Connecting to TM1 (Training)

1. On the Desktop, double-click the **Perspectives** icon.
2. In Microsoft Excel, on the TM1 tab, click **Connect**.

   The Connect to TM1 Server Dialog appears.
3. From the Server ID drop-down menu, select **spu training.**
4. In the Client ID field, type `admin`.

   Leave the Password field blank.
5. Click **OK**.
6. On the TM1 tab in Excel, click **Explorer**.

   The Server Explorer window opens.

Creating Dimensions

Remember that Dimensions must be built prior to creating Cubes.

1. In the Server Explorer window, right-click on **Dimensions** and select **Create New Dimension** from the context menu.

   The Dimensions Editor window opens.
2. In the right pane, right-click anywhere and select **Insert Element** from the context menu.
3. In the Insert Element Name field, enter a name for the element.
4. From the Element Type drop-down menu, select an element type (Simple, Consolidated, or Strings).
5. (Optional) In the Element Weight field, add a weight to the Element being added.
6. Click **Add** to the Inserted Elements list.
7. (Optional) Continue to add Elements to the Dimension.
8. Click **OK**.
9. On the toolbar, click Save () and name your Dimension.

Inserting Elements

1. In the right pane of the Dimension Editor window, right-click on an element and select **Insert Child Element** or **Insert Sibling Element** from the context menu.

   The Dimension Editor Insert dialog box appears.
2. In the Insert Element Name field, enter a name for the element.
3. From the Element Type drop-down menu, select an element type (Simple, Consolidated, or Strings).
4. (Optional) In the Element Weight field, add a weight to the Element being added.
5. Click **Add**.
6. (Optional) Continue to add Elements to the Dimension.
7. Click **OK**.

Arrange Elements in a Dimension

There are two ways to arrange the elements:

- Cut and paste
- Drag and drop

Creating Cubes

1. In the Server Explorer window, right-click on **Cubes** and select **Create New Cube** from the context menu.

   The Creating Cube window opens.
2. In the Cube Name field, enter a name for the new Cube.
3. In Available Dimensions list, select the Dimensions to add to the new Cube by double clicking or using the right arrow button.
4. After adding Dimensions to the new Cube, click the **Create Cube** button.

   If you forget to add a dimension to a cube, you must delete the cube and then recreate it.

Creating Cube Views

1. In the Cube Viewer, select a dimension and either swap it or stack it.
2. After you've refined your view, click **Save** () to save this view for future references.

   You will be able to select this view from the drop-down menu on the toolbar.

Creating a Subset

1. In the Cube Viewer, double-click on the dimension to open the Subset Editor.
2. Click the **Show All** button ().
3. Click the Hierarchy **Sort** button ().

   Because you're working with subsets of elements, you want to ensure that you're seeing a true representation of the elements in the dimensions.
4. Filter the elements by Level or Wildcard.
5. Click **Save**.

Filtering in the Subset Editor

1. On the toolbar, do one of the following:
   a. Click the **Filter by Level** button ().
   b. Click the **Filter by Wildcard** button ().
2. In the dialog box, select a Level and click **OK**.

Viewing Cube Data

1. On the toolbar, click the **Automatic Calculate** button () to see the data.
2. Click on a dimension and select an element from the drop down.
3. Double-click on a dimension to filter it to only show leaf level elements.

   The Subset Editor window opens.
4. Filter your data by clicking any of the filter buttons on the toolbar.

Entering Cube Data

1. In the Cube Viewer, move (stack or swap) your dimensions around as necessary to clean up the data entry view.
2. Double-click in a cell to initiate edit mode.
3. Do one of the following:
   a. Enter data manually.
   b. Right-click in the cell intersection, select **Data Spread** and one of the choices from the context menu, and then click **Apply**.

Slicing a View into a Worksheet

When you create a Slice, TM1 generates a worksheet populated with functions. These functions display the current database values in the worksheet. The functions are bi-directional; therefore, they retrieve and display the current cube values and when you update a value in the worksheet, the function also sends the new value to the appropriate cube.

1. Open or create a view in the Cube Viewer.
2. On the toolbar, click the **Slice** button ().

   The view is sliced into a new Excel worksheet.

   Row 1 contains information about the cube that supplies the slice data. Row 2 contains information about the title dimensions and elements.

Taking a Snapshot of a View

A snapshot is not tied to the TM1 cube from which it originates. It is, as the name implies, a "picture" of cube values at a point in time. Any subsequent changes you make the cube values are not reflected in the snapshot.

1. Open or create a view in the Cube Viewer.
2. On the toolbar, click the **Snapshot** button ().

   The view is copied into a new Excel worksheet.