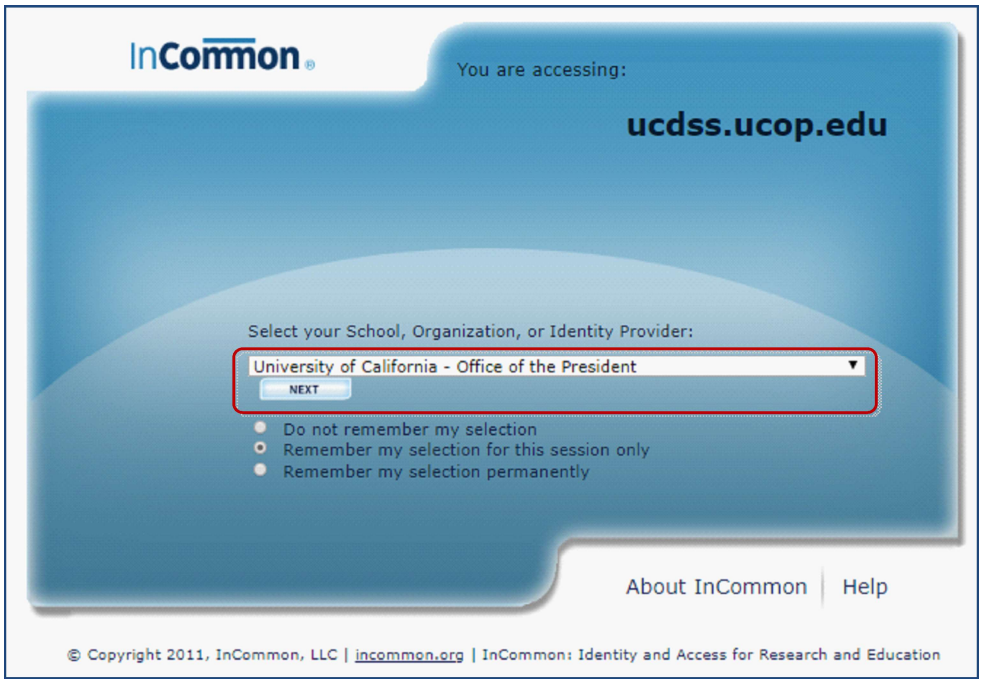
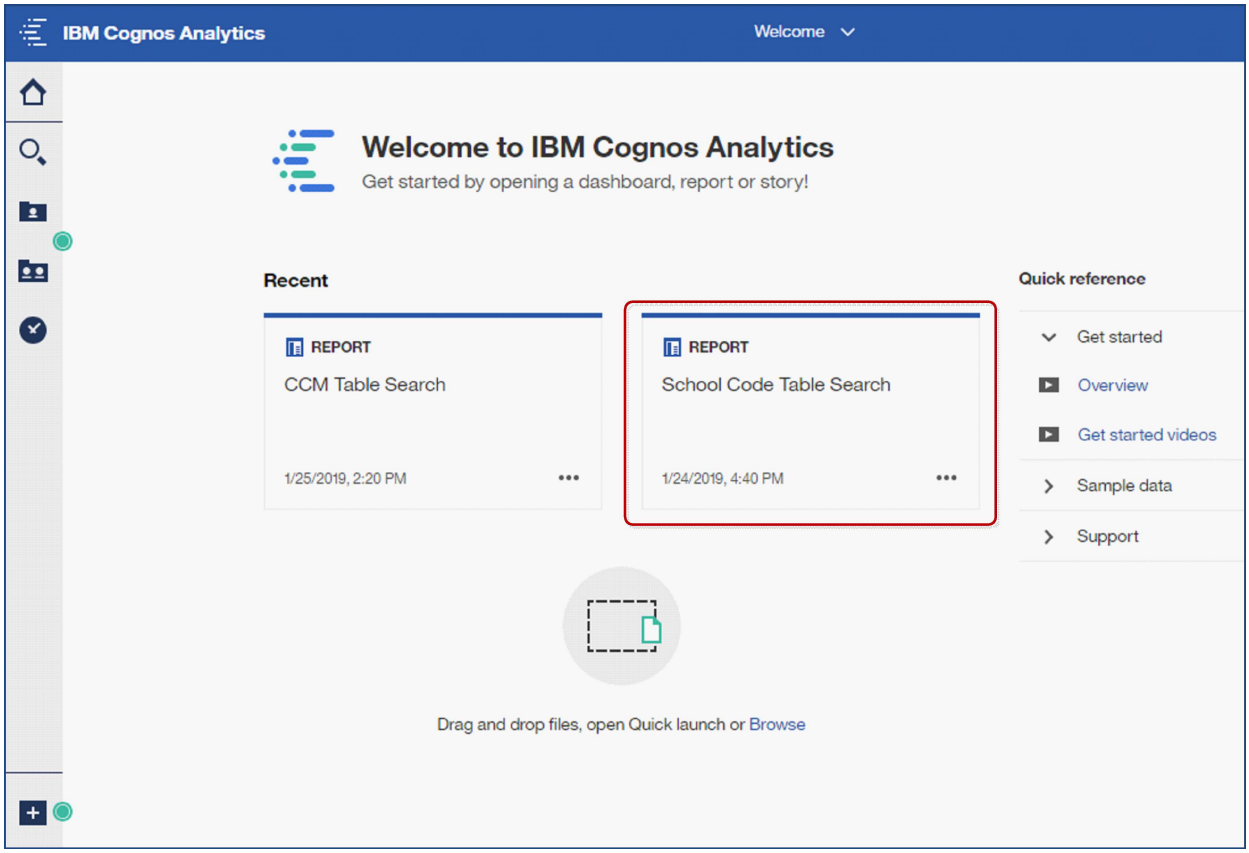
1. In your internet browser of choice, navigate to https://ucreportcenter.ucop.edu

2. Select your campus, and chose “NEXT”

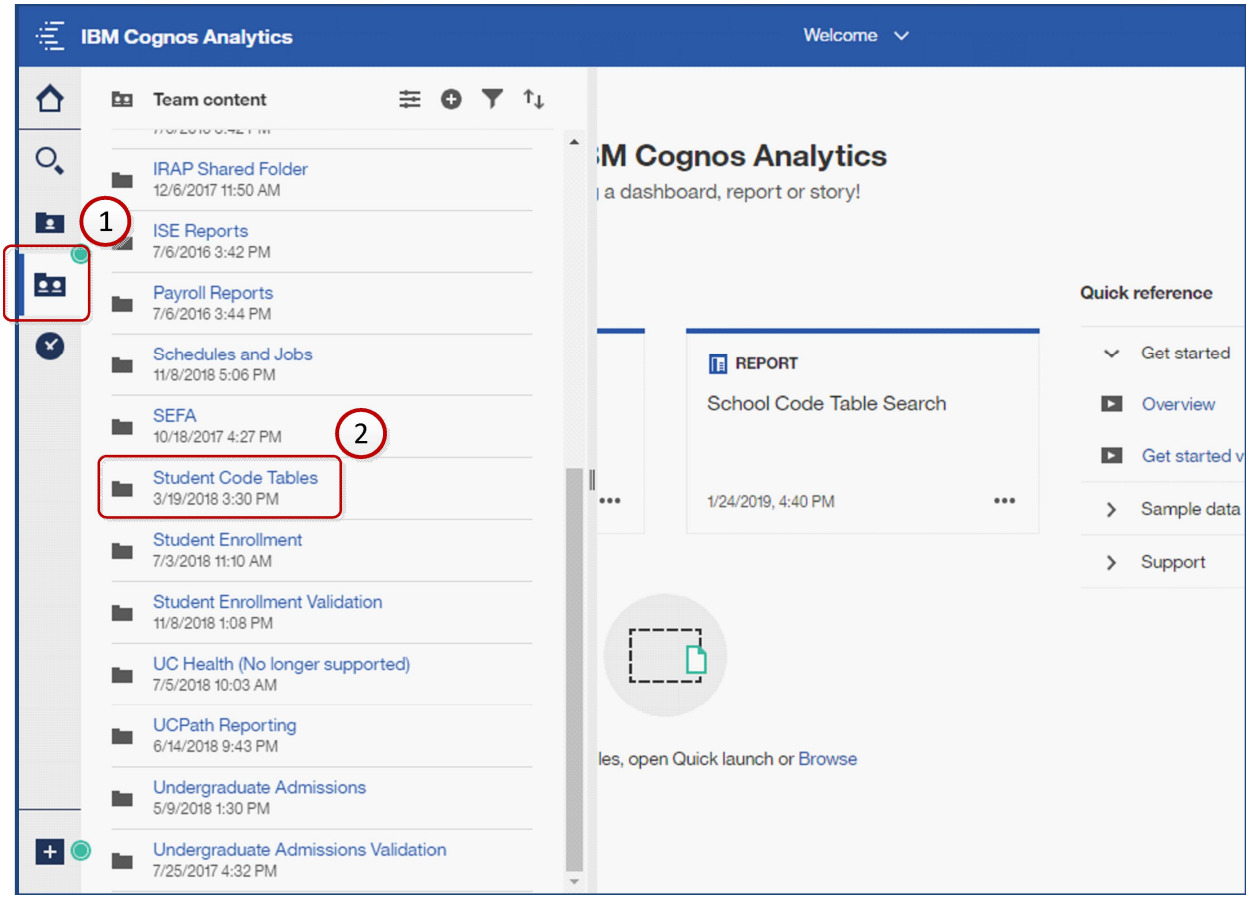
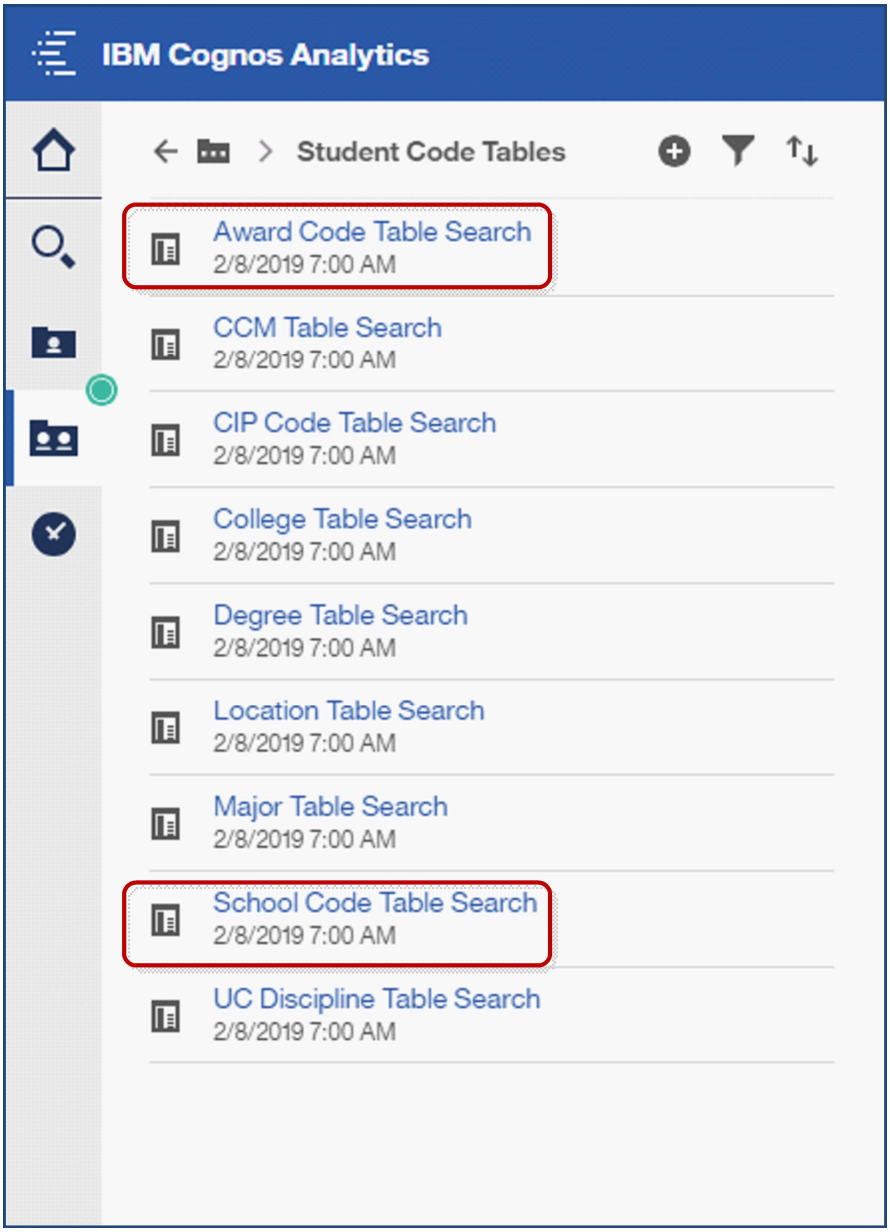



3. Enter your username and password and select “Login”. Not that your screen may look different, as it is varies with campus

4. If you have recently used the school code or award code table, you may see the report listed on the homepage.


IBM Cognos Analytics
Welcome
Welcome to IBM Cognos Analytics
Get started by opening a dashboard, report or story!
Recent
REPORT
CCM Table Search
1/25/2019, 2:20 PM
REPORT
School Code Table Search
1/24/2019, 4:40 PM
Quick reference
Get started
Overview
Get started videos
Sample data
Support
Drag and drop files, open Quick launch or Browse

5. If you have not recently used these code tables, you can find them by selecting the "Team Content" button on the left, and clicking on the "Student Code Tables" folder.



6. Clicking the name of the desired table will display the report.