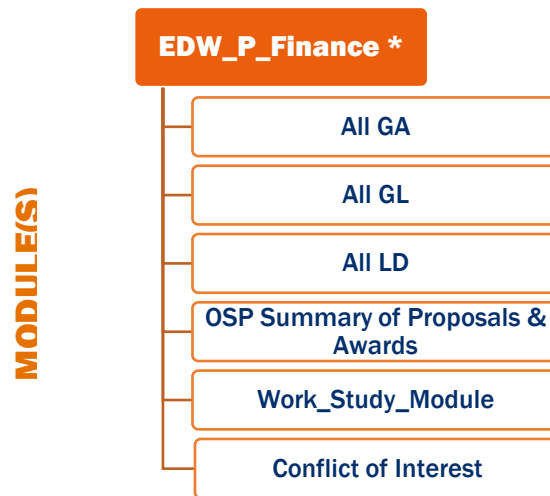


Requesting UBI Responsibilities in ESHARP

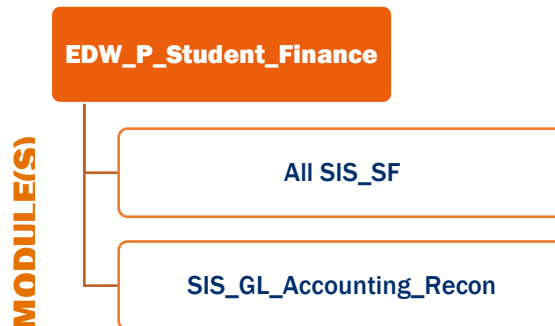
Access to UBI data requires the appropriate level of permission. Several different responsibilities grant access to certain modules in UBI. Responsibilities can be requested through [ESHARP](#) through the following process:

- Log in to [ESHARP](#)
- Select *University Business Intelligence* from the Application List
- Click **Request Add/Remove Access**.
- Click **New Request** and follow the prompts to request the appropriate responsibility(ies) for your desired module(s), according to the charts below.

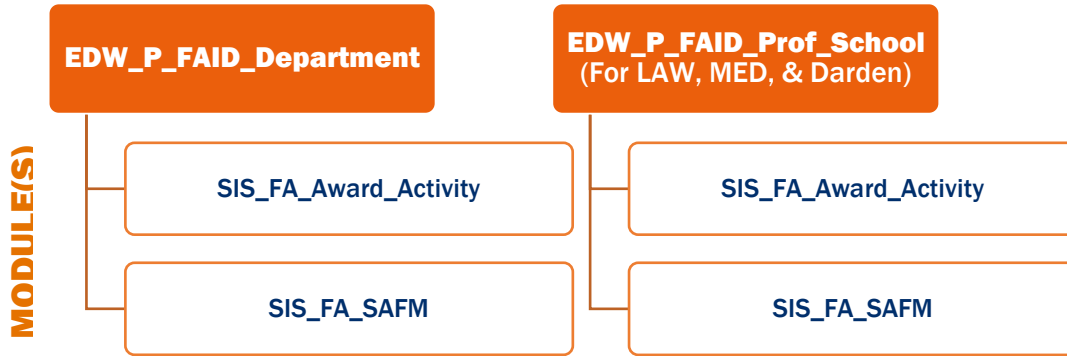
FINANCE RESPONSIBILITIES



SIS – STUDENT FINANCE RESPONSIBILITIES



SIS – FINANCIAL AID RESPONSIBILITIES



SIS – STUDENT RECORDS RESPONSIBILITIES



SIS – ADMISSIONS RESPONSIBILITIES



Associated Discoverer reports can be identified with the [Discoverer-to-UBI Report Mapping Document](#), available in the UBI Community

ESHARP Responsibility Mapping Guide

UBI to IS/SIS Responsibility Mapping

| Area | UBI Responsibility | Corresponding IS/SIS Responsibility | Description |
|-----------------|-------------------------------------|-------------------------------------|--|
| Finance * | EDW_P_Finance | N/A | Grants access to finance reports. |
| Student Finance | EDW_P_Student_Finance | UV SF Department Reporting | Information about Student Accounts, such as Tuition and Fees and other Charges and Payments. |
| Financial Aid | EDW_P_FAID_Department | UV FA Department Reporting | Used by individuals who do Financial Aid awarding at the departmental or school level (other than Law, Darden and Medicine). Includes SAFM data. |
| Financial Aid | EDW_P_FAID_Prof_School | UV FA School Reporting | Used by the professional schools (Law, Darden, Medicine) who have their own Financial Aid Offices. Includes all data from EDW_P_FAID_Department. |
| Student Records | EDW_P_SR_Non_Student | UV SR Unrestricted Reporting | Contains Course, Class, Instructor information primarily. No student-identifiable information. |
| Student Records | EDW_P_SR_Ltd_Student | UV SR Non Acad User Reporting | Includes all data from EDW_P_SR_Non_Student and some student-identifiable data. Typically used by auxiliaries and other offices that have a need for some information about students, but no need for such things as grades and GPA. |
| Student Records | EDW_P_SR_Full_Student | UV SR Acad User Reporting | Will include all Student Records data and reports that are created in UBI. |
| Admissions | EDW_P_Admissions UGRD Admissions | UV AD Applicant Reporting | Includes data from the SIS Admission module. UBI currently only has data for Undergraduate Admissions. Additional responsibilities to represent the different Application Centers will be added as new modules become available. |

* Access to data is now only granted through UBI.