

Cognos Access by Individual User Account

Go to www.cnyric.org
From [Web Applications](#) select Cognos.

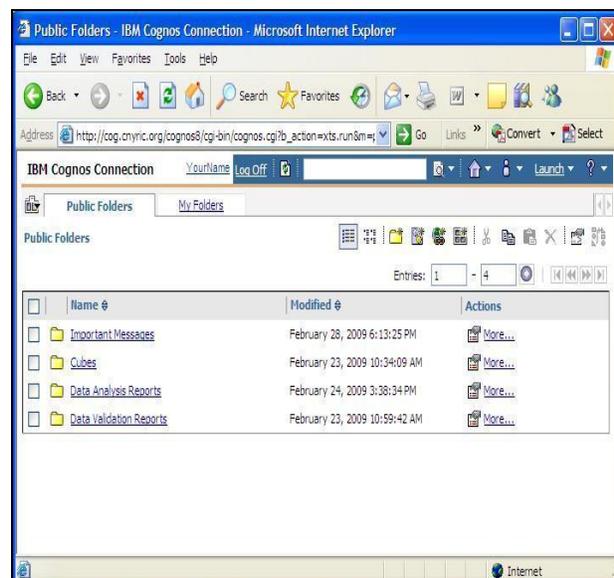
First signon with an individual user account. The first signon with an individual user account requires a temporary password which is a date in the 'mmddy' format. The user is immediately prompted to define a permanent password with a confirmation. The permanent password is of one's own choosing and must be a minimum of 5 characters.

Cognos Portal. The screenshots below show the Cognos Welcome page and the Cognos Folders page (details view) displayed upon successful entry.



Cognos Welcome Page

Click on My Home or Cognos Content to view the Folders page. You can uncheck to bypass this page in the future.



Cognos Folders Page

Links are displayed depending on user access to Cubes and/or Reports. Click on the My Folders tab to view links to your custom Cubes and/or Reports.