

## UCPATH COGNOS Reports

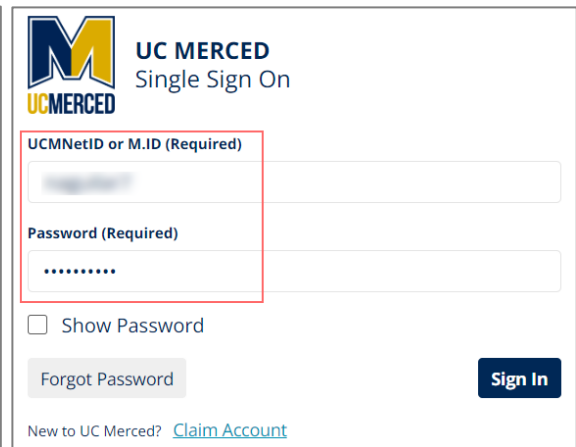
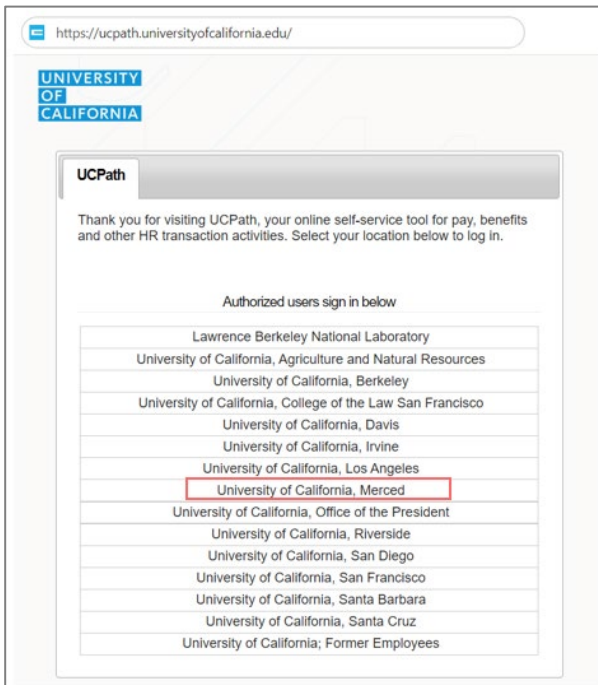
To request access to UCPATH COGNOS, submit a UCPATH Cognos [User Access Provisioning Request](#).

**Navigation:** UCPATH > Quicklinks > Cognos Reports

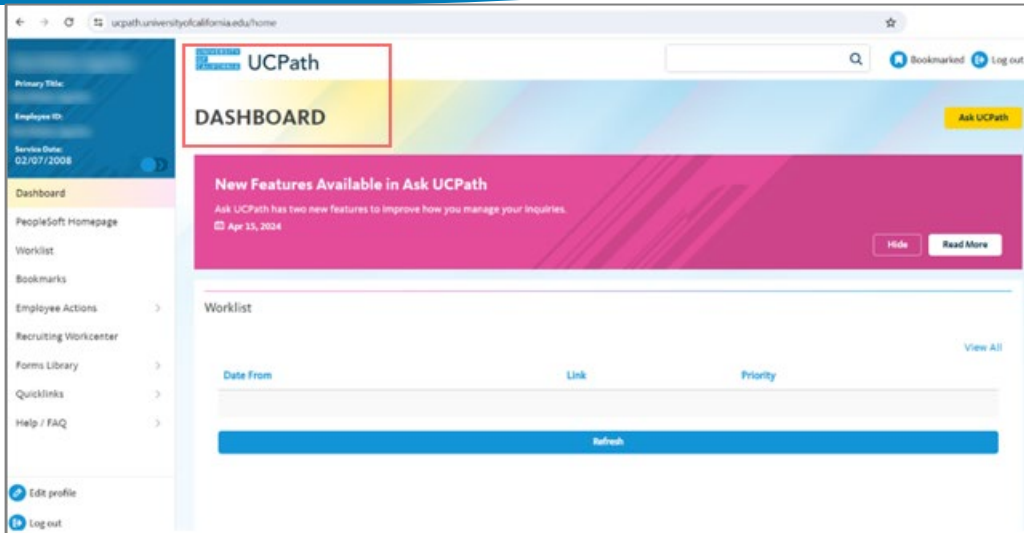
The UCPATH Cognos Reports can be accessed through the UCPATH Portal. Utilize the following step by step to navigate to the report.

### Navigate & Run Report Step-by Step:

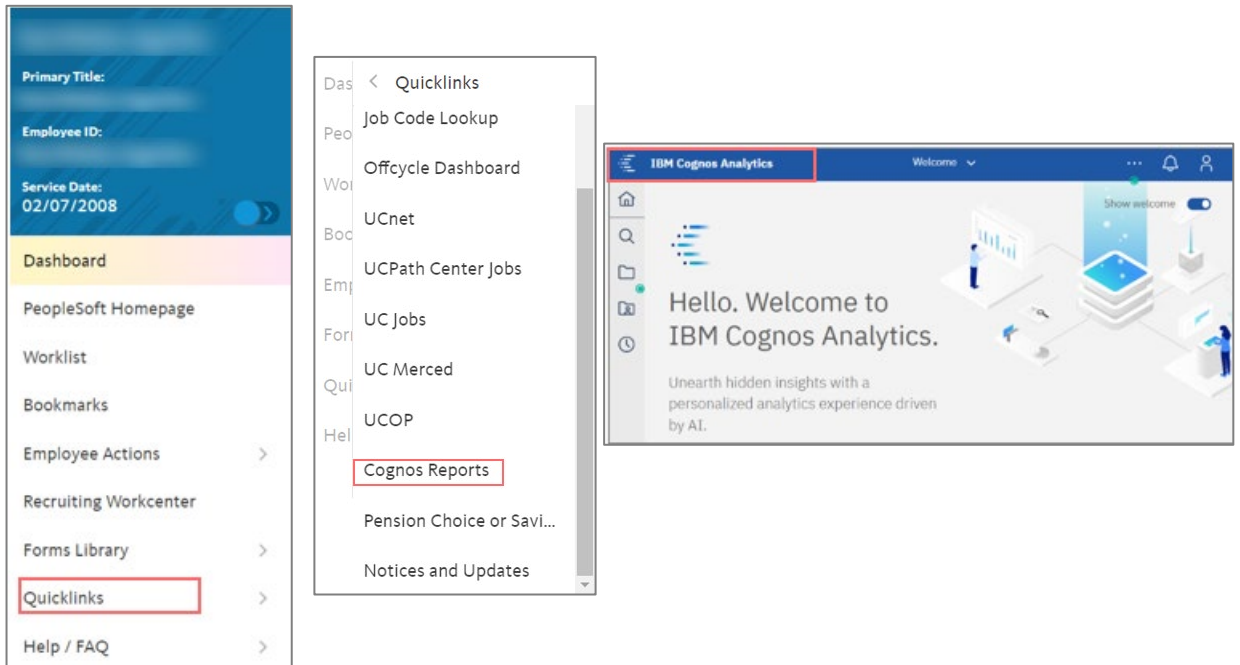
1. Go to UCPATH Online Portal <https://ucpath.universityofcalifornia.edu/>
2. Click on University of California, Merced.
3. Enter your UC Merced Single Sign On and click Sign In.



4. The UCPATH Dashboard will be displayed.



5. Locate the UCPATH menu on the left-hand side.
6. Click on Quicklinks
7. Scroll down and click on Cognos Reports
8. Notice the IBM Cognos Analytics page open, the web-based reporting tool (UCPATH Cognos biprod.ucop.edu)



- 9. Locate the Cognos menu to the left of the screen.
- 10. Click on the Team Content folder.
- 11. Click on the UCPATH Reporting folder.

*Based on UCPATH COGNOS Reports Access Provisioning the folders available may vary.*

