Course Description, Course Number, COURSE SECTIONS, COURSE SEC. MEETING Bldg

Criteria >
Course exactly matches ART_111 (ignore case)

Order by >
Course

Row limit >
None

Inputs >
None

Flow Steps

None

Add Field ▶

Transform ▶

Advanced ▶

Remove ▶

ART_111

ART_111

ART_111

Sample of 50 records

⚙️ ⌚ ↺ ▶

The screenshot shows the Tableau interface with a context menu open for the 'ART_111' field. The menu options are 'Add Field', 'Transform', 'Advanced', and 'Remove'. The 'Transform' option is selected, and a sub-menu is open showing options: 'Field Settings', 'Find and Replace', 'Merge Duplicates', 'Normalize', and 'Sanitize Aliases'.

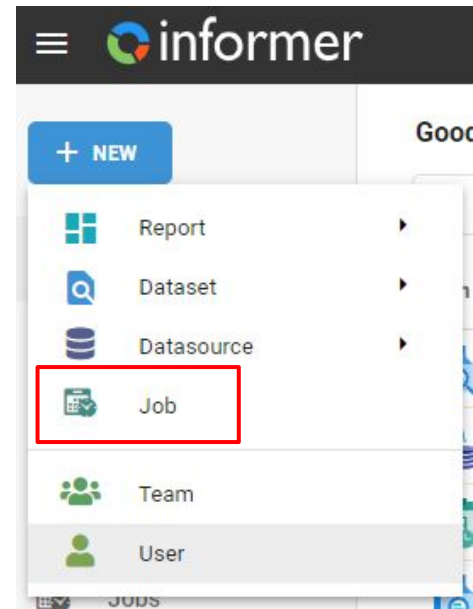
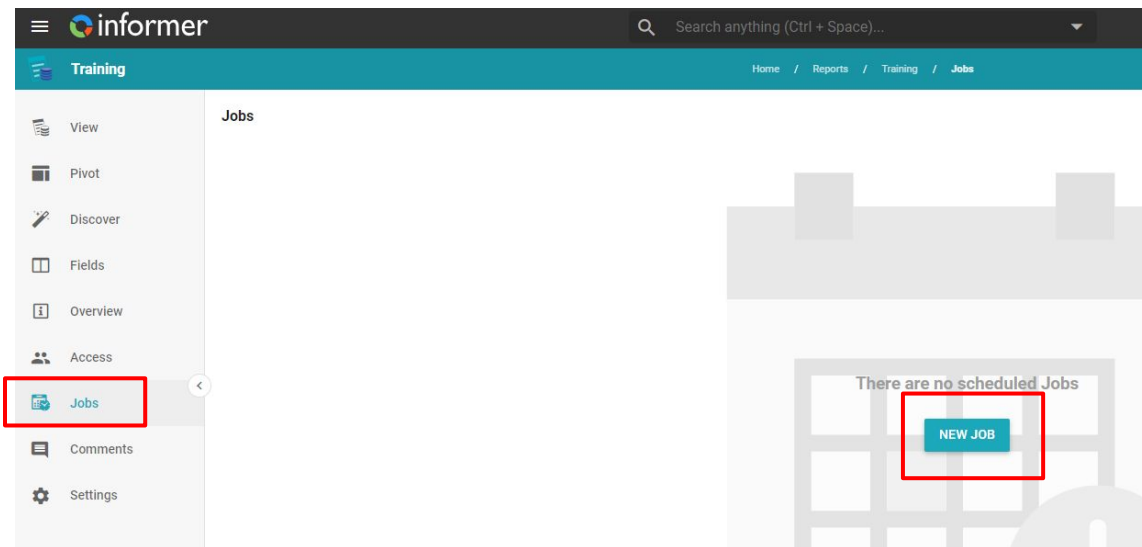
The screenshot shows the Canvas LMS interface. On the left, the 'Flow Steps' menu is open, showing options: 'None', 'Add Field', 'Transform', 'Advanced' (selected), and 'Remove'. To the right, the 'Advanced' submenu is displayed, listing three actions: 'Flush' (highlighted), 'Java Calculated Field', and 'Power Script'. The background shows a course page for 'ART_111' with a description of the course content.

Create Job

Need Job Creation Access

There are two ways to create a Job:

1. Creating a Job directly from a Query is convenient when already looking at the Data in question or just after building the Query.
2. From the "+ New" button or from inside a Query (Dataset or Ad hoc Query) that will provide some or all of the data for the Job.



Create Job

Need Job Creation Access

informer

Search anything (Ctrl + Space)...

Jenna McCann

Run Training

Home / Jobs / Run Training / Editor

Draft saved

CANCEL

SAVE

Data

+

Training training

<

Actions

+

None

Schedule

Disabled

None

>

No data to show.

RUN QUERY

REMOVE

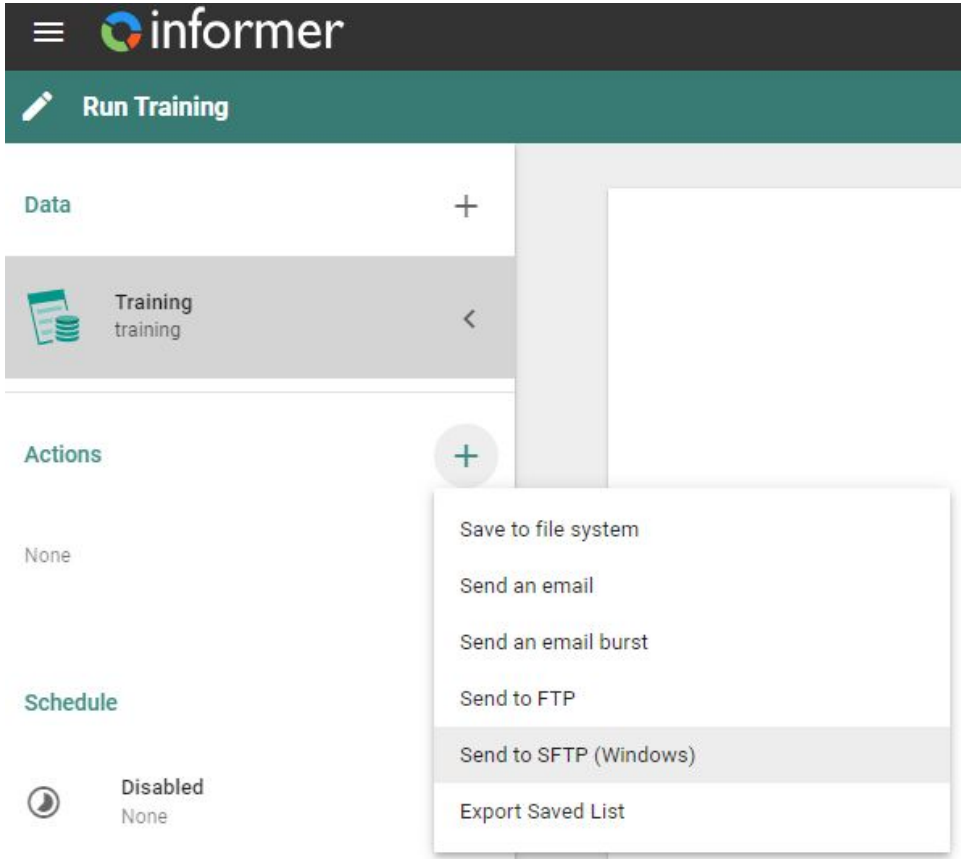
Dataset Options

Refresh on Job run

DONE

Add Data

Refresh Data



NOTE: If you are just looking to refresh a dataset or report, you do not need to add an Action

Create Job

Schedule a Job

Schedule

Automatically run the Job on a recurring schedule

☒ Enabled

Interval

None

Minutes

Hourly

Daily

Weekly

Schedule

Automatically run the Job on a recurring schedule

☒ Enabled

Interval

Daily

☒ Every 1 day at 10:27 AM

☐ Every weekday at 10:27 AM

Next fire times

Fri, September 22, 2023 at 10:27 AM EDT

Sat, September 23, 2023 at 10:27 AM EDT

Sun, September 24, 2023 at 10:27 AM EDT

Start Date

9/21/2023

End Date

Enter a date