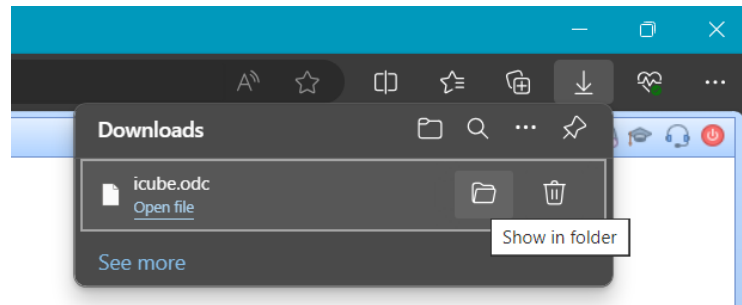


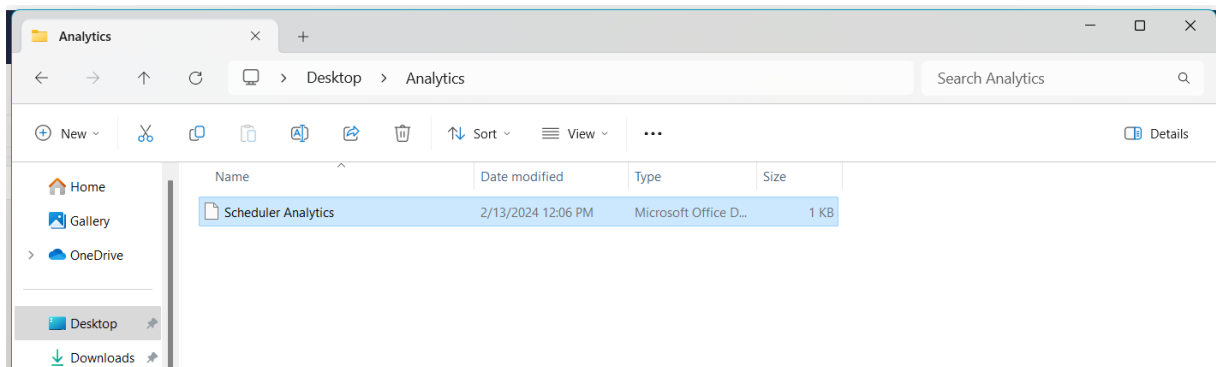
# Connecting an Existing Analytics Report to a New Local Connection File

Last Modified on 02/13/2024 12:25 pm EST

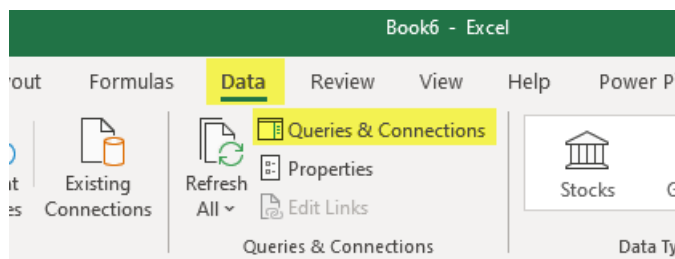
1. In iSalus, navigate to **Reports**.
2. Click **Scheduler Analytics**.
3. A pop up will appear for downloads – **hover over and click Show in folder** .



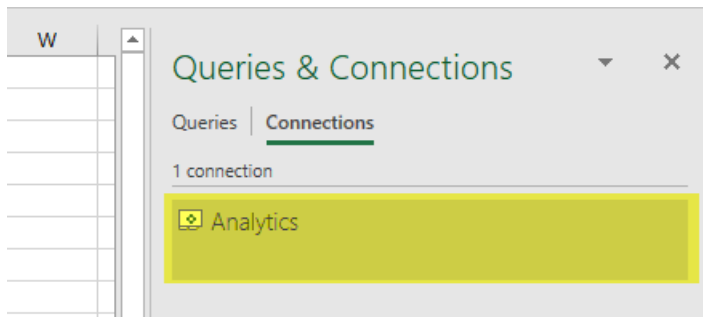
4. Move the icube.odc to the desired save location. Also, rename as needed for easy identification. **Be sure not to change the file type.**



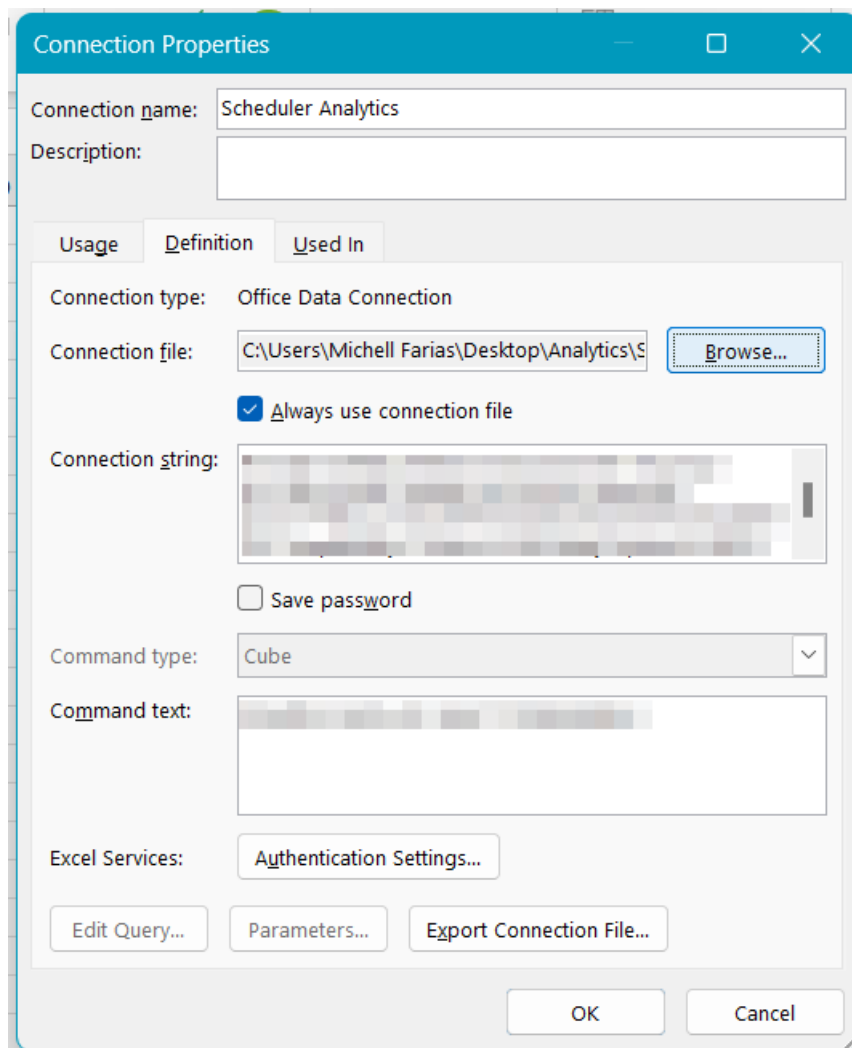
5. Open the report that you're wanting to connect to the cube on your own machine. At the top of the screen, click **Data**, then **Queries and Connections**:



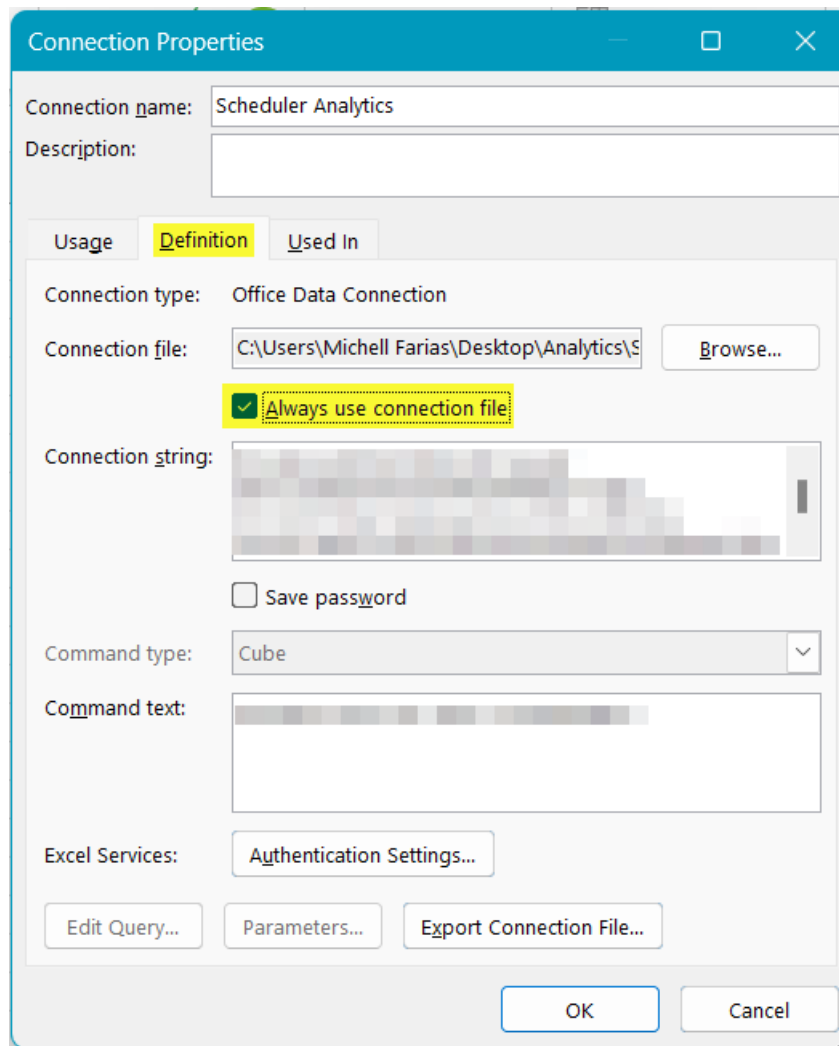
6. You will see a connection in the right-hand pane. **Double-click** this connection:



7. In the **Definition** tab of the Connection Properties, use the **Browse** button to navigate to where you have saved your local connection file, and select it.



8. Back in the **Definition** tab, ensure that the **Always use connection file** box is checked (clicking **Yes** for confirmation), and click **OK**:



9. At this point you can save your report, preferably in the same folder as the connection file. If you ever move the connection file, you may need to modify the Connection file property in the Connection Properties window shown above.
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