**Quick Reference Guide**

**Accessing Data Warehouse**

<table>
<thead>
<tr>
<th>Step 1: Launch Internet Explorer (or your browser preference) from your desktop.</th>
<th>Internet Explorer 10 and under</th>
</tr>
</thead>
<tbody>
<tr>
<td>Step 2: Logging Into BI Data Warehouse Off-Campus</td>
<td>Mozilla Firefox</td>
</tr>
<tr>
<td>If you are logging into BI Data Warehouse off-campus VPN is required.</td>
<td>Safari</td>
</tr>
<tr>
<td>To do so, log into SSLVPN (<a href="https://sslvpn.csudh.edu">https://sslvpn.csudh.edu</a>) using your campus username and password.</td>
<td></td>
</tr>
</tbody>
</table>

| Step 2a: Within the web application In the top right corner, navigate to my.csudh.edu and click “Browse”. | |

---

CSUDH Last Revised 6/5/2014
**Step 2b:**
Log into the portal by using your campus username and password.

You should still be logged into VPN. You will know you are if you see the toolbar!

Once you are logged in go to **Step 5**

---

**Step 3:**
Logging Into BI Data Warehouse On-Campus

Navigate to CSUDH website, type [www.csudh.edu](http://www.csudh.edu) in the address bar and press Enter on your keyboard.

---

**Step 4:**
Click MySCUDH for portal Login, enter your campus username and password.

Click the **Login** button.

---

**Step 5:**
Click on the “Employee” tab.
**Step 6:**
On the Employee page
On the left side of the page under **BI Data Warehouse** click on the **BI Data Warehouse** link.

**Step 7:**
Congratulations! You are now logged into the CSUDH Data Warehouse.