Requesting Access to FOLIO Reporting

To request access to the FOLIO LDP Reporting Database, start by completing this form:

Reporting Access Request Form

To ensure appropriate use of data through reporting, a process for requesting access to the FOLIO LDP (Library Data Platform) reporting database has been implemented. To be granted access to the FOLIO Tableau dashboards or reports using data from the LDP, CUL staff members must have a business need as well as approval from their supervisors. If you have a business need for access to FOLIO reporting, please complete the Reporting Access Request Form. Your submitted form will be routed to your supervisor for approval. Once your supervisor has reviewed and approved your request, the form will be routed to CUL Desktop Services. Once your access is set up, you will receive an email message from our reporting team confirming your access and providing instructions for configuring your connection to the reporting database and/or viewing automated reports and dashboards.