ASSETMINDER
FLEET MAINTENANCE SOFTWARE

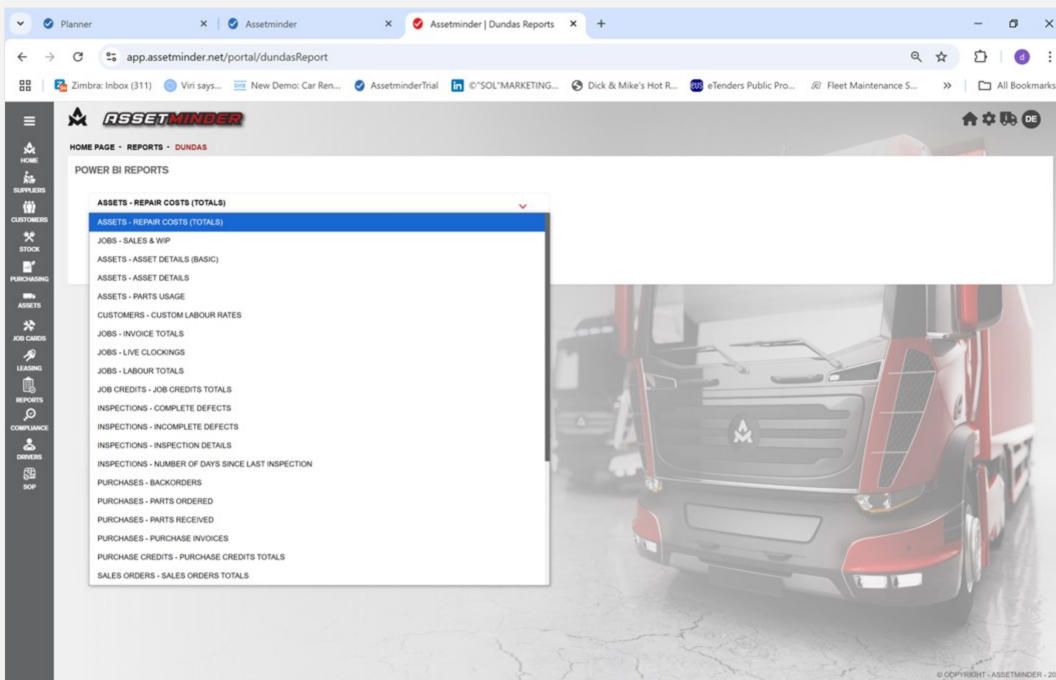| Subject :	Access to Power BI Reports for Other Users
Update ref	V.1.00
Date:	02.12.2024

ASSETMINDER
FLEET MAINTENANCE SOFTWARE

ASSETMINDER
WORKSHOP
MANAGEMENT
SPECIALISTS

Once the Assetminder support team have provided access to Assetminder's new reports function via Microsoft Power BI, you will now be able to provide access to other users in your enterprise by following these simple steps.

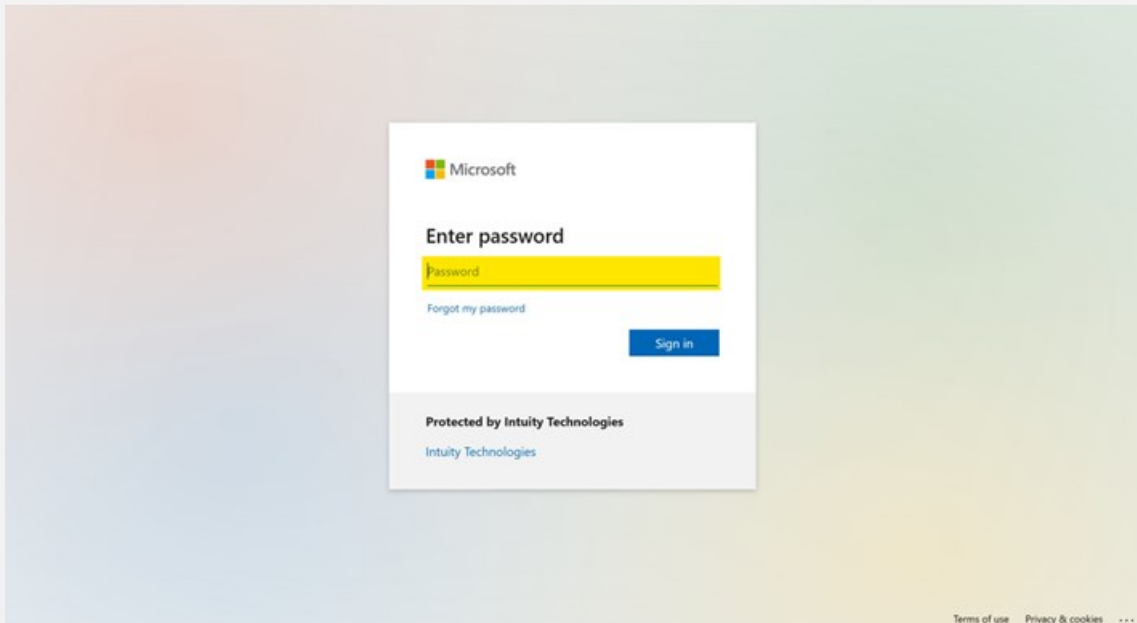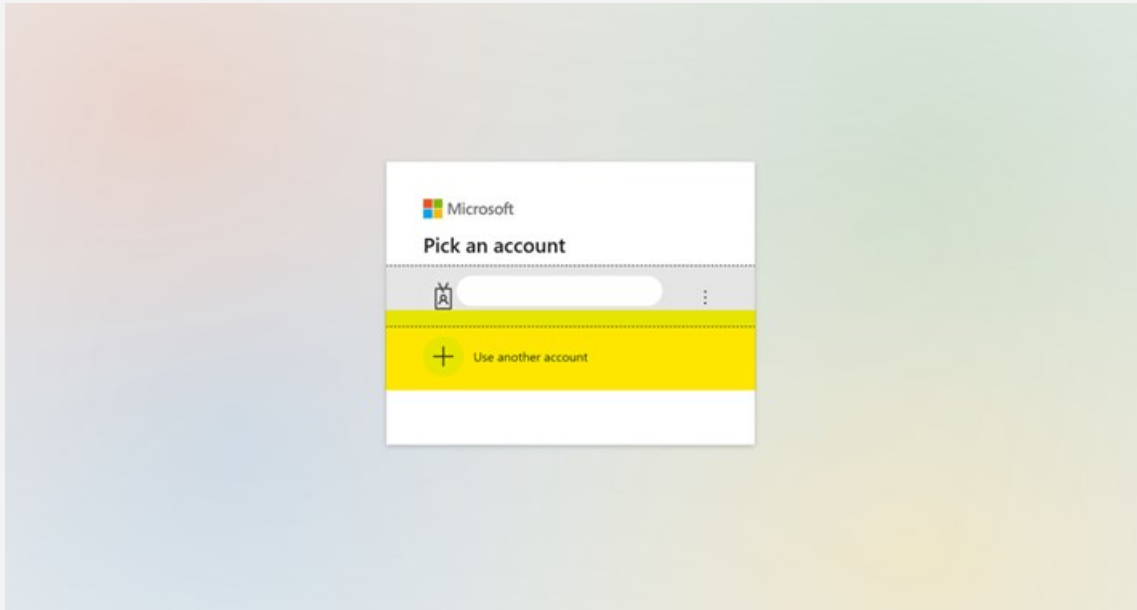To find reports in Assetminder, click on Business Intelligence tile.

When another user needs to run a report in Assetminder they can select the desired template from drop down menu as normal and click Open.

They will be prompted to log into Microsoft Power BI, either as a new user or current user. As a new user, add the user address and password as provided by the Assetminder Support team (e.g. bi.enterprise@assetminder.net). If recognized as current user, select 'Use another account', then enter the provided username and password.

The browser will now prompt the user to save the new password and ask whether to stay signed in. Select Yes in both cases.