First Time Login and Java Installation for the SIS Reporting Database

Discoverer Plus, like many web-based applications, runs on a Java platform. If the version of Java currently installed on your computer is not sufficient to run Discoverer, an upgrade will automatically launch the first time you log in. Note that you may also experience the upgrade process whenever a new version of Discoverer requires a higher version of Java be installed.

Step 6 provides an approximation of the screens you may encounter during the upgrade. If you need assistance with a Java upgrade please consult your LSP or call the SIS help desk at 4-HELP.

1. Ensure you have enabled pop-ups for the site (you might have done this already for the SIS).
   a. Open your browser (Internet Explorer is used for this example).
   b. In your browser’s File menu, select **Tools > Pop-up Blocker > Pop-up Blocker Settings**.
   c. Check your list of **Allowed sites**. If `*.admin.virginia.edu` is listed you do not need to make any changes and can click Close. Otherwise, in the field labeled **Address of website to allow** enter `*.admin.virginia.edu`.
   d. Click **Add** and then click **Close**.

2. Before you can access SIS Discoverer you must first insert your UVa Identity Token into a USB port on your computer and connect to the JointVPN profile.
3. Access Discoverer through the SIS website. Note that you may also access the SIS and SIS Discoverer launch icons via the Integrated System homepage.
   b. Be sure to bookmark this page as a favorite.

4. Launch Discoverer by selecting the Discoverer SIS icon.
   a. The Connection Details page opens. Enter your User Name (computing id) and Password (the password you are given when your role is activated). Do not modify any of the other fields.

   ![Connection Details Page]

   **Notes:**
   - Login information is case-sensitive.
   - If you miss-key your password and are returned to this page, the Database field will be empty. Enter CSRPT.

5. Change your password. The first time you log in to Discoverer you will be required to change your password. Fill in all fields and click Apply.
6. If you receive a Java add-on message: Follow instructions for installing the software.
   If not, proceed to step 7.
   a. Click the message that appears at the top of the blank page.
   b. Click **Install This Add-on for All Users on This Computer**.
   c. At the Internet Explorer – Security Warning dialog, click **Install**.
d. At the Java Setup – Welcome dialog, click **Install>**.

![Java Installer](image1)

e. The installer will run until you receive this message. Click **Close**.

![Java Complete](image2)

7. Oracle Discoverer Plus opens to the Workbook Wizard. If the workbook you wish to run does not display in the Recently Used: window, click **Browse**.
8. Select the desired **Workbook** and click **Open**.
9. Select **Yes** to run the query.

10. The workbook may require you to enter parameters. If so, enter the parameters or click ![icon](image.png) to select from a list of values. Click **OK**.

11. The worksheet displays the data.