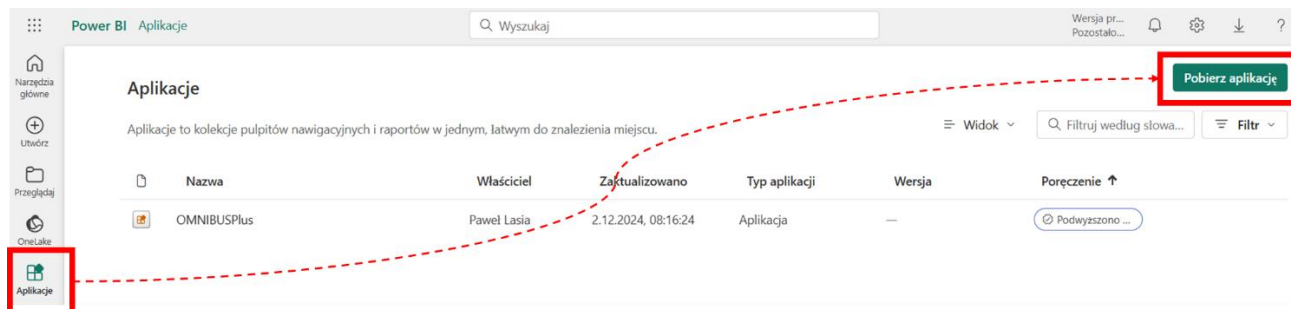


INSTALLATION INSTRUCTIONS FOR THE OMNIBUS PLUS APPLICATION IN POWER BI

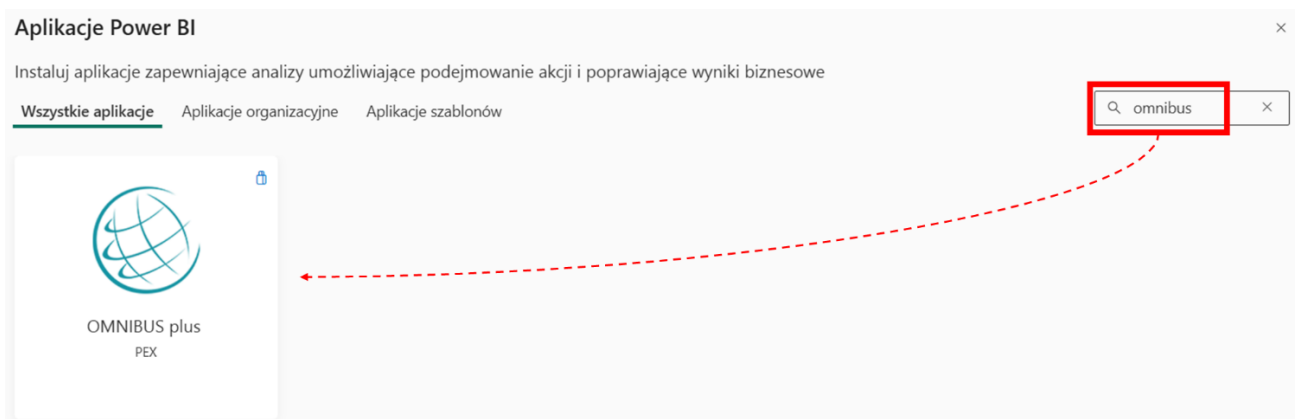
Please note that in order to install the application from Microsoft AppSource, you will need the appropriate user rights within your company's Microsoft lease and Power BI service. You should contact the relevant Administrator/IT Department in your company for support in this regard. We recommend that the installation of the application and its sharing within the organisation is coordinated by one person with the appropriate permissions.

1. DOWNLOADING OMNIBUS PLUS FROM APPSOURCE

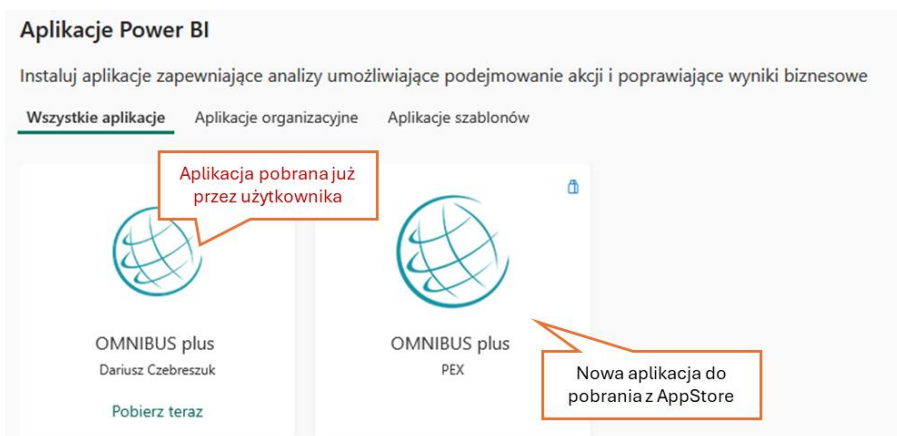
Downloading the **OMNIBUS plus** application from Microsoft AppSource inside the Power BI website is possible in the "Applications" section, where the "Download application" button must be selected.



Search for the **OMNIBUS** plus application from PEX, e.g. by entering the keyword "omnibus" in the search engine.



Please note, if different OMNIBUS plus applications appear in the search, this means that the application has already been downloaded by the same or another user. Do not install multiple versions of the same application. In such a situation, you can install an existing one in your organisation (below the name it is indicated who downloaded and shared the app internally) or contact the service administrator.



If you download from AppSource for the first time, a page with a description of the application will be displayed.

AppSource

Aplikacje dla Power BI

< Aplikacje



OMNIBUS plus

PEX

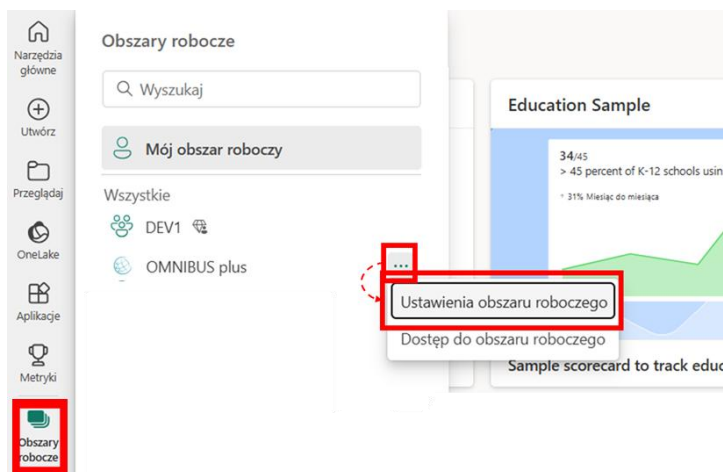
★★★★★ (0) [Napisz recenzję](#)**Przegląd**[Oceny i recenzje](#)

Kompleksowy raport sprzedażowy dla rynku farmaceutycznego na podstawie panelu aptek.
This application is available only in Polish language.

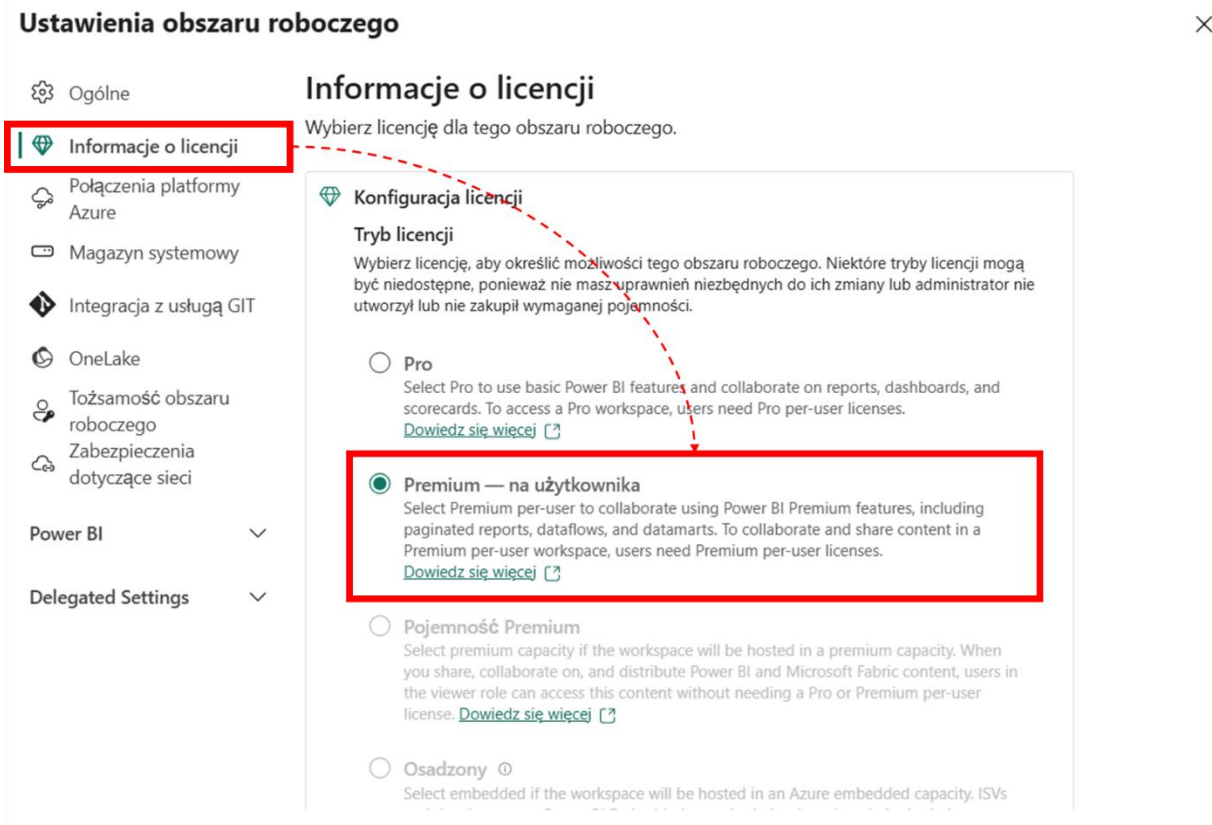
Pobierz Teraz

2. SETTING UP A NEW APP AND ITS WORKSPACE

Once the application has been installed from AppSource, the **OMNIBUS plus** workspace will appear in the PowerBI service. Before refreshing the data, ensure that the workspace has a **Premium Per User licence** assigned to it (this is indicated by the diamond icon next to the workspace name). If the workspace is not assigned a Premium licence, go to the workspace settings (hover over the workspace name and click on the dots - "Workspace settings").



In the workspace settings, you need to go to the second tab - Licence information. In the licence configuration window, click Edit and select "Premium - per user" (or "Premium capacity"/"Backbone capacity" for organisations using Power BI capacity licences). Confirm with the green "Select licence" button.

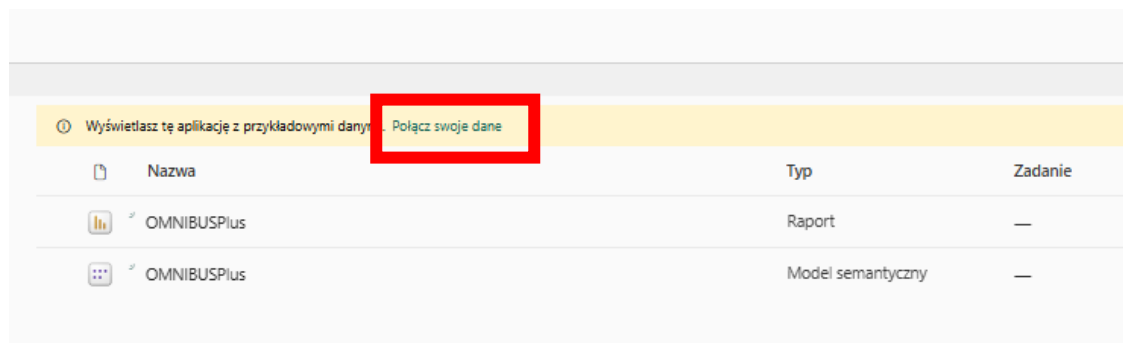


In the list of workspaces, the installed workspace should have a diamond icon next to its name.



3. CONNECTING TO THE DATABASE (DATA UPDATE)

Before proceeding, it will be necessary to connect the data for the application. To do this, enter the workspace and click on the "Connect your data" button on the yellow bar. The bar will remain visible until you have completed the data connection process, which must be done once after installing the application.



In the pop-up window, enter the parameters:

- Server: *[address provided by PEX when purchasing the data]*.
- Database: *[name provided by PEX when purchasing the data]*.

We then expand the Advanced option and disable the option "Automatically refresh my data every day at midnight". The Omnibus system database is refreshed once a month, on a customised cycle. PEX informs you of the database update in a separate communication - in this situation, the administrator looking after the application in the client environment manually triggers the refresh to get the data as early as possible. If a daily update is necessary, it should be set to a time between 2:00 and 21:00 to avoid a maintenance interruption to the server. Otherwise, the refresh process may communicate a data download error (which does not prevent the use of data already loaded). For more information, please contact PEX.

Zaawansowane ^

Automatycznie odświeżaj moje dane codziennie (o północy)

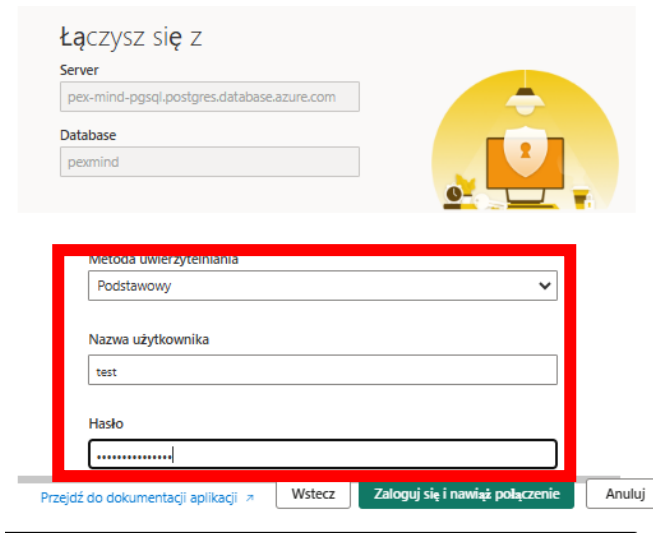
☐ Włączony

[Przejdź do dokumentacji aplikacji ↗](#)

[Dalej](#)

[Anuluj](#)

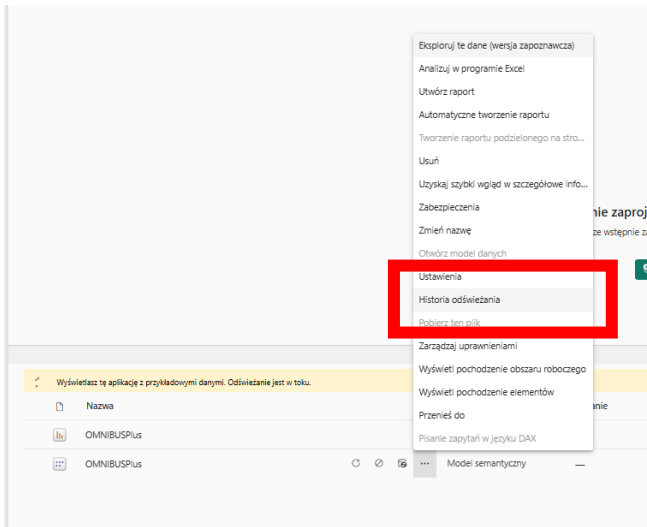
Next, click Next and enter the username and password for the database server. **The login and password are provided by PEX.** Fill in as below and click 'Log in and establish a connection'.



The semantic model of the application will be refreshed. The process takes approximately 20-60 minutes, depending on the scope of the data. The ongoing refresh process is indicated by a spinning wheel in the "Refreshed workspace" column.

OMNIBUSplus - aplikacja w ...	1.12.2024, 18:35:43
OMNIBUSplus - aplikacja w ...	1.12.2024, 18:35:43

You can also open the refresh history. To do this, hover the mouse over the semantic model, click on the dots and select "Refresh history".



A window will appear with information about the refresh history of the model. Unfinished refresh processes have the status "*In progress*".

Historia odświeżania

×

Zaplanowane

OneDrive

Direct Lake

Integracja z usługą OneLake

Szczegóły	Typ	Uruchom	Koniec	Stan	Komunikat
Pokaż	Na żądanie	1.12.2024, 18:52:21		W toku	

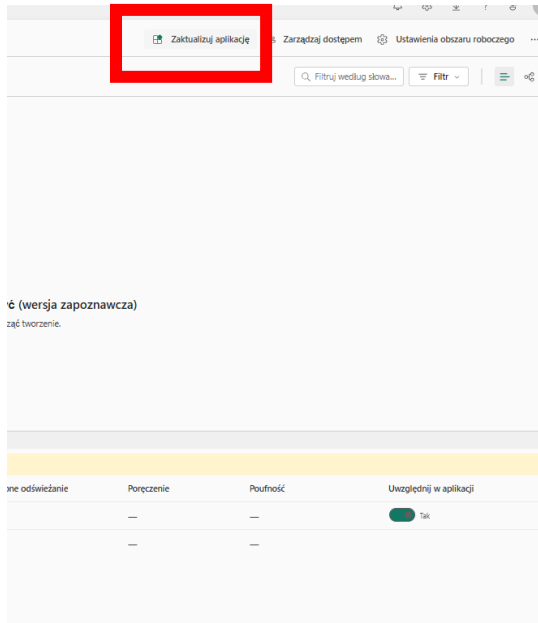
Zamknij

Note: In the event of a refresh error indicating insufficient memory, go back in the instructions to the Premium licence allocation stage for the installed workspace. The message about insufficient memory appears if you do not switch the workspace licence setting from Pro to Premium.

4. ALLOCATION OF RIGHTS/ACCESS WITHIN THE ORGANISATION

Once an authorised person (e.g. a service administrator) has carried out the steps described previously, this person has access to both the application and the content creating it in the workspace. In order to allow others in the organisation to access the application, appropriate rights must be granted.

To do this - while in the installed **OMNIBUS plus** workspace - find the Update application button in the top right-hand corner.



Then go to the Permissions tab. In the tab, select whether access is assigned for the entire organisation or for selected users or groups (in the example below, access for PEXPS group members only). It is also recommended to select the option "Install this application automatically" - then the application will automatically install itself on all users with access. NOTE: This option is only available if you select specific users or groups to whom access is assigned (it is not available if you select access for the entire organisation).

Confirm the settings with the green "Update application" button.

Instalator Nawigacja Uprawnienia

Dostęp

☒ Konkretnie osoby lub grupy

PEXPS

Użytkownicy i grupy z dostępem do tego obszaru roboczego mogą uzyskiwać dostęp do tej aplikacji.

Ta aplikacja zostanie utworzona w obszarze roboczym Premium usługi Power BI. Dopóki obszar roboczy będzie obszarem Premium, dowolnej osobie w organizacji można przyznać do niego dostęp.

Zezwalaj wszystkim osobom z dostępem do aplikacji na

☐ Zezwólaj wszystkim użytkownikom na łączenie się z bazowymi zestawami danych aplikacji przy użyciu uprawnień do tworzenia.

☐ Zezwólaj użytkownikom na tworzenie kopii raportów w tej aplikacji.

☐ Zezwól użytkownikom na udostępnianie aplikacji i jej podstawowych zestawów danych przy użyciu uprawnień do udostępniania.

[Aktualizowania aplikacji usługi Power BI](#)

Instalacja

☒ Zainstaluj tę aplikację automatycznie.

> Linki

If the option "Install this application automatically" is not selected, each interested user will have to install it themselves. In the list of applications, the user clicks the Download application button in the top right corner.

Aplikacje

Aplikacje to kolekcje powiązanych raportów w jednym, łatwym do znalezienia miejscu.

Wszystkie Filtry według domyślnie... Filtr

Nazwa	Właściciel	Zaktualizowane	Typ aplikacji	Wersja	Porozumienie
OMNIBUS plus	Mateusz Kopyński	30.09.2024, 21:06:41	Aplikacja	---	Pobierz aplikację
OMNIBUS plus - aplikacja w sklepie	Mateusz Kopyński	1.12.2024, 19:02:54	Aplikacja sidemenu	Wersja 10	---

The application will be available under the "Organisational applications" tab.

Aplikacje Power BI

Instaluj aplikacje zapewniające analizy umożliwiające

Wszystkie aplikacje Aplikacje organizacyjne

OMNIBUS plus

Pobierz teraz

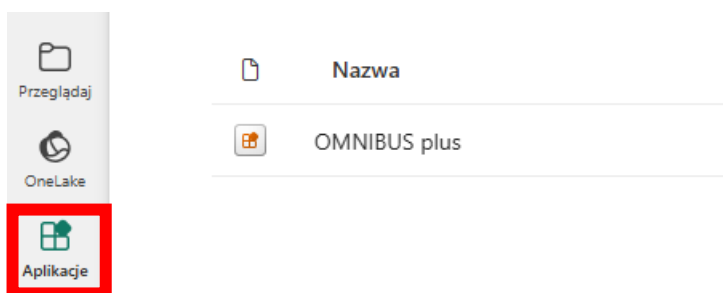
In order to avoid confusion, we recommend that the option "Install this application automatically" is used so that users do not have to perform additional steps.

5. APPLICATION AVAILABLE TO USERS/REMARKS

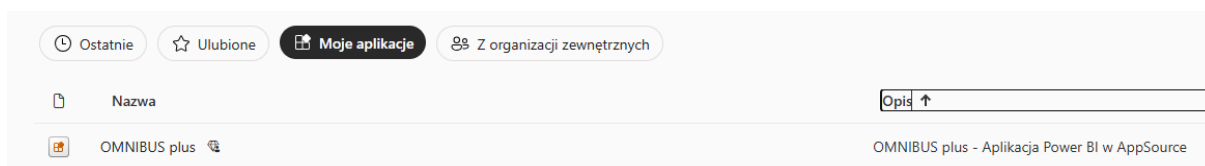
It may take a few minutes for the app to be revealed to all users (after selecting the "Install this app automatically" option) according to the Microsoft service.

Depending on the company's service and user settings, the **OMNIBUS plus** application may be visible:

- a. In the application list



- b. On the home screen (tab "Main tools") → section "My applications"



If certain types of data are purchased (segment other than Standard), it may be necessary to switch the segment filter to something other than the default when opening the report.

