# Report Mart

March 15, 2012

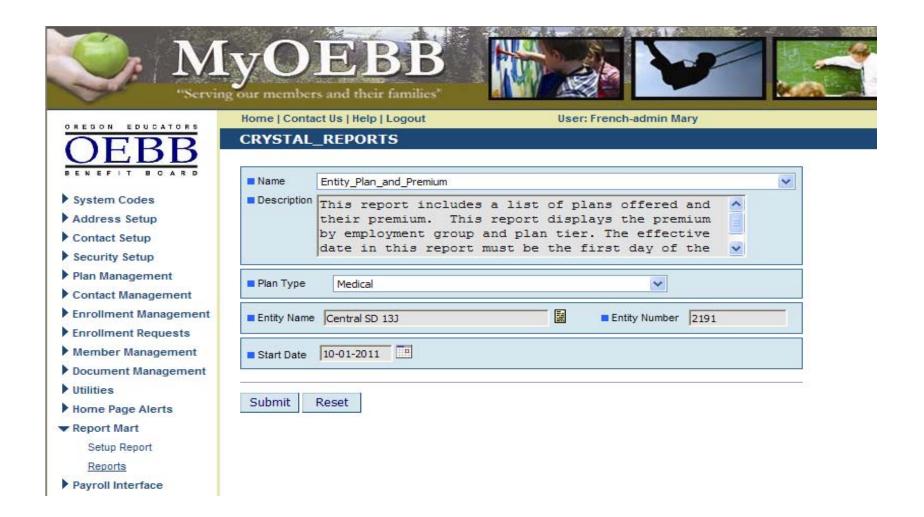
# Getting Started

- Access reports at:
- https://myoebb.org/oebb/!bms.main

- Access Webinar at:
- https://oregon.ilinc.com/join/xcxkcvm

## Overview

- Access Report Mart
- Entity Plan And Premium
- Beneficiary Report
  - Parameters
  - View
  - Export
  - Save



- Locate report mart under the left hand navigation
- Select Reports
- Entity\_Plan\_and\_Premium or Entity\_Beneficiary\_Report



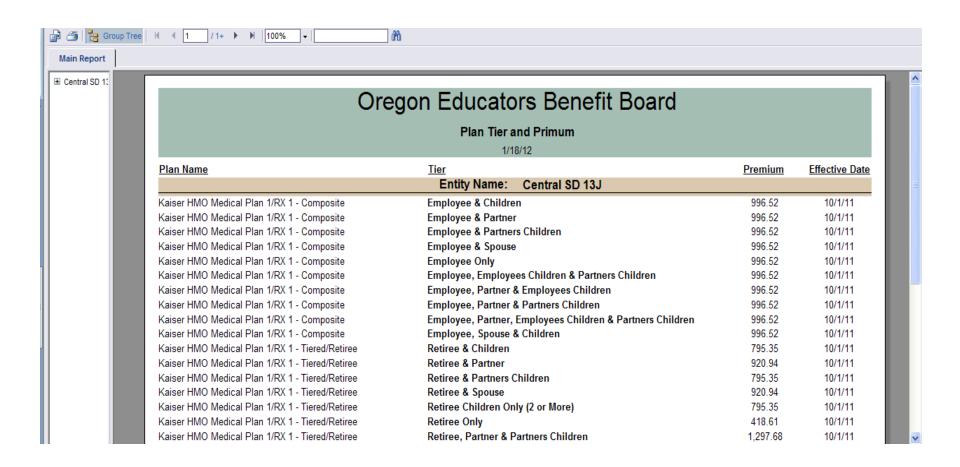
3/14/2012 5



- Click on continue
- Depending on the type of report you selected this process may take time. Do not click continue a second time or it will start the process over again.

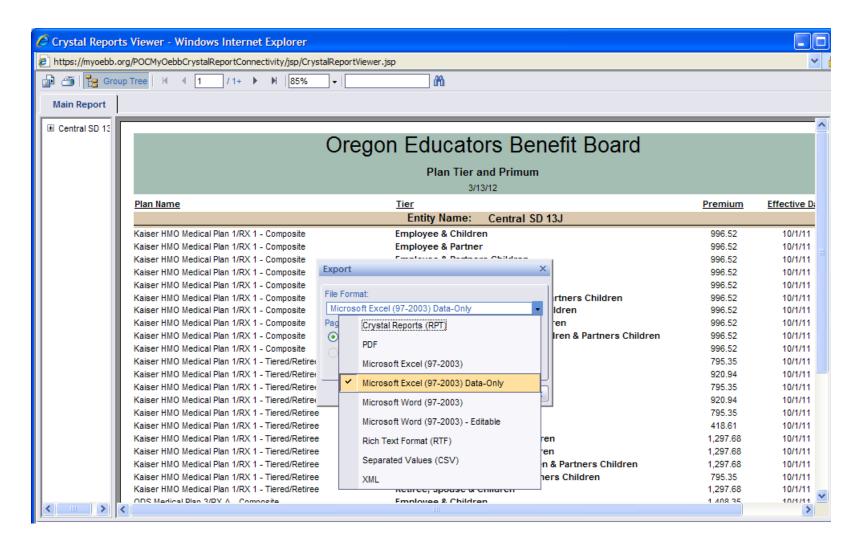
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#### Report Results



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## Print or Save



# Report Demonstration

- New report added to Report Mart
  - Beneficiary Report

- Navigate Report Mart
  - Select report
  - Review report description
  - Enter any required parameters

#### Entity\_Beneficiary\_Report

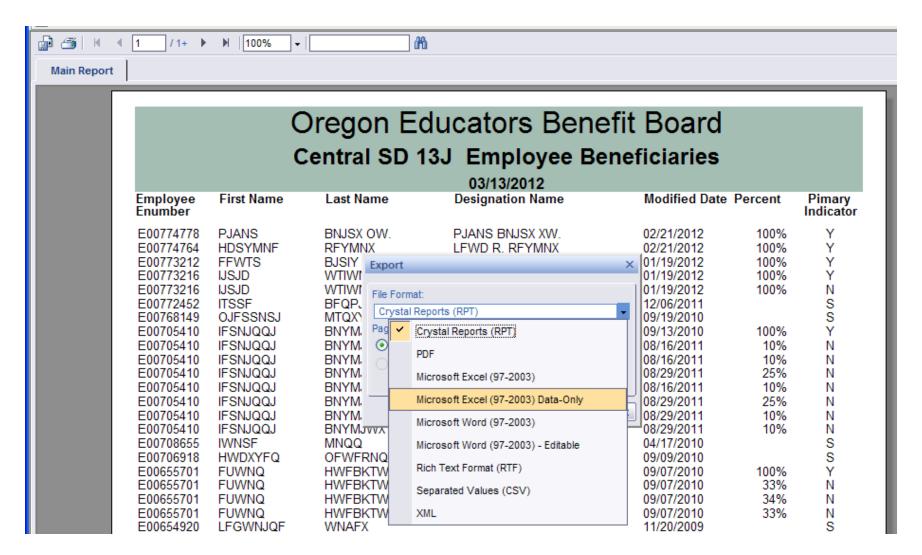


### Beneficiary Report Example

Oregon Educators Benefit Board Central SD 13J Employee Beneficiaries													
							Employee Enumber	First Name	Last Name	Designation Name	Modified Date	Percent	Pimary Indicator
							E00774778	PJANS	BNJSX OW.	PJANS BNJSX XW.	02/21/2012	100%	Υ
E00774764	HDSYMNF	RFYMNX	LFWD R. RFYMNX	02/21/2012	100%	Υ							
E00773212	FFWTS	BJSIY	GNFSHF I. BJSIY	01/19/2012	100%	Y							
E00773216	IJSJD	WTIWNLZJE	FUWNQ WTIWNLZJE	01/19/2012	100%	Y							
E00773216	IJSJD	WTIWNLZJE	LNF WTIWNLZJE	01/19/2012	100%	N							
E00772452 E00768149	ITSSF OJFSSNSJ	BFQPJW MTQXYFI		12/06/2011 09/19/2010		S S							
E00705410	IFSNJQQJ	BNYMJWX	YWFANX BNYMJWX	09/13/2010	100%	Y							
E00705410	IFSNJQQJ	BNYMJWX	FSIWJF XHMJWJ	08/16/2011	100%	Ň							
E00705410	IFSNJQQJ	BNYMJWX	GWFSID GNXMTU	08/16/2011	10%	Ň							
E00705410	IFSNJQQJ	BNYMJWX	RFWP GNXMTU	08/29/2011	25%	Ñ							
E00705410	IFSNJQQJ	BNYMJWX	RNHMFJQ FSS GNXMTU	08/16/2011	10%	N							
E00705410	IFSNJQQJ	BNYMJWX	WTGNS MJQJS GNXMTU	08/29/2011	25%	N							
E00705410	IFSNJQQJ	BNYMJWX	PFQN BNYMJWX	08/29/2011	10%	N							
E00705410	IFSNJQQJ	BNYMJWX	PTGJ BNYMJWX	08/29/2011	10%	N							
E00708655	IWNSF	MNQQ		04/17/2010		S							
E00706918	HWDXYFQ	OFWFRNQQT		09/09/2010		S							
E00655701	FUWNQ	HWFBKTWI	WTSFQI HWFBKTWI	09/07/2010	100%	Υ							
E00655701	FUWNQ	HWFBKTWI	XFRZJQ O. TWTEHT	09/07/2010	33%	N							
E00655701	FUWNQ	HWFBKTWI	XMJWJJ X. ITSTMZJ	09/07/2010	34%	N							
E00655701	FUWNQ	HWFBKTWI	YWTD I. ITSTMZJ	09/07/2010	33%	N							
E00654920 E00654860	LFGWNJQF UMNQNU	WNAFX XJWKQNSL		11/20/2009 09/14/2011		S S							
E00654660 E0065117/	DEWO IS I	REQUENT	REWR E RECOERT	09/14/2011	100%	5 V							

Blank Designation Name = "Standard Designation" on de-identified report only.

#### **Export Report**



Click on Save and Select Document Type

#### **Questions and Answers**

## Conclusion

- Select Report from Report Mart
- Review Description
- Input Parameters
- Run Report
- Export Report
- Contact OEBB Reports for Report Needs

### **Contact Information**

### Direct Report Requests or Questions to:

oebb.reports@state.or.us

Non-Report Questions
Contact OEBB Member Services toll-free at:

1-888-4MyOEBB (1-888-469-6322)

Email: <u>oebb.benefits@state.or.us</u>