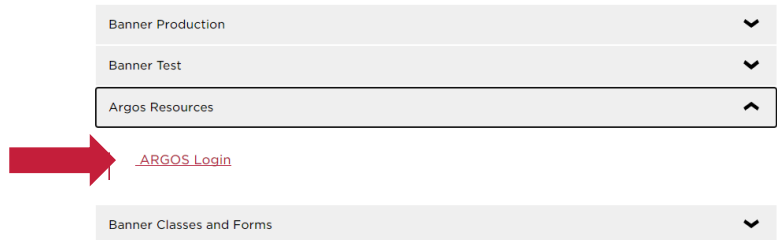# How to Login, Access, and Run a Report in Argos
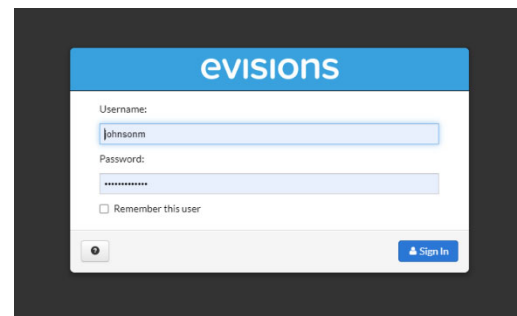
1. Do you need an Argos account? **AP | GOVSTECH**
   Email govstech@apsu.edu and in the subject line put "Argos Account Request."

2. To access Argos, go to apsu.edu/banner and click on Argos Login.
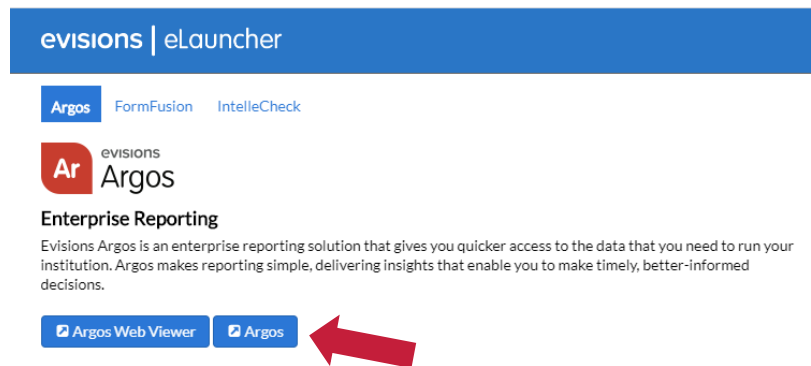
   Banner Resources

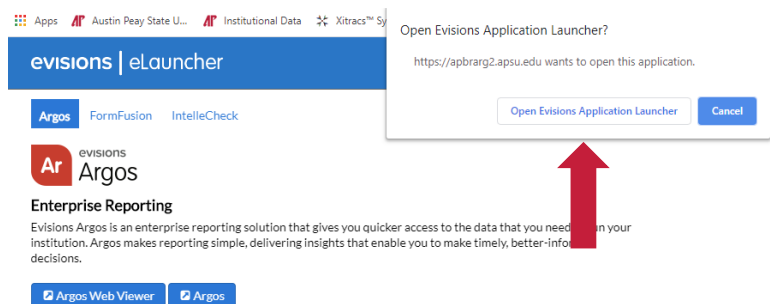   Use the links options below to access Banner or Argos resources.

Banner Production	⌄
Banner Test	⌄
Argos Resources	⌃

   ➤ ARGOS Login

Banner Classes and Forms	⌄

3. Your username and password will be the same as your APSU email.

   evisions

   Username:
   johnsonm

   Password:
   ••••••••••••

   ☐ Remember this user

   ❓   👤 Sign In

4. There are two options. We recommend the full version Argos. The Argos Web Viewer may be used, but it is a lite version and is not fully functional.

   evisions | eLauncher

   Argos   FormFusion   IntelleCheck

   Ar evisions Argos

   Enterprise Reporting

   Evisions Argos is an enterprise reporting solution that gives you quicker access to the data that you need to run your institution. Argos makes reporting simple, delivering insights that enable you to make timely, better-informed decisions.

   ⧉ Argos Web Viewer   ⧉ Argos ⬅

5. Choose Open Evisions Application Launcher on the pop-up window.

   ⠿ Apps AP Austin Peay State U... AP Institutional Data ⚒ Xitracs™ Sy...

   evisions | eLauncher

   Open Evisions Application Launcher?

   https://apbrarg2.apsu.edu wants to open this application.

   Open Evisions Application Launcher   Cancel

   Argos   FormFusion   IntelleCheck

   Ar evisions Argos

   Enterprise Reporting

   Evisions Argos is an enterprise reporting solution that gives you quicker access to the data that you need to run your institution. Argos makes reporting simple, delivering insights that enable you to make timely, better-informed decisions.
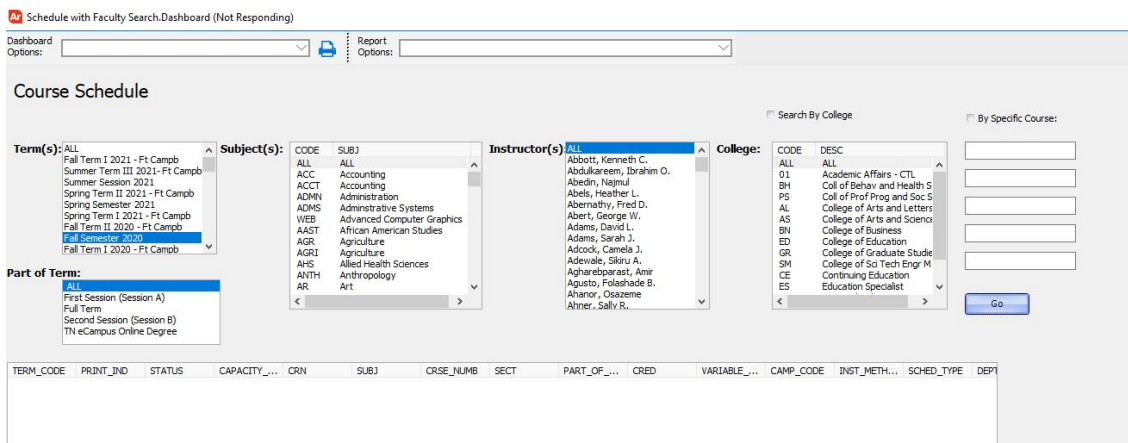
   ⧉ Argos Web Viewer   ⧉ Argos

6. In Argos, you will have a folder based on the area you work in. A majority of our users are in the Academic Department folder. Find the report you need to run and click on it.
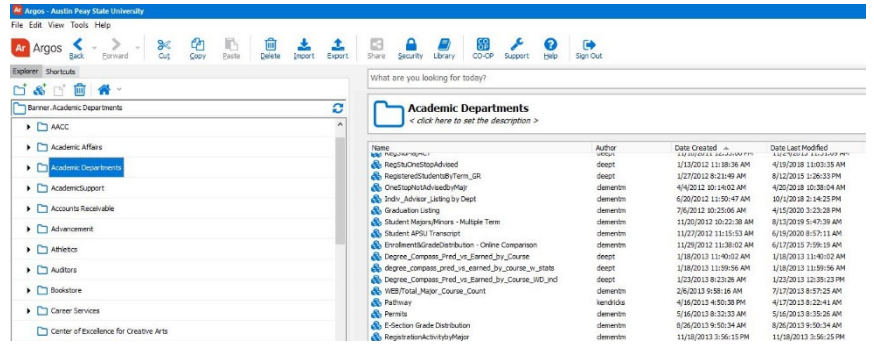
7. The report example below is "Schedule with Faculty Search." Click on Run Dashboard.
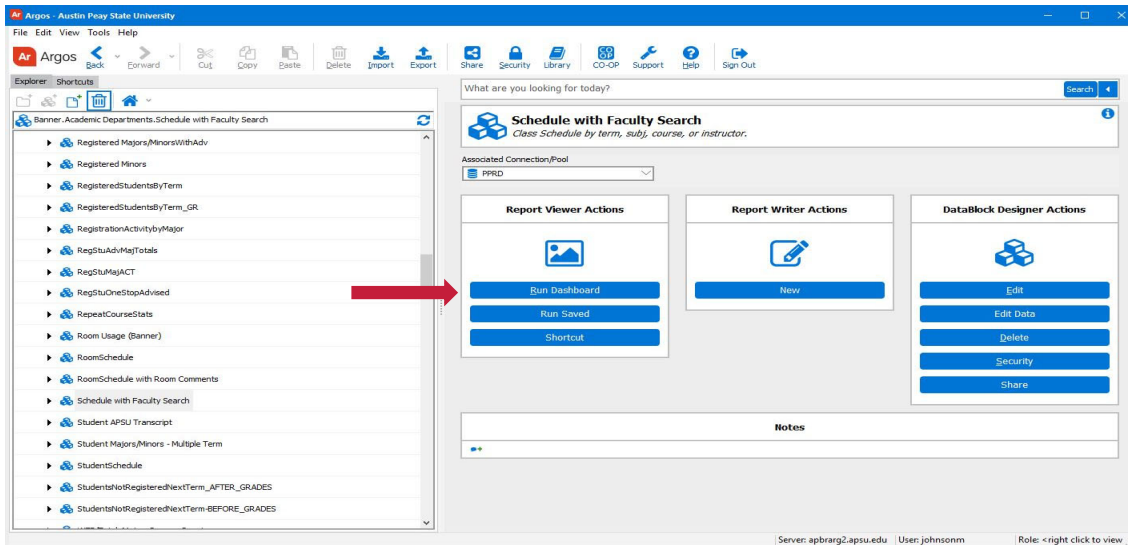
8. Here is an example of the dashboard. Notice you have several choices you can make. You will choose term, part of term, subject, instructor, but you can also run it by college or a specific course. Then click on Go.

9. The report will display in the large white box.

10. You can save the report by clicking Report Options. There are also ways to sort and filter the data that we will explain in other videos and pdfs.

We have a corresponding video that goes along with these pdf directions called AgrosAccess_1.

Questions?
Please contact DSIR at 931-221-6760 or dsir@apsu.edu.

Pdf=video ArgosAccess_1.wmv