Steps to Install and Connect to Discoverer

1) Prior to starting the installation process you should:
   a) Adjust your browser’s pop-up blocker settings so Discoverer’s web address is an allowed site.
      i. If Internet Explorer is your preferred browser select Tools > Pop-up Blocker > Pop-up Blocker Settings from the browser menu. Enter “spruce.unet.maine.edu” in the Address of Web site to allow field and click Add.
      ii. If Mozilla Firefox is your preferred browser select Tools > Options > Web Features from the browser menu. Click the button adjacent to Block Popup Windows and enter “spruce.unet.maine.edu” in the Address of web site field and click.
   b) Make certain the security settings set for your default browser allow Active X controls and plug-ins to run.
      i. From Internet Explorer’s browser menu select Tools > Options > Security > Custom Level.

Select the radio button to enable the running of ActiveX controls and plug-ins.
2) Open the “Connect to OracleBI Discoverer” screen
   a) From your web browser go to http://discoverer.maine.edu
   b) Choose “Start Discoverer 10g” – a link about halfway down the page. This is a link to Discoverer itself. A “Sign In” box will appear.
   c) In the User Name field enter Your UMS User ID
   d) In the Password field enter your assigned Discoverer password (not your UMS password)
   e) Click **Login**

Create a Connection Profile

You can create and save a **Connection** profile that when selected will automatically connect you to Discoverer. Here’s how:

1) On the **Connect to Discoverer** page click **Create Connection**.

The **Create Connection** page opens:
1) Enter the following information on the Create Connection page:

**Connection Details**
- **Connect To** – If it does not already appear, select “OracleBI Discoverer” from the drop-down menu.
- **Name** – Enter the name of the database you are creating a connection for: GLSNAP, FAST or CENSUS.
- **Description** – Enter additional information about the new connection. This information is displayed in the Description column on the Connections page, and it helps you choose a connection if more than one exists.
- **Locale** – If it does already appear, select “Locale retrieved from browser” from the drop-down menu.

**Account Details**
- **User Name** : Enter your UMS User ID.
- **Password** : Enter your UMS password.
- **Database** :
  - To connect to GLSNAP enter “glsnap.unet.maine.edu.”
  - To connect to FAST or CENSUS enter “warehouse.unet.maine.edu”

2) When finished, click [Apply] or [Apply and Connect].

The next time you login to the Oracle Database, you will see the connection/s you created listed in the Choose Connection section of the page:
3) Click **Show** to view details about the Connection:

![Diagram showing Oracle Discoverer Plus interface]

Note: Click **Update** to apply changes to connection information. Click **Delete** to delete the connection.

4) Click on Connection name to initiate connection to Discoverer:
4) If a required ActiveX control is not installed on your computer, the following message will appear at the top of your browser window:

![Image showing Internet Explorer Security Warning]

- Click on **Click here to install...** to install the **j2re.exe** file on your computer.

If the following Internet Explorer Security Warning appears, click **Install**.

5) When the **Java 2 Runtime Environment** license agreement appears:
   a. Select the **I accept the terms in the license agreement** radio button.
   b. Click **Next >**.
6) On the **Setup Type** page, select the radio button.

Wait while the installation process progresses.
7) When the **Java 2 Runtime Environment** installation process finishes, click **Finish**.

8) Check your desktop Status Bar for the following link: [http://spruce.unet.m...](http://spruce.unet.m...)
   a. Click on the link to maximize the following screen:
b. Wait as the “Loading Java Applet” process progresses.

9) When the following security warning appears asking if you trust the Oracle security certificate associated with the applet, click [Always].

The Workbook Wizard screen appears.