



DEPARTMENT OF HUMAN SERVICES
SENIORS & PEOPLE WITH DISABILITIES
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INFORMATION MEMORANDUM
SPD-IM-02-055
Date: September 27, 2002

TO: Area Agency on Aging Directors CHS SDA Managers
CHS/AAA Field Managers and Staff CHS SDA Assistant Managers
SPD Managers and Staff CHS Central Office Managers

SUBJECT: OR-BIT Brio Server Upgrade

INFORMATION:

For more information on OR-BIT, including directions on logging in to the OR-BIT web site, see SPD-IM-020-25 (<http://www.sdsd.hr.state.or.us/transmit/im/im02025.pdf>).

The OR-BIT server has been upgraded to version Brio version 6.6 the evening of September 12, 2002.

When OR-BIT was first released, the Brio server that is used to deliver the reports through the web site (www.or-bit.net) was operating on version 6.0 of the Brio software. Many users experienced problems viewing the reports. To remedy this problem DHS has upgraded the Brio server software to version 6.6. You must upgrade your version of Brio Freeview in order to view the OR-BIT reports. This should resolve many of the issues experienced with the earlier version.

To install the latest version of Brio Freeview:

Open your Internet browser up and navigate to www.or-bit.net. You know you have arrived at the right place when you see the State Seal and a welcome message

Click on "Click To Enter" at the bottom of the page to enter. Enter your Username (your RACF ID) and password and press Enter or click on the Login button to enter OR-BIT. You might have to wait a minute...

Before anything else, you will have to respond to a pop-up window entitled “Installing Brio.Freeview”.

To install the latest version of Freeview™ follow the instructions below:

1. Click the begin Button on the Installing Brio Freeview window.
2. Wait for the files to download to your computer.
3. Click the yes button on the Security window.
4. When the installation is complete, click the OK button.
5. Click the Finish button on the Installing Brio Freeview window.
6. Proceed to selecting the desired report and click Launch Report. The Brio Intelligence version 6.6 screen should appear as the report is downloaded to your browser.

Brio Insight™ users should upgrade to version 6.6 to be compatible with the Brio server.

The current reports are:

Subject Area	Report Type	Report Name
CAPS	Standard Report	(S) Service Delivery Profile
CAPS	Standard Report	(S) OPI Service Delivery
CAPS	Standard Report	(S) Business Dashboard
CAPS	Standard Report	(S) Performance Dashboard
CAPS	Analysis Report	(D) Client Profile
CAPS	Analysis Report	(D) Client Needs
CAPS	Analysis Report	(D) OPI Client Profile
CAPS	Analysis Report	(D) OPI Client Needs
Employment Initiative	Analysis Report	(D) EPD Clients Report
Employment Initiative	Standard Report	(S) EPD Clients Report
Employment Initiative	Analysis Report	(D) EI Clients Report
Employment Initiative	Standard Report	(S) EI Clients Report
Employment Initiative	Analysis Report	(D) EI Client EI Service
Employment Initiative	Standard Report	(S) EI Client EI Service
Employment Initiative	Analysis Report	(D) EPD Client EI Service
Employment Initiative	Standard Report	(S) EPD Client EI Service
Employment Initiative	Analysis Report	(D) EI Adhoc Report
General Assistance	Analysis Report	(D) Benefit Application-A
General Assistance	Analysis Report	(D) Benefit Application-I
General Assistance	Analysis Report	(D) Case Applicant-A
General Assistance	Analysis Report	(D) Case Applicant-I
OAA	Standard Report	(S) OAA Provider
OAA	Standard Report	(S) OAA Provider Site

Subject Area	Report Type	Report Name
Performance Measures	Analysis Report	(D) People are Safe
Performance Measures	Analysis Report	(D) Admin OPI
Performance Measures	Analysis Report	(D) Admin OAA - Service
Performance Measures	Analysis Report	(D) Admin OAA - Qualifier
Performance Measures	Analysis Report	(D) Admin OAA - Meal Site
Performance Measures	Analysis Report	(D) Admin OAA - Provider
Performance Measures	Analysis Report	(D) Admin OAA - Site/Provider
Performance Measures	Analysis Report	(D) Admin OAA - Accounting

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