Note

Before using this information and the product it supports, read the information in "Notices" on page 49.

Product Information

This document applies to Cognos Disclosure Management Version 10.2.7 and may also apply to subsequent releases.

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Introduction to Installation Guide

The IBM Cognos Disclosure Management Installation Guide describes how to perform installation tasks in IBM® Cognos® Disclosure Management. It contains an overview of the high-level architecture, prerequisites, and installation steps. It is organized in sequential order, and therefore each section should be read and followed in succession to ensure that the installation is successful.

Cognos Disclosure Management is a unified financial governance solution that focuses on improving financial processes and controls, particularly in the final stages before disclosure. It helps the finance department improve the timeliness and quality of financial management processes and reporting. Cognos Disclosure Management also facilitates audits, extends enterprise resource planning (ERP) transactional controls, and improves financial risk management.

Audience

The IBM® Cognos® Disclosure Management Installation Guide is intended for individuals who need to install and set up the server and client components for Cognos Disclosure Management.

Finding information

To find information on the web, including all translated documentation, access IBM Knowledge Center (http://www.ibm.com/support/knowledgecenter).

Publication date

This document was published on March 1, 2017.

Accessibility features

Accessibility features help users who have a physical disability, such as restricted mobility or limited vision, to use information technology products. IBM Cognos HTML documentation has accessibility features. PDF documents are supplemental and, as such, include no added accessibility features. For information about these features, see Appendix A, “Accessibility features,” on page 27 in this document.

Forward-looking statements

This documentation describes the current functionality of the product. References to items that are not currently available may be included. No implication of any future availability should be inferred. Any such references are not a commitment, promise, or legal obligation to deliver any material, code, or functionality. The development, release, and timing of features or functionality remain at the sole discretion of IBM.

Samples disclaimer

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data for sales transactions, product distribution, finance, and human resources. Any resemblance to actual names, addresses, contact numbers, or transaction values is coincidental. Other sample files may contain fictional data manually or machine generated, factual data compiled from academic or public sources, or data used with permission of the copyright holder, for use as sample data to develop sample applications. Product names referenced may be the trademarks of their respective owners. Unauthorized duplication is prohibited.
Chapter 1. Installation overview

The IBM® Cognos® Disclosure Management installation package provides you with all of the required elements to successfully install and implement the Cognos Disclosure Management solution.

Cognos Disclosure Management consists of a server installation and at least one client installation.

IBM Cognos Disclosure Management network topology

Before you install and configure this product, it is important to understand the network topology that it requires.

Users use the client interface of IBM® Cognos® Disclosure Management to work with reports and access financial data from various sources. The Cognos Disclosure Management client communicates with data sources (for example, relational or Microsoft Excel files) through the Cognos Disclosure Management server. OLAP data can be retrieved through the Cognos Disclosure Management database, or directly from an OLAP database environment.

Cognos Disclosure Management uses server processes to coordinate communication from an end user client to the database environment. Other components include administrator and end user client computers, and existing ERP systems.

Restriction: There is no write-back from the database server to the data source.

The following diagram illustrates the high-level technical architecture of Cognos Disclosure Management.

Figure 1. Architecture of Cognos Disclosure Management

Important: For support information about third-party OLAP and relational database server applications such as Oracle Essbase and Microsoft SQL Server, consult the documentation provided by the software manufacturer. Cognos
Disclosure Management documentation does not document aspects of these components beyond the minimal definitions required to perform specific configuration tasks.
Chapter 2. Installation of server components

In addition to installing the server components, the IBM® Cognos® Disclosure Management server installation also creates a database and configures your web server.

To review an up-to-date list of environments supported by Cognos Disclosure Management version 10.2.7, such as operating systems, patches, browsers, web servers, directory servers, database servers, and application servers, see System Requirements (http://www-01.ibm.com/support/docview.wss?uid=swg27049150).

To upgrade your Cognos Disclosure Management server from version 10.2.6 to 10.2.7, see Upgrade Instructions (https://www.ibm.com/support/docview.wss?uid=swg27049152).

Installing Microsoft .NET Framework software on the server computer

You must install Microsoft .NET Framework 4.5.2 software on all IBM® Cognos® Disclosure Management server computers.

Before you begin

You must download Microsoft .NET Framework 4.5.2 (Standalone Installer), which is the full version.

Procedure

1. If you do not already have Microsoft .NET Framework 4.5.2 software installed, go to the Microsoft website (http://www.microsoft.com).
2. Download and install the software.

Installing Microsoft Visual C++ 2008 SP1 Redistributable

The installer downloads and installs the Microsoft Visual C++ 2008 SP1 Redistributable Package. However, if you prefer, you can install the Microsoft Visual C++ 2008 SP1 Redistributable Package before you install IBM® Cognos® Disclosure Management.

Before you begin

The Microsoft Visual C++ 2008 SP1 Redistributable Package must be installed on the Cognos Disclosure Management server and client computers.

Procedure

1. Go to the Microsoft website (http://www.microsoft.com).
2. Download and install the Microsoft Visual C++ 2008 SP1 Redistributable Package.

Installing Microsoft Visual C++ 2010 SP1 Redistributable

The installer downloads and installs the Microsoft Visual C++ 2010 Redistributable Package. However, if you prefer, you can install the Microsoft Visual C++ 2010 Redistributable Package before you install IBM® Cognos® Disclosure Management.
Before you begin

The Microsoft Visual C++ 2010 Redistributable Package must be installed on the Cognos Disclosure Management server and client computers.

Procedure
1. Go to the [Microsoft website](http://www.microsoft.com).
2. Download and install the Microsoft Visual C++ 2010 SP1 Redistributable Package.

Installing Microsoft Visual C++ 2015 Redistributable

The installer downloads and installs the Microsoft Visual C++ 2015 Redistributable Package. However, if you prefer, you can install the Microsoft Visual C++ 2015 Redistributable Package before you install IBM® Cognos® Disclosure Management.

Before you begin

The Microsoft Visual C++ 2015 Redistributable Package for Versions x64 and x86 must be installed on the Cognos Disclosure Management server and client computers.

Procedure
1. Go to the [Microsoft website](http://www.microsoft.com).
2. Download and install the Microsoft Visual C++ 2015 Redistributable Packages for Versions x64 and x86.

Installing Microsoft Internet Information Services (IIS)

You must have Microsoft Internet Information Services (IIS) installed and running before you install IBM® Cognos® Disclosure Management.

Depending on the Windows Server version you have installed, there are different instructions to install IIS.

Installing IIS 6 on Windows Server 2003

You must install Microsoft Internet Information Services (IIS) software on all IBM® Cognos® Disclosure Management server computers.

Before you begin

Ensure that you have administrator rights on the local computer before you install IIS.

Procedure
1. Click **Start** > **Control Panel** > **Add or Remove Programs** > **Add or Remove Windows Components**.
2. In the **Windows Components Wizard**, select the **Application Server** and click **Details**.
3. First select **Enable network COM+ access** and then highlight the **Internet Information Services (IIS)** option and click **Details** and select the following options:
   a. **Internet Information Services Manager**
b. Common Files
c. World Wide Web Service

**Important:** Highlight World Wide Web Service, click Details and ensure that you select Active Server Pages.

4. Follow the prompts to exit the wizard.

**Installing IIS 7.0 on Windows Server 2008**

You must install Microsoft Internet Information Services (IIS) software on all IBM® Cognos® Disclosure Management server computers.

**Before you begin**

Ensure that you have administrator rights on the local computer before you install IIS Version 7.0.

Install the following features in Server Manager in Windows Server 2008:

- Process Model
- .Net Environment
- Configuration APIs

**Procedure**

1. Click Start > All Programs > Administrative Tools > Server Manager.
2. In the Server Manager window, select Roles. The Role Summary View is displayed.
3. Click Add Roles. The Add Roles Wizard opens.
4. Click Next to select roles to install.
5. On the Select Server Roles window, select Web Server (IIS).
6. The Add Roles Wizard notifies you of any required dependencies to install. Click Add Required Role Services to continue.
7. Click Next to move to the Web Server (IIS) introduction page, and then click Next again.
8. In the Select Role Services window, ensure that you select the following role services if they are not already selected:
   a. Static Content
   b. Default Document
   c. HTTP Errors
   d. ASP.NET
   e. .NET Extensibility
   f. ISAPI Extensions
   g. ISAPI Filters
   h. Basic Authentication
   i. Request Filtering
   j. IIS Management Console
   k. IIS Management Scripts and Tools
9. Click Add Required Role Services when prompted for ASP.NET.
10. Click Next when you are finished selecting features to install.
11. The wizard provides a summary of what will be installed. Click Install to start the installation process.
12. Click Close to exit the wizard.

What to do next

To test your IIS installation, start your Windows Internet Explorer browser and enter http://servername. You should see the default IIS welcome page. If your default website is configured for HTTPS, enter https://servername in your browser.

Installing IIS 7.5 on Windows Server 2008 R2

You must install Microsoft Internet Information Services (IIS) software on all IBM® Cognos® Disclosure Management server computers.

Before you begin

Ensure that you have administrator rights on the local computer before you install IIS Version 7.5.

Install the following features in Server Manager in Windows Server 2008 R2:
- Process Model
- .Net Environment
- Configuration APIs

Procedure

1. Click Start > All Programs > Administrative Tools > Server Manager.
2. In the Server Manager window, navigate to Roles Summary, and then click Add Roles. The Add Roles Wizard opens.
3. In the Select Server Roles window, select Web Server (IIS).
4. In the Select Role Services window, ensure you select the following role services if they are not already selected:
   a. Static Content
   b. Default Document
   c. HTTP Errors
   d. ASP.NET
   e. .NET Extensibility
   f. ISAPI Extensions
   g. ISAPI Filters
   h. Basic Authentication
   i. Request Filtering
   j. IIS Management Console
   k. IIS Management Scripts and Tools
5. Click Close to exit the wizard.

Results

IIS is now installed with a default configuration for hosting ASP.NET on Windows Server.
What to do next

To test your IIS installation, start your Windows Internet Explorer browser and enter http://servername. You should see the default IIS welcome page. If your default website is configured for HTTPS, enter https://servername in your browser.

Configuring the server computer for Windows authentication

You must ensure that the server computer is configured to allow for Windows authentication.

About this task

The server computer must have the Windows authentication for Microsoft Internet Information Services (IIS) features installed before users can log in to the IBM® Cognos® Disclosure Management client using Windows authentication.

Procedure

1. Click Start > Control Panel > Programs > Programs and Features > Turn Windows features on or off.
2. Navigate to Information Services > World Wide Web Services > Security and ensure that Windows Authentication is enabled.
   The server computer must also have the HTTP and Non-HTTP activation features installed:
3. Click Start > Control Panel > Programs > Programs and Features > Turn Windows features on or off.
4. Navigate to Microsoft .NET Framework 4.5.2 and ensure that both Windows Communication Foundation HTTP Activation and Windows Communication Foundation Non-HTTP Activation are enabled.
5. Next, re-register ASP.NET with IIS. Click Start > Run and type cmd to open the CMD.exe command prompt as an Administrator.
   a. Run the following command: %windir%\Microsoft.NET\Framework\v4.5.2\asnet_regiis.exe -i.
6. Ensure that http and net.tcp protocols are enabled in IIS for the Cognos Disclosure Management server application:
   a. Click Start > All Programs > Administrative Tools > Internet Information Services (IIS) Manager.
   b. Navigate to the CognosDM application.
   c. Click Advanced Settings.
   d. Under Behavior, ensure that http, and net.tcp are both listed in the Enabled Protocols field.

   Important: Ensure that port 808, the default port, is opened for incoming connections.

Installing the IBM Cognos Disclosure Management server

After you ensure that you have the correct requirements, you can install the server software for Cognos Disclosure Management.
Before you begin

Ensure that Microsoft .NET Framework 4.5.2 software is installed on your computer.

Ensure that the computer on which you are installing the Cognos Disclosure Management server is connected to the Internet so that the Microsoft Visual C++ 2008 SP1 Redistributable Package and Microsoft Visual C++ 2010 Redistributable Package can be downloaded during the installation if they are not already installed.

If you want users to see Electronic Data Gathering, Analysis, and Retrieval (EDGAR) functionality in the user interface, ensure that EDGAR functionality is enabled in Cognos Disclosure Management.

Procedure

1. Extract the contents of the ServerInstaller.zip folder.
3. If you do not have the Microsoft Visual C++ 2008 SP1 Redistributable Package or Microsoft Visual C++ 2010 Redistributable Package installed on your computer, click Install to install these components.
4. Accept the license agreement, and click Next.
5. Select either Typical or Custom setup type, depending on what features you wish to install. If you select Typical installation, the wizard will take you directly to step 6.

   Important: If you want to install Filing, XBRL, or Electronic Data Gathering, Analysis, and Retrieval (EDGAR), then you must select Custom for the setup type to install those features. The Migration Tool is installed with Typical installation.

   a. On the Custom Setup window you can select whether or not you want to install the database. Expand the Core feature and select Database scripts if you would like to install the database.
   b. To install Filing, select This feature, will be installed on local had drive. Click Next.
   c. To install XBRL, select This feature will be installed on local hard drive and click Next. The License Keys window opens and prompts you to enter your XBRL license key. Enter the license key and click Next.
   d. To install EDGAR, select This feature will be installed on local hard drive and click Next. The License Keys window opens and prompts you to enter your EDGAR license key. Enter the license key and click Next.
   e. For the deployment of production .swtag files, select the Production Environment check box. Click Next.
6. On the Internet Information Services Settings window, you have the option of changing the name of the application pool, the name of the website, and the installation location of the Cognos Disclosure Management Server website. You can also set database properties by selecting the Also configure database parameters check box.

   Important: The database scripts are required for a normal Cognos Disclosure Management server installer. However, they can be skipped only if a Cognos Disclosure Management web server installation is required to point to an
already existing database created by a previous installation. If you select database scripts in Step 4 of the wizard, the **Also configure database parameters** check box is selected by default.

7. On the **Database Server** window, enter the following information:
   a. In the **Database Provider** field, select **IBM DB2** or Microsoft **Sql Server** as your database provider.
   b. Enter the name of the server where your database server is running. For example, enter `server_name`. If you use multiple instances on your database server, enter `server_name\instance_name`.
   c. Select the type of authentication for your database server and enter the credentials if required.
   d. Enter a name for the Cognos Disclosure Management database.

   **Important:** If you are installing a Cognos Disclosure Management server using an existing Arabic database, the database name should be typed manually.

   **Important:** If a database with the same name exists on the database server, the database deployment tool will fail.

   e. Enter an encryption key. Enter a string of characters. The value you enter as the encryption key is used to secure communication between the application server files and the database. The strength of the encryption key is determined by its length. For example, enter 1234.

   f. Click **Test Connection** to ensure that the connection to the database is successful.

   g. Select the **Use existing empty database or databases** check box if you want to use an existing empty database or databases. If an empty database cannot be found, the database deployment tool will fail. If you do not select this check box, the database deployment tool will create the database if it doesn't exist, or upgrade the database if it already exists.

   h. Select the **Install the Cache database separately** check box if you want to install the cache database separately.

   i. If you have selected XBRL to be installed, you will see the **Install the XBRL database separately** check box. Select this if you want the XBRL database to be installed separately.

   j. Click **Next**.

8. Click **Install**.

9. Click **Finish** to exit the installation wizard.

**Results**

The server component is installed and the Cognos Disclosure Management database is created on your database server. An application pool named `CognosDMApplicationPool` and a website application named `CognosDM-Server` are configured on your web server.

By default, the installer creates one database with the name you provided, which will be the main Cognos Disclosure Management database. If you selected to install the cache separately, a new database will be created. This database appends `Cache` to the database name you provided. If you have selected XBRL to be installed, this will also, by default, be deployed into the main Cognos Disclosure Management database. If you want to install XBRL separately, a new database will also be deployed which appends `XBRL` to the database name you provided.
The server components are installed to the wwwroot directory of your Microsoft Internet Information Services (IIS) web server. For example, the components are installed to C:\Inetpub\wwwroot\CognosDM-Server.

What to do next

You must import your SSL certificate on your web server, and enable SSL communication for Cognos Disclosure Management.

You must also install at least one client to access the server.

Installing the IBM Cognos Disclosure Management server using a silent installation

A silent installation is an installation that does not send messages to the console but instead stores messages and errors in log files. A silent installation can use response files for data input. You can use a silent installation to install the IBM® Cognos® Disclosure Management server components.

Before you begin

Ensure that you have Microsoft .NET Framework 4.5.2 software installed on your computer.

Ensure that the computer on which you are installing the Cognos Disclosure Management server is connected to the internet so that the Microsoft Visual C++ 2008 SP1 Redistributable Package and Microsoft Visual C++ 2010 Redistributable Package can be downloaded during the installation if they are not already installed.

If you want users to see Electronic Data Gathering, Analysis, and Retrieval (EDGAR) functionality in the user interface, ensure that EDGAR functionality is enabled in Cognos Disclosure Management.

Important: Ensure that all prerequisites are met. The silent installer will not enforce them.

Procedure

1. From a command prompt, run Ibm.CognosDM.InstallSetup.exe -silent.
2. Copy the server setup.exe file to a location on a server computer, and go to that location in a Command window.
3. Enter the following command to start the installation:
   
   ```
   setup.exe /s /v"/qn PARAMETER_1=value_1 PARAMETER_2=value_2 PARAMETER_n=value_n"
   ```

   Important: Ensure that there are no spaces in /v"/qn.

   Include the following parameters:

   **IS_SQLSERVER_SERVER**
   The database server and instance, if required, for example, `ServerName`, `ServerIP`, or `ServerName\InstanceName`. 
**IS_SQLSERVER_DATABASE**
The name of your Cognos Disclosure Management database. If the database does not exist, it will be created. If the database exists, the installer will try to update it.

**IS_SQLSERVER_AUTHENTICATION**
The authentication to use for SQL Server. Enter 0 for Windows authentication. Enter 1 for SQL Server authentication.

**IS_SQLSERVER_USERNAME**
If **IS_SQLSERVER_AUTHENTICATION** is set to 1, include **IS_SQLSERVER_USERNAME**.

**IS_SQLSERVER_PASSWORD**
If **IS_SQLSERVER_AUTHENTICATION** is set to 1, include **IS_SQLSERVER_PASSWORD**.

**ENCRYPTIONKEY**
The encryption key for the database.
Enter a string of characters. The value you enter as the encryption key is used to secure communication between the application server files and the database. The strength of the encryption key is determined by its length.

For example, enter:
```
setup.exe /s /v"/qn IS_SQLSERVER_SERVER=myserver
IS_SQLSERVER_DATABASE=CognosDM
IS_SQLSERVER_AUTHENTICATION=0
ENCRYPTIONKEY=1234"
```

**COGNOSDM_SERVER_IIS**
Represents the path where the IIS website will be deployed.

**APP_POOL_NAME**
The name of the application pool to be created.

**WEBSITE_NAME**
To set the website application name.

**DEPLOY_ON_EMPTY_DATABASE**
Enter 1 if the deployment will target an empty database.

**SEPARATE_CACHE**
Enter 1 if the deployment will create the Cache on a separate database or enter 0 if the Cache will be installed on the same database.

**SEPARATE_XBRL**
Enter 1 if the deployment will create the XBRL Cache on a separate database or enter 0 if the XBRL Cache will be installed on the same database.

**Important:** By default, the silent installation will perform a typical installation, which will only install Cognos Disclosure Management. If you would like IBM Cognos Disclosure Management XBRL, Electronic Data Gathering, Analysis, and Retrieval (EDGAR) or the Filing component installed, you must add the following parameters.

**ADDLOCAL=CORE,DATABASE,XBRL**
Use this parameter to install both Cognos Disclosure Management and XBRL.
**ADDLOCAL=Core,DATABASE,EDGAR**
Use this parameter to install both Cognos Disclosure Management and EDGAR.

**ADDLOCAL=Core,DATABASE,FILING**
Use this parameter to install both Cognos Disclosure Management and FILING.

**XBRL_LICENSE_KEY**
To set the XBRL license key.

**EDGAR_LICENSE_KEY**
To set the EDGAR license key.

**Results**

The server component is installed and the Cognos Disclosure Management database is created on your database server. An application pool named CognosDMApplicationPool and a website application named CognosDM-Server are configured on your web server.

The installer creates two databases. One database uses the name that you provided, which will be the main Cognos Disclosure Management database. The other database appends Cache to the database name that you provided. If you selected XBRL to be installed, a third database will also be deployed and will store all XBRL data.

The server components are installed to the wwwroot directory of your Microsoft Internet Information Services (IIS) web server. For example, the components are installed to C:\Inetpub\wwwroot\CognosDM-Server.

**What to do next**

You must import your SSL certificate on your web server, and enable SSL communication for Cognos Disclosure Management.

You must also install at least one client to access the server.

**SSL certificates**

IBM® Cognos® Disclosure Management requires a secure sockets layer (SSL) certificate to allow clients to access the server. You must install an SSL certificate on your web server, and then associate the certificate with your web server SSL port.

You must also ensure that SSL is enabled for the Cognos Disclosure Management website application.

**Important:** Do not use a self-signed certificate in a production environment. Ensure that you are using an SSL certificate from a recognized certificate authority.

**Importing an SSL certificate to IIS 6**

You can import an SSL certificate for IBM® Cognos® Disclosure Management if you are using Microsoft Internet Information Services (IIS) 6.
Procedure

1. In the Internet Information Services (IIS) Manager console, expand Web Sites.
2. Right-click the website where the CognosDM-Server virtual directory is located, and click Properties. For example, right-click Default Web Site, and click Properties.
4. Click Server Certificate, and follow the steps in the wizard to import the certificate.
5. In the website properties window, click the Web Site tab.
6. In the Web Site Identification section, enter the SSL port number in SSL Port, and click OK. For example, enter 443.
7. Right-click the CognosDM-Server virtual directory, and click Properties.
9. In the Secure communications section, click Edit.
10. Select the https type, and click Edit.
11. Select Require secure channel (SSL), and click OK.
12. Click OK to close the website properties window.

Importing an SSL certificate to IIS 7.0

You can import an SSL certificate for IBM® Cognos® Disclosure Management if you use Microsoft Internet Information Services (IIS) 7.0.

Procedure

1. In the Internet Information Services (IIS) Manager console, under Connections, select your server name.
2. Double-click Server Certificates.
3. Click Import.
4. Browse to and select the SSL certificate.
5. Enter the password for the certificate, and click OK.
6. Under Connections, select the website where the CognosDM-Server virtual directory is located. For example, select default.
7. Click Bindings.
8. Select the https type, and click Edit.
9. In the SSL certificate window, select the certificate you imported, and click OK.
10. Close the Site Bindings window.
11. Select the CognosDM-Server website application.
13. Ensure that Require SSL is selected, and select Ignore in the Client certificates section.
14. Click Apply.

Installing the Microsoft ClickOnce client installer

The Microsoft ClickOnce client installer allows client users to install the IBM® Cognos® Disclosure Management client from a server URL.
Before you begin

Ensure that you have installed the Cognos Disclosure Management server on your computer.

About this task

Install the Microsoft ClickOnce client installer on the computer where you installed the Cognos Disclosure Management server.

For more information about Microsoft ClickOnce, see the Microsoft Developer Network (MSDN) website (http://msdn.microsoft.com).

Procedure

1. Double-click the Microsoft ClickOnce publishing server setup.exe file to start the installation wizard.
2. Select a language for the installation wizard, and click OK.
3. Click Next.
4. Accept the license agreement, and click Next.
5. Select either Typical or Custom setup type, depending on what features you wish to install. If you select Typical installation, the wizard will take you directly to step 6.

   **Important:** If you want to install XBRL, then you must select Custom for the setup type to install that feature.

   a. To install XBRL, select This feature will be installed on local hard drive and click Next. The License Keys window opens and prompts you to enter your XBRL license key. Enter the license key and click Next.

6. Click Install.
7. Click Finish to exit the installation wizard.

Results

The Microsoft ClickOnce client installer is installed to the wwwroot directory of your Microsoft Internet Information Services (IIS) web server. For example, the components are installed to C:\Inetpub\wwwroot\CognosDM ClickOnce.

Log file location for server components

The server components for IBM® Cognos® Disclosure Management are installed to the wwwroot directory of your Microsoft Internet Information Services (IIS) web server. For example, the components are installed to C:\Inetpub\wwwroot\CognosDM-Server.

Log files are in the CognosDM-Server\LogFiles directory, for example, C:\Inetpub\wwwroot\CognosDM-Server\LogFiles.
Chapter 3. Installation of client components

The IBM® Cognos® Disclosure Management client is a tool that provides a collaborative user environment. It must be installed on individual administrator and user client computers.

Installing Microsoft .NET Framework Software on the client computer

You must install Microsoft .NET Framework 4.5.2 software on all IBM® Cognos® Disclosure Management client computers.

Before you begin

You must download Microsoft .NET Framework 4.5.2 (Standalone Installer), which is the full version.

Procedure

1. If you do not already have Microsoft .NET Framework 4.5.2 software installed, go to the Microsoft website (http://www.microsoft.com).
2. Download and install the software.

Installing Adobe Reader

Adobe Reader is required on all IBM® Cognos® Disclosure Management client computers. You can also use Adobe Acrobat.

Procedure

1. If Adobe Reader is not already installed, go to the Adobe website (http://www.adobe.com).
2. Download and install the software.

Installing the IBM Cognos Disclosure Management client

Install the client software for Cognos Disclosure Management on all administrator and end user computers.

Before you begin

Ensure that Microsoft .NET Framework 4.5.2 software is installed on your computer.

Procedure

1. Double-click the Cognos Disclosure Management client setup.exe file to start the installation wizard.
2. Select a language for the installation wizard, and click OK.
3. Click Next.
4. Accept the license agreement, and click Next.
5. Select either Typical or Custom setup type, depending on what features you want to install. If you select Typical installation, the wizard will take you directly to step 6.
Important: If you want to install XBRL, then you must select Custom for the setup type to install that feature.

a. To install XBRL, select This feature, and all subfeatures, will be installed on local hard drive and click Next. The License Keys window opens and prompts you to enter your XBRL license key. Enter the license key and click Next. The wizard will take you directly to step 7.

b. To install Filing, select This feature, and all subfeatures, will be installed on local hard drive. Click Next.

c. For the deployment of production .swtag files, select the Production Environment check box. Click Next.

6. If you have selected Typical installation and you want to change the installation location, click Change on the Destination Folder window and select another location.

7. Click Install.

8. Click Finish to exit the installation wizard.

Installing the IBM Cognos Disclosure Management client using a silent installation

A silent installation is an installation that does not send messages to the console but instead stores messages and errors in log files. A silent installation can use response files for data input. You can use a silent installation to install the IBM® Cognos Disclosure Management client.

Before you begin

Ensure that Microsoft .NET Framework 4.5.2 software is installed on your computer.

Procedure

1. Copy the client setup.exe file to a location on a client computer, and go to that location in a Command window.

2. Enter the following command to start the installation:

   setup.exe /s /v"/qn INSTALLDIR=\install_location"

   Important: Ensure that there are no spaces in /v"/qn. If you use spaces in the install_location value, ensure that you use quotation marks around the install_location value.

   For example, enter:

   setup.exe /s /v"/qn INSTALLDIR="C:\Program Files (x86)\CognosDM client"

Installing the IBM Cognos Disclosure Management client using Microsoft ClickOnce

If the Microsoft ClickOnce publishing server has been installed on your IBM® Cognos Disclosure Management server, you can install the client by accessing a URL on the server.

Before you begin

Ensure that Microsoft .NET Framework 4.5.2 software is installed on your computer.
**About this task**

You must use Microsoft Internet Explorer to install the client by using Microsoft ClickOnce.

**Procedure**

1. Open Microsoft Internet Explorer.
2. In the address bar, enter the URL for the Microsoft ClickOnce installer. For example, enter:
   - http://servername.domain/CognosDM ClickOnce
     Where `servername` is the name of the Cognos Disclosure Management server.
3. Click Install.

**Results**

The client is installed and started automatically.
Chapter 4. Access to IBM Cognos Disclosure Management

After you install IBM® Cognos® Disclosure Management, you can access the product by logging in from a client computer.

Starting the client for the first time

When you start the IBM® Cognos® Disclosure Management client for the first time, you must enter the URL of the Cognos Disclosure Management server.

Procedure
1. Click Start > Programs > IBM > Cognos Disclosure Management > Cognos Disclosure Management.
2. In the Select a Server window, enter the URL for the Cognos Disclosure Management server. For example, enter https://servername.domain/CognosDM-Server.
3. Click OK.
4. In the Login window, enter the following credentials:
   - In User Name, enter Administrator.
   - In Password, enter !Admin321.
5. Click Login.

Resolving errors related to starting the client

Communication errors with the server can sometimes be resolved by including the IP address and server name of the computer where the IBM® Cognos® Disclosure Management server is installed in the hosts file on the client computer.

Procedure
1. Go to the C:\Windows\System32\drivers\etc directory on the computer where you installed the client.
2. Open the hosts file in a text editor.
3. At the end of the file, add the IP address and the name of the computer where the Cognos Disclosure Management server is installed. For example, enter:
   0.0.0.0 servername.domain
4. Save and close the file.
5. Connect to the server again.

Changing the IBM Cognos Disclosure Management default administrator password

When IBM® Cognos® Disclosure Management is installed, a default administrator user is created, named Administrator, with a default password. This user account must be used to log in to Cognos Disclosure Management for the first time. The account is then used to create or import other users.

About this task

Important: After you log in for the first time, ensure that you change the password for the Administrator user.
Procedure

1. Click the Home tab, and in the Navigation pane, click Administration.
3. In the work area, select the Administrator user from the list in the work area, then click Reset Password.
4. In the Reset Password window, enter, and then confirm, a new password. The password must conform to the Microsoft SQL Security password policy. For example, the password must meet the following criteria:
   - The password must not contain all or part of the user name.
   - The password is a minimum of eight characters in length.
   - The password contains three of these categories: Latin uppercase characters (A through Z), Latin lowercase characters (a through z), numbers (0 through 9), non-alphanumeric characters such as a number sign (#), percent (%), or dollar sign ($).
5. Click OK.

Users and permissions for IBM Cognos Disclosure Management

After you log in to IBM® Cognos® Disclosure Management as the default user, you must add users and grant permissions for each user.

For more information about adding users and setting permissions, see the IBM Cognos Disclosure Management Administration Guide.

Optional client and server configurations

You can customize your client and server configuration settings in IBM® Cognos® Disclosure Management.

After installation of Cognos Disclosure Management, you can customize your client and server configuration settings. For more information, see the IBM Cognos Disclosure Management Administration Guide.
Chapter 5. Uninstalling IBM Cognos Disclosure Management

You can uninstall IBM® Cognos® Disclosure Management from the Microsoft Windows Control Panel.

Before you begin

Ensure that you exit the application before you uninstall the product.

Procedure

1. If you are using a computer that runs the Windows 7 or Windows 2008 operating system, perform the following tasks:
   a. Click Start > Control Panel.
   b. Click Uninstall a program.
   c. Click IBM Cognos Disclosure Management or IBM Cognos Disclosure Management Server, and then click Uninstall.

2. If you are using a computer than runs the Windows XP or Windows 2003 operating system, perform the following tasks:
   a. Click Start > Settings > Control Panel > Add or Remove Programs.
   b. Select IBM Cognos Disclosure Management or IBM Cognos Disclosure Management Server.
   c. Click Remove.
Chapter 6. Optional data source configuration

You can configure IBM® Cognos® Disclosure Management to connect with external relational data sources including IBM DB2® for i and HFM. This provides users with additional options when connecting to relational data sources in Cognos Disclosure Management.

HFM Connector

You can configure IBM® Cognos® Disclosure Management to connect with external relational data sources including HFM. This provides users with additional options when connecting to relational data sources in Cognos Disclosure Management.

A web application is automatically deployed during Cognos Disclosure Management installation. It is used by the Cognos Disclosure Management Server to connect to the corresponding HFM server. But first, you must execute a batch file on the HFM server. This batch file enables the web application to make a connection. Once the web application is enabled, you can add and configure an HFM data source in Cognos Disclosure Management.

Deploying the HFM Connector Web Application

The HFM Connector Web Application must be deployed on the Cognos Disclosure Management server before you can configure an HFM data source connection.

Before you begin

You must have the Cognos Disclosure Management 10.2.6 installation files.

About this task

With the HFM Connector Web Application, Cognos Disclosure Management can connect to the corresponding HFM Connector on the HFM server.

Procedure

1. Install CDM using the installation files given to you. The HFM Connector Web Application is deployed on the CDM server at this time. You can look for its location in the Connector folder where the Cognos Disclosure Management files were installed.
2. Locate these files that were provided with the installation files and copy them into a folder on the HFM server:
   - hfmconnector.mf.boilerplate
   - replacer.bat
   - start.bat
   - config.bat
   - config.properties.boilerplate
   - hfmconnector.jar

Note: If you cannot locate the files contact customer support and request them.
3. Run the config batch file and then the start batch file. This allows the web application on the CDM server to connect to the HFM server.
Note: the start batch file must be run each time the HFM server is restarted, or you can schedule it to be run at startup. Run the config batch file any time you want to reconfigure the HFM Connector.

Results

The Cognos Disclosure Management server can now connect to the HFM server and an HFM data source can be configured and used in the Cognos Disclosure Management client.

Configuring IBM DB2 for i

You can configure IBM® Cognos® Disclosure Management to connect with an IBM DB2 for i server and client. This will allow the user to choose IBM DB2 for i as a relational data source in Cognos Disclosure Management.

Cognos Disclosure Management makes use of the IBM.Data.DB2.iSeries ADO.NET provider that allows direct connectivity to DB2 for i servers.

The provider is included in the IBM i Access for Windows package and can be downloaded via the official DVD [http://www-03.ibm.com/systems/power/software/i/access/resources/dvd.html](http://www-03.ibm.com/systems/power/software/i/access/resources/dvd.html).

After installing the provider, run the iisreset command, which forces Cognos Disclosure Management to run a system scan for installed providers. Then restart the Cognos Disclosure Management client.

Download and install the latest Service Pack, ensuring you choose the appropriate version and CPU architecture, located here: [http://www-03.ibm.com/systems/power/software/i/access/windows_sp.html](http://www-03.ibm.com/systems/power/software/i/access/windows_sp.html).

The IBM DB2 for i relational data source will now be available in the Cognos Disclosure Management client and users will be able to add data sources of this type.

Connecting the IBM DB2 for i client

You can configure IBM® Cognos® Disclosure Management to connect with an IBM DB2 for i client. This will allow the user to choose IBM DB2 for i as a relational data source in Cognos Disclosure Management.

Procedure

1. Use a valid DB2 Connect license to enable DB2 for i connectivity for any of the available IBM data server client packages. For instance, the IBM Runtime Client package.
2. To apply the license run the following command: db2licm -a "[PATH_to_db2consv.lic_file]".
3. After installing the provider run the iisreset command, forcing Cognos Disclosure Management to perform a system scan for installed providers, and restart the Cognos Disclosure Management client.
4. To define a relational data source in the Cognos Disclosure Management client, use the IBM DB2 for Linux, UNIX, and Windows Connection Type with the following field values:
Server Name
The address of the DB2 for i server in the format ADDRESS:PORT. The default port number is 446.

Database
The database name.

User Name
The user name for the DB2 for i server.

Password
The password for the DB2 for i server.

Connecting the IBM DB2 for i server
You can configure IBM® Cognos® Disclosure Management to connect with an IBM DB2 for i server. This, along with the DB2 for i connectivity, will allow the user to choose IBM DB2 for i as a relational data source in Cognos Disclosure Management.

About this task
The DB2 Connect™ and DB2 Enterprise editions for Linux, UNIX, and Windows provide a way to map DB2 for i databases locally and allow access to these acting similar to a proxy.

These two commands will be used to map a DB2 for i database into a DB2 for Linux, UNIX, and Windows instance:

- `db2 catalog tcpip node [local_node_name] remote [iSeries_server_address] server [iSeries_server_port]`
- `db2 catalog db [iSeries_database_name] as [local_database_name] at node [local_node_name] authentication server`

**Example**

- `db2 catalog tcpip node db2i7 remote 192.168.0.100 server 446`
- `db2 catalog db testDb as testDbLocal at node db2i7 authentication server`

**local_node_name** = db2i7 (use a suggestive name to identify the node)

**iSeries_server_address** = 192.168.0.100

**iSeries_server_port** = 446 (446 is the default DB2 for i port number; production environments could use other values)

**iSeries_database_name** = testDb (the database name, as defined in the DB2 for i server)

**local_database_name** = testDbLocal (local database alias, will be used in the Cognos Disclosure Management data source wizard)

What to do next
To define a relational data source in Cognos Disclosure Management, use the IBM DB2 for Linux, UNIX, and Windows Connection Type with the following field values:
Server Name
The address of the DB2 Linux, UNIX, and Windows server. If the server does not use the default port, port 50000, specify it as ADDRESS:PORT.

Database
The local_database_name value.

User Name
The user name for the DB2 for i server.

Password
The password for the DB2 for i server.
Appendix A. Accessibility features

IBM Cognos Disclosure Management has accessibility features that help users who have a physical disability to use the product.

Keyboard shortcuts for the installation wizard

Keyboard shortcuts, or shortcut keys, provide you with an easier and often faster method of navigating and using software. The installation wizard uses standard Microsoft Windows operating system navigation keys in addition to application-specific keys.

The following table lists the keyboard shortcuts that you can use to perform some of the main tasks in the installation wizard on the Microsoft Windows operating system.

Table 1. Keyboard shortcuts for main tasks in the installation wizard on the Microsoft Windows operating system

<table>
<thead>
<tr>
<th>To do this</th>
<th>Press</th>
</tr>
</thead>
<tbody>
<tr>
<td>Move to the next field on a page</td>
<td>Tab</td>
</tr>
<tr>
<td>Return to the previous field on a page</td>
<td>Shift+Tab</td>
</tr>
<tr>
<td>Close the installation wizard</td>
<td>Alt+F4</td>
</tr>
<tr>
<td>Move to the next configuration step</td>
<td>Alt+N</td>
</tr>
<tr>
<td>Return to the previous configuration step</td>
<td>Alt+B</td>
</tr>
<tr>
<td>Move to the next selection in a list</td>
<td>Down arrow</td>
</tr>
<tr>
<td>Move to the previous selection in a list</td>
<td>Up arrow</td>
</tr>
</tbody>
</table>

The following table lists the keyboard shortcuts you can use to perform some of the main tasks in the License Agreement window of the installation wizard.

Table 2. Keyboard shortcuts for main tasks in the License Agreement page of the installation wizard

<table>
<thead>
<tr>
<th>To do this</th>
<th>Press</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accept the license agreement</td>
<td>Alt+A</td>
</tr>
<tr>
<td>Decline the license agreement</td>
<td>Alt+D</td>
</tr>
<tr>
<td>Quit the installation wizard</td>
<td>Alt+x</td>
</tr>
</tbody>
</table>

IBM and accessibility

See the IBM Accessibility Center for more information about the commitment that IBM has to accessibility.

The [IBM Accessibility Center](http://www.ibm.com/able) is available online.

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## Appendix B. Encryption tools

IBM® Cognos® Disclosure Management provides encryption tools to ensure the security of your configuration files.

### Encrypting and decrypting configuration files

You can use the `ibm.CognosDM.EncryptionTool.exe` executable file to encrypt and decrypt the `ConnectionStrings.config` and `Credentials.config` files in IBM Cognos Disclosure Management.

The `ibm.CognosDM.EncryptionTool.exe` executable file is in the `Tools` directory where you installed the server components, for example, in the `c:\Inetpub\wwwroot\CognosDM-Server\Tools` directory.

To encrypt, run the following command:

```
Ibm.CognosDM.EncryptionTool.exe /ECF /cm:Ibm.CognosDM.Configuration.dll /sections:"connectionStrings,Credentials" /cfgfile:"C:\Path\To\Web.config"
```

To decrypt, run the following command:

```
Ibm.CognosDM.EncryptionTool.exe /DCF /cm:Ibm.CognosDM.Configuration.dll /sections:"connectionStrings,Credentials" /cfgfile:"C:\Path\To\Web.config"
```

The following list explains the elements of the commands:

- **ECF**: Encrypt configuration file
- **DCF**: Decrypt configuration file
- **-cm**: Configuration module. The dll which contains the configuration definition will always be `Ibm.CognosDM.Configuration.dll`
- **-sections**: The names of the configuration sections to encrypt. You can specify multiple section names, separated by a comma
- **-cfgfile**: Configuration file. The path to the `web.config` file

**Important**: This is not the path to the `Credentials.config` or the `ConnectionStrings.config` file

### Master and data encryption keys

An **encryption key** is a mathematical value that allows components to verify that they are in communication with the expected server. Encryption keys are based on a public or private key pair that is created during the installation process. You can use the `ibm.CognosDM.EncryptionTool.exe` executable file to set, change, and export the master and data encryption keys for IBM Cognos Disclosure Management.

The `ibm.CognosDM.EncryptionTool.exe` executable file is in the `Tools` directory where you installed the server components, for example, in the `c:\Inetpub\wwwroot\CognosDM-Server\Tools` directory.
Supported operations

The following list illustrates the operations that are supported:

**Generate Master Key (/GMK)**
Generates a new master encryption key.

**Set Master Key (/SMK)**
Sets a user-specified master key.

**Change Master Key (/CMK)**
Changes the master key with a user-specified master key.

**Export Master Key (/EMK)**
Exports the master key from a configuration file to a user-specified file.

**Generate Encryption Key (/GEK)**
Generates a new data encryption key.

**Set Encryption Key (/SEK)**
Gets a user-specified data encryption key.

**Change Encryption Key (/CEK)**
Changes the data encryption key with a user-specified data encryption key.

**Export Encryption Key (/EEK)**
Exports the encryption key currently stored in the database to a user-specified file.

Command structure

The following list illustrates the structure of the commands for each operation:

**GenerateMasterKey**
EncryptionTool.exe /GMK (/cfgfile:configfile | /o:outputfile)

**SetMasterKey**

**ChangeMasterKey**

**ExportMasterKey**
EncryptionTool.exe /EMK /cfgfile:configfile /o:outputfile

**GenerateEncryptionKey**

**SetEncryptionKey**

**ChangeEncryptionKey**
ExportEncryptionKey

EncryptionTool.exe /EEK (/cfgfile:configfile | (/masterkey:themasterkey [/keyformat:format])) /db:connectionString
/o:outputfile

Help EncryptionTool.exe /help

Where ( /a /b ) denotes a grouping of two parameters to be used together, ( /a | /b ) denotes a choice between two parameters, and [/a] denotes an optional parameter.

Arguments

The following list illustrates the argument semantics:

/GMK Flag for the Generate Master Key operation.
/SMK Flag for the Set Master Key operation.
/CMK Flag for the Change Master Key operation.
/EMK Flag for the Export Master Key operation.
/GEK Flag for the Generate Encryption Key operation.
/SEK Flag for the Set Encryption Key operation.
/CEK Flag for the Change Encryption Key operation.
/EEK Flag for the Export Encryption Key operation.

/oldkey
The old master key or encryption key.

/newkey
The new master key or encryption key.

/masterkey
The master key to use for encryption key operations.

/keyformat
The format of the /oldkey, /newkey, and /masterkey arguments. The following values are valid:
- plain - key: plaintext
- base64 - key: base64 encoded string
- file - key: path to a key file

/f Force storing the encryption key in the database, and lose any data already encrypted.

/em The path to the encryption module to be used for database encryption or re-encryption. If this argument is missing from the encryption key operation, the data in the database is not changed.

/cfgfile
The path to the configuration file where the master key will be saved for master key operations or load the master key from for encryption key operations.

/db The connection string to the database where the encryption keys will be saved for encryption key operations, or where the encryption keys will be reencrypted for master key operations.
/o The file name (with relative or absolute path) where to save the new master or encryption key.

/help Show the help information.
Appendix C. Creating a load balanced environment

In IBM® Cognos® Disclosure Management, you can balance application requests across multiple servers to improve server utilization and availability.

Before you install and configure load balancing, it is important to understand the network topology that it requires.

The following diagram illustrates the high-level technical architecture of load balancing.

![Load balancing topology](image)

Figure 2. Load balancing topology

Configuring load balancing

In IBM® Cognos® Disclosure Management, you can balance application requests across multiple servers to improve server utilization and availability.

**Before you begin**

Ensure that Cognos Disclosure Management is not installed on any of the target application servers, and that no database exists on the target database server. You must also ensure that the version of Cognos Disclosure Management being installed is 10.2.3 or later. The load balancer should be configured to have an idle timeout of 31 minutes or longer.

**Procedure**

1. Install Cognos Disclosure Management 10.2.3 or later on application server A and ensure the Database scripts check box is selected on the Custom Setup window in the installation wizard.
2. Install Cognos Disclosure Management 10.2.3 or later on application server B and disable the Database scripts check box. Use the same database name and master key as you did when installing application server A.

3. Install Cognos Disclosure Management 10.2.3 or later on application server C and disable the Database scripts check box. Use the same database name and master key as you did when installing application server A.

The following configuration changes should be applied to all of the application servers:

4. Disable the inMemory cache. In the CDM.config file (the default location is C:\inetpub\wwwroot\CognosDM-Server\Config), find the following section:

   ```xml
   <cacheZones>
     <add name="RefreshCache" enabled="true" inMemoryStore="RefreshMemoryStore" persistentStore="PersistentStore" scavenger="RefreshScavenger"/>
     <add name="ImportCache" enabled="true" inMemoryStore="ImportMemoryStore" persistentStore="PersistentStore" scavenger="ImportScavenger"/>
     <add name="DimensionalAnalysis" enabled="true" inMemoryStore="DimensionalAnalysisMemoryStore" persistentStore="PersistentStore" scavenger="DimensionalAnalysisScavenger"/>
     <add name="TaggingService" enabled="true" inMemoryStore="TaggingServiceMemoryStore" persistentStore="PersistentStore" scavenger="TaggingServiceScavenger"/>
     <add name="VisualizationService" enabled="true" inMemoryStore="VisualizationMemoryStore" persistentStore="PersistentStore" scavenger="VisualizationScavenger"/>
   </cacheZones>
   
   Remove the value for the inMemoryStore attribute from each element. Your result should look like the following:

   ```xml
   <cacheZones>
     <add name="RefreshCache" enabled="true" persistentStore="PersistentStore" scavenger="RefreshScavenger"/>
     <add name="ImportCache" enabled="true" persistentStore="PersistentStore" scavenger="ImportScavenger"/>
     <add name="DimensionalAnalysis" enabled="true" persistentStore="PersistentStore" scavenger="DimensionalAnalysisScavenger"/>
     <add name="TaggingService" enabled="true" persistentStore="PersistentStore" scavenger="TaggingServiceScavenger"/>
     <add name="VisualizationService" enabled="true" persistentStore="PersistentStore" scavenger="VisualizationScavenger"/>
   </cacheZones>
   
   5. Since the inMemory cache is turned off, Cognos Disclosure Management will need to access the database directly. Ensure the account that Cognos Disclosure Management is using to connect to the database server has permission to access stored procedures. This requires that the SQL user has db_owner permission.

6. Increase instance generation timeout. In the System.ServiceModel.Bindings.config file (default location: C:\inetpub\wwwroot\CognosDM-Server\Config) find the following section:

   ```xml
   <binding name="CdmWsHttpBindingForLargeData" maxBufferPoolSize="1073741824" maxReceivedMessageSize="1073741824" messageEncoding="Text" textEncoding="utf-8">
     <readerQuotas maxDepth="68" maxStringContentLength="524288000" maxArrayLength="1073741824" maxBytesPerRead="10485760" maxNameTableCharCount="16384"></readerQuotas>
     <security mode="Transport">
       <transport clientCredentialType="None" proxyCredentialType="None" realm=""></transport>
     </security>
   </binding>
   
   Add sendTimeout and receive timeout attributes to match the idle timeout of the load balancer.

   ```xml
   <binding name="CdmWsHttpBindingForLargeData" maxBufferPoolSize="1073741824" maxReceivedMessageSize="1073741824" messageEncoding="Text" textEncoding="utf-8" sendTimeout="00:31:00" receiveTimeout="00:31:00">
     <readerQuotas maxDepth="68" maxStringContentLength="524288000" maxArrayLength="1073741824" maxBytesPerRead="10485760" maxNameTableCharCount="16384"></readerQuotas>
     <security mode="Transport">
       <transport clientCredentialType="None" proxyCredentialType="None" realm=""></transport>
     </security>
   </binding>
   ```
Installing updates in a load balancing environment

In your load balancing environment, you can install IBM® Cognos® Disclosure Management updates to your application servers.

Applying a single update

Updates can be applied sequentially to each application server.
1. Install update on application server A.
2. Install update on application server B.
3. Install update on application server C.

Applying an update requiring an intermediary update

If the application servers are currently on Version 1 and they need to be upgraded to Version 3, which requires an intermediary upgrade to Version 2, follow these steps:
1. Upgrade application server A to Version 2.
2. Upgrade application server B to Version 2.
4. Upgrade application server A to Version 3.
5. Upgrade application server B to Version 3.
6. Upgrade application server C to Version 3.

Creating a load balancing environment with a pre-existing database

In IBM® Cognos® Disclosure Management, you can create a load balancing environment with a pre-existing database.

About this task

If a Cognos Disclosure Management database exists before you decide to create a load balancing environment, either from a Cognos FSR migration, or from a non-load balanced installation of Cognos Disclosure Management, then you must perform these steps.

Procedure
1. Ensure that the existing database is at the target version of the new load balanced system and apply any necessary updates.
2. Back up the existing database and delete it from the server.
3. Install Cognos Disclosure Management 10.2 general release on application server A and use the same database name and master key as the existing database from step 1.
4. Install Cognos Disclosure Management 10.2 general release on application server B. Ensure you disable database scripts when installing and use the same database name and master key as when you installed application server A.
5. Install Cognos Disclosure Management 10.2 general release on application server C. Ensure you disable database scripts when installing and use the same database name and master key as when you installed application server A.
6. Apply any updates to bring the version number of the new system in line with the existing system.
7. Delete the database that was created as part of the installation on application server A.
8. Restore the existing database.
Appendix D. Multiple versions of Microsoft Office

Your reports in IBM® Cognos® Disclosure Management can contain Excel, Word, and PowerPoint objects. Some aspects of your reports and report objects depend on the version of Microsoft Office that was used to create the report object, and the version of Microsoft Office that you use to open the report.

The following list shows the versions of Microsoft Office that you and other users of your report might use to create Excel, Word, and PowerPoint objects:

- Microsoft Office 2003
- Microsoft Office 2003 with the Microsoft Office Compatibility Pack for Word, Excel, and PowerPoint
- Microsoft Office 2007
- Microsoft Office 2010

Your reports can contain Excel, Word, and PowerPoint objects. The extension of the file name depends on the version of Microsoft Office that was used to create the report object.

Table 3. Extensions for report objects in Microsoft Office 2003, 2007, and 2010

<table>
<thead>
<tr>
<th>Report object type</th>
<th>Extension in Microsoft Office 2003</th>
<th>Extension in Microsoft Office 2007 and 2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Excel object</td>
<td>.xls</td>
<td>.xlsx</td>
</tr>
<tr>
<td>Word object</td>
<td>.doc</td>
<td>.docx</td>
</tr>
<tr>
<td>PowerPoint object</td>
<td>.ppt</td>
<td>.pptx</td>
</tr>
</tbody>
</table>

Extensions for Microsoft Office 2003, Microsoft Office 2007, and Microsoft Office 2010 are supported wherever the extension for Microsoft Office 2007 and Microsoft Office 2010 is the same.

Restriction: Macros applied to report objects are not preserved when you save the report object.

If all report objects in your report are created with the same version of Microsoft Office, and all users of your report use the same version of Microsoft Office, you do not need to read the rest of the topics in this section.

However, if any report objects in your report are created with different versions of Microsoft Office, or some users use a different version of Microsoft Office, read the following sections for useful tips on how to work with your report and report objects.

Related information:

- Client computer requirements
- Client computers for IBM® Cognos® Disclosure Management must meet operating system, software, hardware, and access requirements.
Effect of multiple versions of Microsoft Office if you use Microsoft Office 2003

If you use Microsoft Office 2003, some aspects of your reports in IBM® Cognos® Disclosure Management depend on the version of Microsoft Office that was used to create various report objects. The version of Microsoft Office that you use can affect actions such as opening reports and report objects, exporting report objects, and generating reports.

**Important:** You can use the Compatibility Pack for Word, Excel, and PowerPoint. The compatibility pack upgrades the functionality of Microsoft Office 2003 so that it works more smoothly with later versions of Microsoft Office. You can download the compatibility pack from the Microsoft website.

**Opening reports and report objects**

If you use Microsoft Office 2003, consult the following table to learn about how different Microsoft Office versions affect opening reports and report objects.

*Table 4. Effect of multiple Microsoft Office versions on opening reports and report objects*

<table>
<thead>
<tr>
<th>Situation</th>
<th>If you use Microsoft Office 2003</th>
<th>If you use Microsoft Office 2003 plus the compatibility pack</th>
</tr>
</thead>
<tbody>
<tr>
<td>If the report contains report objects that were created in Microsoft Office 2003 only</td>
<td>You can open the report and all report objects normally.</td>
<td>You can open the report and all report objects normally.</td>
</tr>
<tr>
<td>If the report contains report objects that were created in a later version of Microsoft Office</td>
<td>You cannot open the report or view report objects. To open the report, you must install the compatibility pack, or upgrade to the version of Microsoft Office that was used to create the report object.</td>
<td>You can open the report and all report objects. You view later report objects in Microsoft Office 2003 format, but no changes are made in the database. When you save a later report object, you automatically save it in Microsoft Office 2003 format, and you might lose features or formatting specific to the later version. To view or save the report object in its original format, you must upgrade to the version of Microsoft Office that was used to create the report object.</td>
</tr>
</tbody>
</table>

**Important:** You might open a report in Microsoft Office 2003, and then, while the report is open, someone might create a report object for the same report in a later version of Microsoft Office. In this situation, you can still view the report while it is open, but you cannot view the new report object. If you close the report, you cannot open it again.
Copying and pasting report objects

If you use Microsoft Office 2003, consult the following table to learn about how different Microsoft Office versions affect copying and pasting report objects.

<table>
<thead>
<tr>
<th>Situation</th>
<th>If you use Microsoft Office 2003</th>
<th>If you use Microsoft Office 2003 plus the compatibility pack</th>
</tr>
</thead>
<tbody>
<tr>
<td>If the report contains report objects that were created in Microsoft Office 2003 only</td>
<td>You can copy and paste a report object normally by right-clicking the report object and then using the Copy and Paste options.</td>
<td>You can copy and paste a report object normally by right-clicking the report object and then using the Copy and Paste options.</td>
</tr>
<tr>
<td>If the report contains report objects that were created in a later version of Microsoft Office</td>
<td>You can copy and paste report objects if you do not open the object. The pasted report object is retrieved from the last saved state to the database. To copy and paste report objects, you must install the compatibility pack, or upgrade to the version of Microsoft Office that was used to create the report object.</td>
<td>You can copy and paste a report object by right-clicking the report object and then using the Copy and Paste options. You automatically save the pasted report object in Microsoft Office 2003 format, and you might lose features or formatting specific to the later version. To save the pasted report object in its original format, you must upgrade to the version of Microsoft Office that was used to create the report object.</td>
</tr>
</tbody>
</table>

Working with shared objects

If you use Microsoft Office 2003, consult the following table to learn about how different Microsoft Office versions affect shared objects.

<table>
<thead>
<tr>
<th>Situation</th>
<th>If you use Microsoft Office 2003</th>
<th>If you use Microsoft Office 2003 plus the compatibility pack</th>
</tr>
</thead>
<tbody>
<tr>
<td>If the report contains report objects that were created in Microsoft Office 2003 only</td>
<td>You can work with shared objects normally.</td>
<td>You can work with shared objects normally.</td>
</tr>
</tbody>
</table>
Table 6. Effect of multiple Microsoft Office versions on shared objects  (continued)

<table>
<thead>
<tr>
<th>Situation</th>
<th>If you use Microsoft Office 2003</th>
<th>If you use Microsoft Office 2003 plus the compatibility pack</th>
</tr>
</thead>
<tbody>
<tr>
<td>If the report contains report objects that were created in a later version of Microsoft Office</td>
<td>You cannot work with shared objects. To work with shared objects, you must install the compatibility pack, or upgrade to the version of Microsoft Office that was used to create the shared object.</td>
<td>Report objects are opened in Microsoft Office 2003 format. When you try to save the report object, you receive a message in which you must specify whether you want to save in Microsoft Office 2003 format.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Reference</td>
</tr>
<tr>
<td></td>
<td></td>
<td>The content cannot be modified. A linked object actually has no content, so when an object is opened, the content is retrieved from the original source object. This content opens in the version of Microsoft Office that is on your computer, and you might lose features or formatting specific to the later version.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Copy</td>
</tr>
<tr>
<td></td>
<td></td>
<td>The content can be modified because a copy is treated like any other report object that has content. All later shared report objects are saved in the version of Microsoft Office that you use, and you might lose features or formatting specific to the later version.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>To view and save the shared object in its original format, you must upgrade to the version of Microsoft Office that was used to create the report object.</td>
</tr>
</tbody>
</table>

**Exporting Excel objects**

If you use Microsoft Office 2003, consult the following table to learn about how different Microsoft Office versions affect Excel object exports.
Table 7. Effect of multiple Microsoft Office versions on exporting Excel objects

<table>
<thead>
<tr>
<th>Situation</th>
<th>If you use Microsoft Office 2003</th>
<th>If you use Microsoft Office 2003 plus the compatibility pack</th>
</tr>
</thead>
<tbody>
<tr>
<td>If the report contains report objects that were created in Microsoft Office 2003 only</td>
<td>You can export report objects normally.</td>
<td>You can export report objects normally.</td>
</tr>
<tr>
<td>If the report contains report objects that were created in a later version of Microsoft Office</td>
<td>If you export report objects, Cognos Disclosure Management retrieves the most recently saved version of the report objects from the database</td>
<td>You automatically open the later object in Microsoft Office 2003 format, and you might lose features or formatting specific to the later version. When you export the object, you receive a message in which you must specify whether you want to export in Microsoft Office 2003 format. To export the object in its original format, you must upgrade to the version of Microsoft Office that was used to create the report object.</td>
</tr>
</tbody>
</table>

Viewing and comparing audit trails or snapshots

If you use Microsoft Office 2003, consult the following table to learn about how different Microsoft Office versions affect audit trails and snapshots.

Restriction: If you work in Microsoft Office 2003 or 2007, you can work with only one instance of a PowerPoint object at a time. When you view audit trails for PowerPoint objects, the audit trail content does not load because of this limitation. You will receive a message in which you can save the logs separately. If you work in a later version of Microsoft Office, this restriction does not apply.

Table 8. Effect of multiple Microsoft Office versions on audit trails or snapshots

<table>
<thead>
<tr>
<th>Situation</th>
<th>If you use Microsoft Office 2003</th>
<th>If you use Microsoft Office 2003 plus the compatibility pack</th>
</tr>
</thead>
<tbody>
<tr>
<td>If the report contains report objects that were created in Microsoft Office 2003 only, or if all snapshots were created in Microsoft Office 2003 only</td>
<td>You can view and compare audit trails or snapshots normally.</td>
<td>You can view and compare audit trails or snapshots normally.</td>
</tr>
</tbody>
</table>
Table 8. Effect of multiple Microsoft Office versions on audit trails or snapshots (continued)

<table>
<thead>
<tr>
<th>Situation</th>
<th>If you use Microsoft Office 2003</th>
<th>If you use Microsoft Office 2003 plus the compatibility pack</th>
</tr>
</thead>
<tbody>
<tr>
<td>If the report contains report objects that were created in a later version of Microsoft Office, or if at least one of the snapshots was created in a later version of Microsoft Office</td>
<td>You cannot view or compare audit trails or snapshots. To view audit trails or snapshots, you must install the compatibility pack, or upgrade to the version of Microsoft Office that was used to create the later report objects or snapshots.</td>
<td>You can view and compare audit trails or snapshots. When you select an audit trail entry or a snapshot, you view it in Microsoft Office 2003 format, and you might not see features or formatting specific to the later version. The changes are not saved to the database. To view and compare audit trails or snapshots in their original format, you must upgrade to the version of Microsoft Office that was used to create the report object or snapshot.</td>
</tr>
</tbody>
</table>

Generating reports

If you use Microsoft Office 2003, consult the following table to learn about how different Microsoft Office versions affect generating reports.

Table 9. Effect of multiple Microsoft Office versions on generating reports

<table>
<thead>
<tr>
<th>Situation</th>
<th>If you use Microsoft Office 2003</th>
<th>If you use Microsoft Office 2003 plus the compatibility pack</th>
</tr>
</thead>
<tbody>
<tr>
<td>If the report contains report objects that were created in Microsoft Office 2003 only</td>
<td>You can generate the report normally. The report is generated as a .doc file.</td>
<td>You can generate the report normally. The report is generated as a .doc file.</td>
</tr>
<tr>
<td>If the report contains report objects that were created in a later version of Microsoft Office</td>
<td>You cannot generate the report. To generate the report, you must install the compatibility pack, or upgrade to the version of Microsoft Office that was used to create the report object.</td>
<td>You can generate the report. All later report objects are converted to Microsoft Office 2003 format on your local machine, and you might lose features or formatting specific to the later version. However, the version is not changed in the database. To generate the report with report objects in their original format, you must upgrade to the version of Microsoft Office that was used to create the report objects.</td>
</tr>
</tbody>
</table>
Performing report rollovers

If you use Microsoft Office 2003, consult the following table to learn about how different Microsoft Office versions affect report rollovers.

Table 10. Effect of multiple Microsoft Office versions on report rollovers

<table>
<thead>
<tr>
<th>Situation</th>
<th>If you use Microsoft Office 2003</th>
<th>If you use Microsoft Office 2003 plus the compatibility pack</th>
</tr>
</thead>
<tbody>
<tr>
<td>If the report contains report objects that were created in Microsoft Office 2003 only</td>
<td>You can perform a report rollover normally.</td>
<td>You can perform a report rollover normally.</td>
</tr>
<tr>
<td>If the report contains report objects that were created in a later version of Microsoft Office</td>
<td>If you perform a report rollover, Cognos Disclosure Management retrieves the most recently saved version of the report objects from the database.</td>
<td>You can perform a report rollover. All later report objects are saved in the format of the version of Microsoft Office that you use, and you might lose features or formatting specific to the later version. To roll over the report in its original format, you must upgrade to the version of Microsoft Office that was used to create the report objects.</td>
</tr>
</tbody>
</table>

Effect of multiple versions of Microsoft Office if you use Microsoft Office 2007, 2010 or 2013

When you use Microsoft Office 2007, Microsoft Office 2010, or Microsoft Office 2013, some aspects of your reports in IBM Cognos Disclosure Management depend on the version of Microsoft Office that was used to create various report objects. The version of Microsoft Office that you use can affect actions such as opening reports and report objects, pasting and exporting report objects, and generating reports.

Opening reports and report objects

Consult the following table to learn about how different Microsoft Office versions affect opening reports and report objects.

Table 11. Effect of multiple Microsoft Office versions on opening reports and report objects

<table>
<thead>
<tr>
<th>Situation</th>
<th>Effect</th>
</tr>
</thead>
<tbody>
<tr>
<td>If the report contains report objects that were created in an earlier version of Microsoft Office</td>
<td>You can open and save reports and report objects. When you save report objects, you automatically save them in the format of the version of Microsoft Office that you use.</td>
</tr>
<tr>
<td>If the report contains report objects that were created only in the version of Microsoft Office that you use</td>
<td>You can open and save reports and report objects normally.</td>
</tr>
</tbody>
</table>

Appendix D. Multiple versions of Microsoft Office
Table 11. Effect of multiple Microsoft Office versions on opening reports and report objects (continued)

<table>
<thead>
<tr>
<th>Situation</th>
<th>Effect</th>
</tr>
</thead>
<tbody>
<tr>
<td>If the report contains report objects that were created in a later version of Microsoft Office</td>
<td>You view the later report object in the format of the version of Microsoft Office that you use, and you might not see features or formatting specific to the later version. However, no changes are made in the database. If a report object is saved in Microsoft Office 2007 and then you open it in a later version of Microsoft Office and then save, the report object is saved in Microsoft Office 2007 format, even though you are working in a later version. To view a report object in its original format, you must upgrade to the version of Microsoft Office that was used to create the report object.</td>
</tr>
</tbody>
</table>

Copying and pasting report objects

Consult the following table to learn about how different Microsoft Office versions affect copying and pasting report objects.

Table 12. Effect of multiple Microsoft Office versions on copying and pasting report objects

<table>
<thead>
<tr>
<th>Situation</th>
<th>Effect</th>
</tr>
</thead>
<tbody>
<tr>
<td>If the report contains report objects that were created in an earlier version of Microsoft Office</td>
<td>You can copy and paste a report object by right-clicking the report object and then using the Copy and Paste options. When you save a pasted report object, you automatically save it in the format of the version of Microsoft Office that you use.</td>
</tr>
<tr>
<td>If the report contains report objects that were created only in the version of Microsoft Office that you use</td>
<td>You can copy and paste a report object normally by right-clicking the report object and then using the Copy and Paste options.</td>
</tr>
<tr>
<td>If the report contains report objects that were created in a later version of Microsoft Office</td>
<td>You can copy and paste a report object by right-clicking the report object and then using the Copy and Paste options. All later report objects are saved in the format of the version of Microsoft Office that you use, and you might lose features or formatting specific to the later version. The original report object remains in its original format. To view and save a pasted report object in its original format, you must upgrade to the version of Microsoft Office that was used to create the report object.</td>
</tr>
</tbody>
</table>

Working with shared objects

Consult the following table to learn about how different Microsoft Office versions affect shared objects.
Table 13. Effect of multiple Microsoft Office versions on shared objects

<table>
<thead>
<tr>
<th>Situation</th>
<th>Effect</th>
</tr>
</thead>
<tbody>
<tr>
<td>If the report contains report objects that were created in an earlier version of Microsoft Office</td>
<td>You can work with shared objects. All copied report objects are saved in the format of the version of Microsoft Office that you use.</td>
</tr>
<tr>
<td>If the report contains report objects that were created only in the version of Microsoft Office that you use</td>
<td>You can work with shared objects normally.</td>
</tr>
<tr>
<td>If the report contains report objects that were created in a later version of Microsoft Office</td>
<td>Report objects are opened in the format of the version of Microsoft Office that you use. When you save the report object, you receive a message in which you must specify whether you want to save in the format of the version of Microsoft Office that you use.</td>
</tr>
</tbody>
</table>

Reference

The content cannot be modified. A linked object actually has no content, so when an object is opened, the content is retrieved from the original source object. This content opens in the version of Microsoft Office that is on your computer, and you might lose features or formatting specific to the later version.

Copy

The content can be modified because a copy is treated like any other report object that has content. All later shared report objects are saved in the version of Microsoft Office that you use, and you might lose features or formatting specific to the later version.

To view a shared object in its original format, you must upgrade to the version of Microsoft Office that was used to create the report object.

Exporting report objects

Consult the following table to learn about how different Microsoft Office versions affect report object exports.

Table 14. Effect of multiple Microsoft Office versions on exporting report objects

<table>
<thead>
<tr>
<th>Situation</th>
<th>Effect</th>
</tr>
</thead>
<tbody>
<tr>
<td>If the report contains report objects that were created in an earlier version of Microsoft Office</td>
<td>You can export report objects. All earlier report objects are saved in the format of the version of Microsoft Office that you use.</td>
</tr>
<tr>
<td>If the report contains report objects that were created only in the version of Microsoft Office that you use</td>
<td>You can export report objects normally.</td>
</tr>
</tbody>
</table>
Table 14. Effect of multiple Microsoft Office versions on exporting report objects (continued)

<table>
<thead>
<tr>
<th>Situation</th>
<th>Effect</th>
</tr>
</thead>
<tbody>
<tr>
<td>If the report contains report objects that were created in a later version of Microsoft Office</td>
<td>You can export report objects. All later report objects are saved in the format of the version of Microsoft Office that you use, and you might lose features or formatting specific to the later version. To export a report object in its original format, you must upgrade to the version of Microsoft Office that was used to create the report object.</td>
</tr>
</tbody>
</table>

Viewing and comparing audit trails or snapshots

Consult the following table to learn about how different Microsoft Office versions affect audit trails and snapshots.

Restriction: If you work in Microsoft Office 2003 or 2007, you can work with only one instance of a PowerPoint object at a time. When you view audit trails for PowerPoint objects, the audit trail content does not load because of this limitation. You will receive a message in which you can save the logs separately. If you work in a later version of Microsoft Office, this restriction does not apply.

Table 15. Effect of multiple Microsoft Office versions on audit trails or snapshots

<table>
<thead>
<tr>
<th>Situation</th>
<th>Effect</th>
</tr>
</thead>
<tbody>
<tr>
<td>If the report contains report objects that were created in an earlier version of Microsoft Office, or if the snapshots were created in an earlier version of Microsoft Office</td>
<td>You can view and compare audit trails or snapshots. When you select an audit trail entry or snapshot, you view it in the format of the version of Microsoft Office that you use. The changes are not saved to the database.</td>
</tr>
<tr>
<td>If the report contains report objects that were created only in the version of Microsoft Office that you use, or if the snapshots were created only in the version of Microsoft Office that you use</td>
<td>You can view and compare audit trails or snapshots normally.</td>
</tr>
<tr>
<td>If the report contains report objects that were created in a later version of Microsoft Office, or if at least one of the snapshots was created in a later version of Microsoft Office</td>
<td>You can view and compare audit trails or snapshots. When you select an audit trail entry or a snapshot, you view it in the format of the version of Microsoft Office that you use, and you might not see features or formatting specific to the later version. The changes are not saved to the database. To view an audit trail entry or snapshot in its original format, you must upgrade to the version of Microsoft Office that was used to create the report objects in the audit trail or the snapshot.</td>
</tr>
</tbody>
</table>

Generating reports

Consult the following table to learn about how different Microsoft Office versions affect report generation.
Table 16. Effect of multiple Microsoft Office versions on generating reports

<table>
<thead>
<tr>
<th>Situation</th>
<th>Effect</th>
</tr>
</thead>
<tbody>
<tr>
<td>If the report contains report objects that were created in an earlier version of Microsoft Office</td>
<td>You can generate the report. All earlier report objects are saved in the format of the version of Microsoft Office that you use. The report is generated as a .docx file.</td>
</tr>
<tr>
<td>If the report contains report objects that were created only in the version of Microsoft Office that you use</td>
<td>You can generate the report normally. The report is generated as a .docx file.</td>
</tr>
<tr>
<td>If the report contains report objects that were created in a later version of Microsoft Office</td>
<td>You can generate the report. All later report objects are saved in the format of the version of Microsoft Office that you use, and you might lose features or formatting specific to the later version. The report is generated as a .docx file. To generate the report in its original format, you must upgrade to the version of Microsoft Office that was used to create the report object.</td>
</tr>
</tbody>
</table>

Performing report rollovers

Consult the following table to learn about how different Microsoft Office versions affect report rollovers.

Table 17. Effect of multiple Microsoft Office versions on report rollovers

<table>
<thead>
<tr>
<th>Situation</th>
<th>Effect</th>
</tr>
</thead>
<tbody>
<tr>
<td>If the report contains report objects that were created in an earlier version of Microsoft Office</td>
<td>You can perform a report rollover. All later report objects are saved in the format of the version of Microsoft Office that you use, and you might lose features or formatting specific to the later version.</td>
</tr>
<tr>
<td>If the report contains report objects that were created only in the version of Microsoft Office that you use</td>
<td>You can perform a report rollover normally.</td>
</tr>
<tr>
<td>If the report contains report objects that were created in a later version of Microsoft Office</td>
<td>You can perform a report rollover. All later report objects are saved in the format of the version of Microsoft Office that you use, and you might lose features or formatting specific to the later version. To roll over the report in its original format, you must upgrade to the version of Microsoft Office that was used to create the report object.</td>
</tr>
</tbody>
</table>
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Glossary

This glossary provides terms and definitions for the Cognos Disclosure Management software and products.

The following cross-references are used in this glossary:

- See refers you from a nonpreferred term to the preferred term or from an abbreviation to the spelled-out form.
- See also refers you to a related or contrasting term.

For other terms and definitions, see the IBM Terminology website (opens in new window).

attachment
- A file that is attached to an email message or other electronic document.

audit report
- A report that contains audit history of report objects.

audit trail
- A detailed analysis of all changes that are made to reports or report objects.

B

bidi
See bidirectional.

bidirectional (bidi)
- Pertaining to scripts such as Arabic and Hebrew that generally run from right to left, except for numbers, which run from left to right.

bidirectional mapping
- A mapping in XBRL in which the element in either taxonomy can be considered the source element.

C

client
- A software program or computer that requests services from a server.

complex type
- A type definition for an XML element that contains nested structures.

concept
- A description of information in XBRL. See also fact.

concrete element
- An element for which the attribute abstract in its XML schema declaration has the value of false and which therefore might appear in an instance document. See also abstract element.

configuration file
- A file that contains the values of configuration parameters.
content model

The representation of any data that may be contained inside an XML element. There are four kinds of content models: element content, mixed content, EMPTY content and ANY content.

custom dashboard

A dashboard that is created by the user from widgets and various data sources to meet specific requirements. It is not supplied with the application. See also fixed dashboard.

custom group

A group that is used to organize report objects in a report according to their purpose or content. All other report objects are filtered out if they are not assigned to the custom group.

D

dashboard

An interface that integrates data from a variety of sources and provides a unified display of relevant and in-context information.

database server

A software program that uses a database manager to provide database services to other software programs or computers.

data source

The physical connection to a data repository such as a relational database, an OLAP cube, or a Microsoft Excel file.

Discoverable Taxonomy Set (DTS)

A collection of taxonomy schemas and linkbases. The DTS includes all taxonomy schemas and linkbases that can be discovered by following links or references in the taxonomy schemas and linkbases included in the DTS.

DTS

See Discoverable Taxonomy Set.

duplicate item

An item that has the same concept as another item in the same context under the same parent, as defined in the XBRL specification.

eXtensible Business Reporting Language (XBRL)

A communication method for electronic business reporting.

entity

The business that an XBRL report relates to.

entity identifier

A string that uniquely identifies a reporting entity according to an entity scheme.

entity scheme

A framework for referencing naming authorities for business entities, in the form of a namespace URI.

exhibit

A mandatory document that is required by the regulatory body along with the report itself. See also supporting document.

explicit dimension

A dimension in XBRL whose members are known and defined before use.

extended link

A link that associates an arbitrary number of resources. The participating resources can be any combination of remote and local.

E
includes all the changes that are required for the specific reporting requirements of an entity.

**F**

**fact** A specific piece of information that is described by a concept in XBRL. See also [concept][measure]

**fixed dashboard** A dashboard that is supplied with the application to provide report and data source information in a graphical format. See also [custom dashboard][header]

**footer** Text that is formatted to be in the bottom margin of printed pages in a document. See also [header]

**footnote** A supporting piece of XBRL information that is tied to a fact.

**formula linkbase** A collection of functions that can be used by a number of taxonomies and is not necessarily tied to a particular taxonomy.

**L**

**linkbase** A collection of XML Linking Language (XLink) extended links that can be used to document the semantics of concepts in a taxonomy.

**locator** An XML element that supplies an Xpointer reference to the taxonomy schema element definitions that uniquely identify each concept.

**M**

**measure** A component that is used to define a unit in XBRL. For example, the unit km/s (kilometers per second) contains two measures: kilometers and seconds. See also [fact]

**N**

**namespace** In XML and XQuery, a uniform resource identifier (URI) that provides a unique name to associate with the element, attribute, and type definitions in an XML schema or with the names of elements, attributes, types, functions, and errors in XQuery expressions.

**O**

**orphan tag** An XBRL tag that has become disassociated from its data source.

**orphan variable** A reference variable that does not contain an accompanying source declaration in a report.

**P**

**pivot grid** An area of the screen that is used to view and interact with the XBRL instance data.

**project** A framework for holding the data and metadata that refers to an XBRL instance document.
Q

query A request for information from a database that is based on specific conditions: for example, a request for a list of all customers in a customer table whose balances are greater than USD1000.

query variable A variable that is used to filter data source queries.

R

reference object A shared object that is referenced within the same report, or in a different report. A reference object does not contain its own content.

reference variable A variable that is used to hold content for report automation.

relationship group A set of relationships between XBRL concepts.

report object query variable A variable that is used to filter data source queries for a particular report object. After the value of the variable has been overridden at the report level, it can be further overridden to filter the result set for the report object.

report query variable A variable that is used to filter data source queries at the report level. The value of the variable can be overridden to filter the result set for all report objects referencing that query.

resource An XML fragment that is contained within an extended link that provides additional information about concepts or items.

role See relationship group

S

shared object A report object that is made available for its content to be referenced within the same report or across reports.

silent installation An installation that does not send messages to the console but instead stores messages and errors in log files. A silent installation can use response files for data input.

simple type In the XML, a type that cannot have element content and cannot carry attributes. Elements that contain numbers (and strings, and dates, and so on) but do not contain any sub-elements are said to have simple types.

snapshot The content of a report or report object captured at a specific moment in time.

supporting document An additional optional document that a company chooses to submit along with the mandatory content. See also exhibit.

T

tag A link between an XBRL fact and its source data, such as a report object or the result of a query.

taxonomy A description of a multidimensional data store expressed in XML.

taxonomy schema A core document that, in conjunction with other artifacts, defines an XBRL taxonomy.

text block An assembly of one or more sections of text, which might include escaped HTML, that is drawn from one or more reporting objects in XBRL.

transformation set A sequence of transformations that are applied consecutively.

tuple An XML structure that is used to group concepts in an XBRL taxonomy that must be understood together.

typed dimension A dimension in XBRL that is composed of a variable set of members that must conform to a specific type that is defined by using XML schema.
unit  A quantity that is used as a standard of measurement. For example, in XBRL, the unit km/s (kilometers per second) contains two measures: kilometers and seconds.

user group  A group consisting of one or more defined individual users, identified by a single group name.

validation  The checking of data or code for correctness or for compliance with applicable standards, rules, and conventions.

variable  A representation of a changeable value.

widget  A graphic element, such as a chart or grid, that displays a particular type of information in a dashboard.

workflow  A process that is used to track the progress of a report object towards completion.

write-back process  A process that gives users the ability to edit the data in a query and save the updated data back to an OLAP source.

XBRL  See eXtensible Business Reporting Language.
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