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Data Sources

Reporting > Data Sources

Data sources are used in the Generic Report Writer. They tell the report where to pull data from. It is recommended that these be accessible only to SGA administrators.

Toolbar:

- **New:** add a new data source.
- **Edit:** edit an existing data source.
- **Delete:** Delete the data source.
- **Reports:** this prints the grid below the toolbar.

Adding and editing a data source:

- **Connection:** This is the name of the connection and must be unique.
- **Description:** This is for informational purposes and is only a text box\.
- **Permissions:** (for) Permissions can be set for all users or specific groups/users. If you change the drop-down to User/Group, a grid will appear that enables you to add the applicable users.
- **Connection Type:**
  - SQL Server
  - AS/400 (IBM iSeries)
  - Oracle
  - MySQL
  - Access
  - Excel
  - Text
  - Custom

It is recommended to contact the SGA support team when setting up a new connection string. This will ensure proper setup, and permissions are in place.