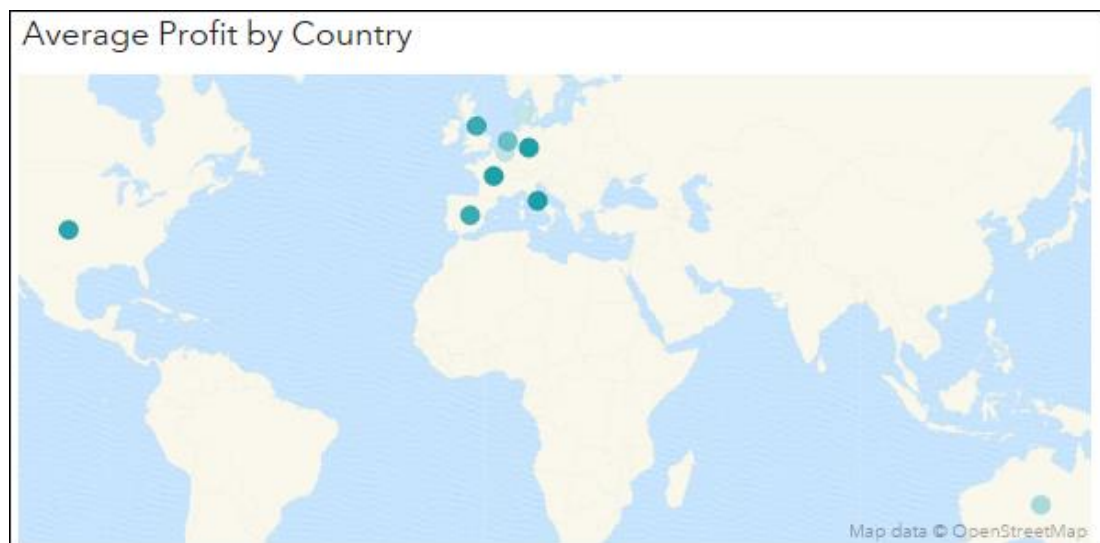


1. Creating a Simple Report

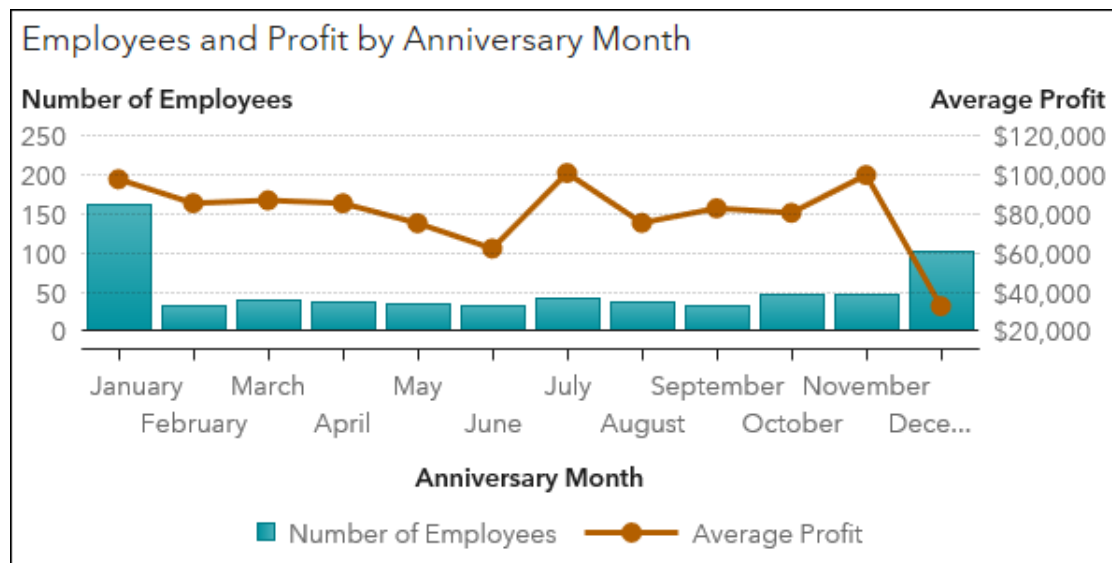
- a. From the browser window, sign in to SAS Viya for Learners.
- b. Open the **VA1- Exercise4.1** report from the **SAS Content/Courses/YVA183/Basics/Exercises (HR)** folder.
 - 1) Navigate to **SAS Content/Courses/YVA183/Basics/Exercises (HR)**.
 - 2) Right-click **VA1- Exercise4.1** and select **Edit**.
- c. Create a geo map, to the left of the bar chart. Modify options for the geo map.
 - 1) In the left pane, click the **Objects** icon.
 - 2) Drag the **Geo Map** object, from the Graphs group, to left side of the canvas.
 - 3) In the right pane, click the **Options** icon.
 - 4) In the Object group, enter **Average Profit by Country** in the **Name** field.
 - 5) Select **Custom title** for the **Title** field.
 - 6) Enter **Average Profit by Country** in the **Title** field.
 - 7) In the Map group, select **Coordinates** for the **Type** field.
 - 8) In the Legend group, select **Off** for the **Visibility** field.
- d. Assign data items to the specified roles.
 - 1) In the right pane, click the **Roles** icon.
 - 2) For the Category role, select **Add** ⇒ **Employee Country**.
 - 3) For the Color role, select **Add** ⇒ **Average Profit**.
 - 4) For the Data tip values role, select **Add** ⇒ **Number of Employees** and click **OK**.


The updated geo map should resemble the following:



- e. Create a dual axis bar-line chart at the bottom of the canvas.
 - 1) In the left pane, click the **Objects** icon.
 - 2) Drag the **Dual Axis Bar-Line Chart** object, from the Graphs group, to the bottom of the canvas.
 - 3) In the right pane, click the **Roles** icon.
 - 4) For the Category role, select **Add** ⇒ **Anniversary Month**.
 - 5) For the Measure (bar) role, select **Add** ⇒ **Number of Employees**.
 - 6) For the Measure (line) role, select **Add** ⇒ **Average Profit**.
- f. Modify options for the dual axis bar-line chart.
 - 1) In the right pane, click the **Options** icon.
 - 2) In the Object group, enter **Employees and Profit by Anniversary Month** in the **Name** field.
 - 3) Select **Custom title** for the **Title** field.
 - 4) Enter **Employees and Profit by Anniversary Month** in the **Title** field.
 - 5) In the Line group, select **Markers**.
- g. Sort the bars. In the dual axis bar-line chart, right-click **Anniversary Month** on the horizontal axis and select **Sort** ⇒ **Anniversary Month: Ascending**.

The dual axis bar-line chart should resemble the following:



- h. Save the report in **My Folder**.
 - 1) To save the report, click  (**Menu**) in the upper right corner and select **Save As**.
 - 2) Navigate to **My Folder**.
 - 3) Click **Save**.