Training Materials & Resources

There are a number of resources and training materials available for people who use tools to access University data. Additionally, the University of Maine System has developed and compiled training materials for the PeopleSoft Query tool. Click on the resources below to see what is available, or try the search bar at right. For questions please contact DARTS@maine.edu

<table>
<thead>
<tr>
<th>Power BI Overview</th>
<th>PeopleSoft Query Training</th>
<th>Excel Tips</th>
<th>Institutional Research (IR)</th>
<th>External Education &amp; Reporting Resources</th>
<th>Discoverer Migration Project</th>
</tr>
</thead>
</table>
| Information and resources for Power BI. | • Beginner PS Query  
• Intermediate PS Query  
• Advanced PS Query  
• Data Access Requests  
• PS Query Best Practices  
• Troubleshooting PS Query  
• Training for Functional Areas | User tips for accurately displaying data exported from different tools | • Creating and Managing a Retention Cohort Group  
• Institutional Research, Reporting, and Assessment Knowledgebase  
• Reporting Standards & Practices | These are external organizations with whom we share data for internal analysis and reporting to the wider public. Find links to current instructions, definitions, and due dates. | • Overview  
• Frequently Asked Questions  
• Discover Migration Project Team Members |

<table>
<thead>
<tr>
<th>Process Documents</th>
<th>UMS PS Query Users' Forum</th>
<th>SQR Support</th>
<th>Database (MaineStreet) Resources</th>
<th>CS Resources</th>
<th>HR Resources</th>
<th>Financials Resources</th>
</tr>
</thead>
</table>
| Step-by-step instructions to ensure proper data entry. | Join us! If you're not already a member, request access and join over 200 UMS PS Query users! Get helpful tips, ever-expanding resources, and collaborate with others working in the UMS data. | Join our SQR Programmers' Group  
How to run SQR Runner jobs  
How to Run an SQR Report | Information and resources for using the Data Cookbook. | • Personalizing your MaineStreet Experience  
• Financial Aid Resources  
• MaineStreet Training Tools - use cautiously | • MaineStreet Training Tools - use cautiously  
• MaineStreet HR Home Website  
• HR Date Definitions | • MaineStreet Training Tools - not in use  
• Maine.edu Website Resources for Financials  
• MaineStreet Financials IT Home Website (Confluence) |