

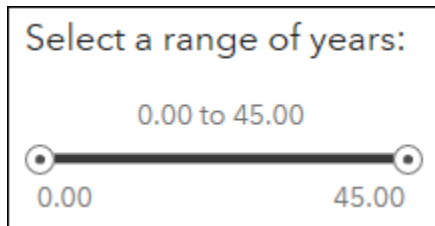


#### 4. Working with Hidden Pages and Links

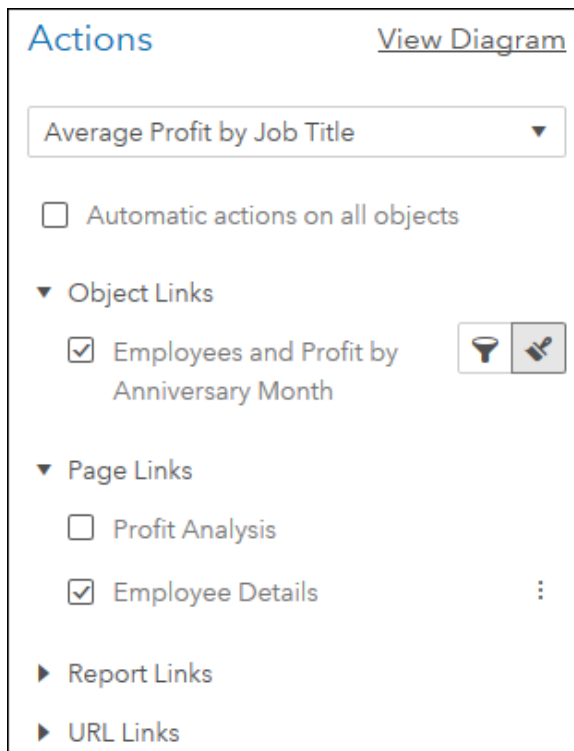
- a. From the browser window, sign in to SAS Viya for Learners.
- b. Open the **VA1- Exercise4.2c** report from the **SAS Content/Courses/YVA183/Basics/Exercises (HR)** folder.
  - 1) Navigate to **SAS Content/Courses/YVA183/Basics/Exercises (HR)**.
  - 2) Right-click **VA1- Exercise4.2c** and select **Edit**.
- c. Hide **Page 3** and rename the page as **Employee Details**.
  - 1) Click **Page 3** to make it active.
  - 2) Click  (**Options**) and select **Hide page** to make the page hidden.
  - 3) Double-click the **Page 3** heading to make it editable.
  - 4) Enter **Employee Details** and press Enter.
- d. Add a page prompt to the Employee Details page that uses a slider control to select a range of years of service.
  - 1) On the Employee Details page, click  (**Options**) and select **Expand page controls**.
  - 2) In the left pane, click the **Objects** icon.
  - 3) Drag **Slider**, from the Controls group, to the **Drop a data item or control to create a page prompt** area.
  - 4) In the right pane, click the **Roles** icon.
  - 5) For the Measure/Date role, select **Add ⇒ Years of Service**.
- e. Modify options for the slider control.
  - 1) In the right pane, click the **Options** icon.
  - 2) In the Object group, enter **Years of Service Selector** in the **Name** field.
  - 3) Select **Custom title** for the **Title** field.
  - 4) Enter **Select a range of years:** in the **Title** field.
  - 5) In the Slider group, select **Set fixed range**.
  - 6) Enter **0** in the **Minimum** field.
  - 7) Enter **45** in the **Maximum** field.
  - 8) In the slider control, move the left and right arrows to select the entire ranges of years.

The slider control should resemble the following:



- f. Add a page link from the bar chart on the Employee Analysis page to the Employee Details page.
  - 1) Click the **Employee Analysis** page to make it active.
  - 2) Click the bar chart to make it active.
  - 3) In the right pane, click the **Actions** icon.
  - 4) On the Actions pane, expand **Page Links**, if necessary.

The Actions pane should resemble the following:




- g. 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**.
- h. View the report and answer the questions.
  - 1) In the upper right corner, click (**Menu**) and select **View report**. The report opens in the Report Viewer.

## 2) Answer the questions.

How many employees retired in Italy with the Sales Rep. III job title?

**Answer: Two employees (Giulia Buonocunto and Giuseppe Franco Scoditti)**


Employee Information				
Name ▲	Company	Job Title	Annual Salary	Total Profit
Giulia Buonocunto, Ms	Orion Italy	Sales Rep. III	\$29,555.00	\$51,603.44
Giuseppe Franco Scoditti, Mr	Orion Italy	Sales Rep. III	\$30,460.00	\$44,768.20
			Sum: \$60,015.00	Sum: \$96,371.64

- On the Employee Analysis page, select Retired in the Employee Status Selector (report prompt).
- In the geo map, click the IT coordinate.
- Double-click the Sales Rep. III bar on the bar chart.
- Click  (Maximize view) in the upper right corner of the info window. In the Employee Details window, the list table lists the employees that meet these criteria:
- Click Close to close the Employee Details window.

Management has decided to start promotions with active employees in the United States with the Sales Rep. I job title. Of the active employees with 25 or more years of service, how many generate a total profit more than \$200,000?

**Answer: Five employees**

Employee Information				
Name	Company	Job Title	Annual Salary	Total Profit ▼
Ray Abbott, Mr	Orion USA	Sales Rep. I	\$25,660.00	\$371,506.09
Eric Michonski, Mr	Orion USA	Sales Rep. I	\$26,990.00	\$280,590.08
Donald Court, Mr	Orion USA	Sales Rep. I	\$27,100.00	\$271,089.42
Tachaun Voron, Mr	Orion USA	Sales Rep. I	\$25,125.00	\$260,146.86
Glorina Myers, Ms	Orion USA	Sales Rep. I	\$26,025.00	\$220,995.63

- On the Employee Analysis page, select Active in the Employee Status Selector (report prompt).
- In the geo map, click the US coordinate.
- Double-click the Sales Rep. I bar on the bar chart.
- Click  (Maximize view) in the upper right corner of the info window.
- In the Years of Service Selector, click the circle on the left and enter 25 as the value and press Enter.
- In the list table, click the Total Profit heading twice to sort in descending order.
- Click Close to close the Employee Details window.

i. Close the report.