SAS VA mobile device setup
(Screen shots below are from an iPad – appearance of the screen may differ slightly using another device)

1. Download the SAS Mobile BI app for your device.
   - The link to this app for iPhones and iPads is: https://itunes.apple.com/us/app/sas-mobile-bi/id511030524?mt=8
   - The link to this app for Androids is: https://play.google.com/store/apps/details?id=com.sas.android.bimobile&hl=en

2. Ensure a Wi-Fi connection with UofL’s secure network.

3. Launch the app on your device. A connection needs to be established to UofL’s SAS VA server. This connection needs to be established the first time the app is used. Future use of the app will not require the connection to be established.

4. Click “Add” in the upper left hand corner.

5. A list of server connections will appear. By default, the only existing connection will be SAS Demo Server. Click “Add” in the lower left corner.
6. In the “Add Connection” pop-up window, enter the server and port information. The server is saspub@louisville.edu. The port is 8343. The “secure connection” should be selected. Log on as guest should be selected. Click “Done”.

7. After clicking “Done”, the server will be added. To navigate to UofL’s public reports, click the “Shared Data” folder and then “External Reports”.
8. A list of all publicly available SAS VA reports will appear.

9. To view a report, click on the report title and select the “+” sign in the pop-up window to “subscribe” to the report. A green checkmark will appear next to the report title in the list of reports. Click on the report title again and select “OPEN” to view the report. Users only need to “subscribe” to the report the first time it is accessed. After the user is subscribed to a report, “OPEN” will be the default option. Once you subscribe to a report, you will receive a notification every time the report is updated.