

# ART VIEWER LICENSE

## What is an ART Viewer License?

The ART Viewer License is a product of the Advanced Reporting Tool (ART). This license allows licensed users to view reports that have been generated by the HMIS System Administrator. The license allows users to:

- Run reports
- View Documentation
- Utilize the Inbox Feature

ART Viewer License Users do not actually create the reports, but can utilize reports from the ART Gallery or have custom reports created by the HMIS System Administrator. Users are able to access their license through logging onto BAS-Net!

### Can I get an ART Viewer License?

- You must be the designated Agency Administrator at your agency, or the Executive Director.
- Your agency must be in full compliance and up-to-date with all BAS-Net policies
- If you are an active user, you must be in compliance with all Data Quality; User Agreements and Agency Administrator Agreements

### System Requirements

- Each client PC either the latest version of Internet Explorer (at least version 5.5 or greater) or Mozilla Firefox
- Port 8443 needs to be open on the system network (this is where information going to and from ART travels). To test URL: <https://report4.servicept.com:8443> (If this test site does not work, you will need your network administrator to open this port)
- Each Client PC should have the latest supported version of JAVA (<http://java.sun.com>)

## To Obtain an ART Viewer License: 3 Steps

1. Make sure your PC has all of the System Requirements
2. Contact your HMIS Coordinator to receive a copy of the ART Viewer License Agreement and Invoice
3. The Agreement and Payment requirements will need to be fulfilled before you are assigned an ART Viewer License

### What is the ART Gallery?

Bowman Systems, our HMIS vendor, produces ART reports based on the most requested reports from across the country. A description of available reports can be found on [www.wnyhomeless.org](http://www.wnyhomeless.org), under Programs, under BAS-Net: Available ART Reports+

If Licensed ART Viewers would like for customized reports to be created, they will need to complete the ART Report Request+form, also available on [www.wnyhomeless.org](http://www.wnyhomeless.org).

### ART Viewer License Fees

\$80.00	Annual Fee Per Leased License
<u>+\$7.50</u>	Annual Band-Width Fee
\$87.50	Annually

