



January 2011 Business Intelligence Enhancement Release Notes

OAKS Business Intelligence is pleased to announce January 2011's enhancements made to the OAKS BI Cognos instance. This month, twelve enhancements (four FIN, seven HCM and one Global) have been released. These enhancements were all requested by users, approved by the chairs of the Business Intelligence Shared Committee, and then built, tested and validated. The enhancements include one new report, a new tree to assist with filtering reports, changes to report prompts, and a standard report reference tool.

The enhancements to the FIN package are as follows:

1. GL-0001 Budget Status Report can now accommodate Ledger Groups with associated revenue ledgers, i.e. CC_CASH, CC_GRANTS and CC_PROJECT.
2. The General Ledger Revenue/Expense Cube is a new Cognos tool that offers analysts, managers and executives a way to see, manipulate, and analyze data from multiple perspectives that has been previously unattainable with OAKS data. The arrangement of data into cubes overcomes some limitations of relational databases. The cube is pre-populated with calculations from the night before, and it enables users to obtain near instantaneous results using an interface similar to an online pivot table.

The Cube can be easily accessed and utilized with Analysis Studio, which is an authoring tool for exploring and analyzing large amounts of data quickly and interactively. It enables users to 'navigate' through the large volumes of data from the OAKS BI data warehouse using extensive drill-downs, pre-populated calculations and dynamic graphical displays, with just the click of a mouse. With Analysis Studio and the GL Cube, users can focus on performing complex analysis and comparisons of data to discover trends, risks and opportunities without being slowed down by or overwhelmed with details.

3. A new Quick Analysis tool has been added to BI Cognos for fast retrieval of revenue and expenditure data from the Actuals ledger. The easiest way to leverage this tool is to use the Quick Analysis Dashboard. The dashboard includes two reports – one for revenue analysis and one for expense analysis. The reports utilize the new GL Revenue/Expense cube. The dashboard is located in the Quick Analysis folder of the GL mart, in the FIN package. You can navigate there by following this path: Public Folders > OAKS Reporting Folders > OAKS Standard Reports > FIN > General Ledger.
4. A new tree, OH_ARRA_ROLLUP, has been added in the General Ledger subject areas: Journal Entries, Period Balance and Aggregate Balance. This tree is a federal stimulus program tree.

The enhancements to the HCM Package are as follows:

1. The prompts in the WFP-0002 Employee History Report (EHOC) have been modified. The report will now allow multiple selections of employees or social security numbers. A page break will occur when the employee name changes. This enhancement will save users time when running EHOC information for multiple users. The predecessor report would only allow 1 employee at a time.
- 2 & 3. Reports WFP-0001 Employee Lookup and WFP-0010 Open/Filled Positions have been reformatted so they can each fit lengthwise on 1 PDF report.

4. The WFP-0020 Seniority Roster now includes department group size (i.e. number of characters) as a prompt. This will allow agencies with multiple divisions to list their employees in descending order by division and not just agency wide. This enhancement will reduce time required to manipulate its predecessor report in Excel.

In addition, the sort order has been rearranged in the following order:

- i. Department Group (Ascending)
 - ii. Job Code (Ascending)
 - iii. Seniority Credits (Descending)
 - iv. Tie Break (Descending)
 - v. Appointment Type (Ascending)
 - vi. Full/Part Time (Ascending)
5. New Report WFP-0047 Birthday Report, located in the 'Employee Information' folder of the HCM Package, allows users to list employee names and birthdays for a prompted department and prompted calendar months. No worries, birth year is not included!
 6. The WFP-0043 Point in Time Table of Organization report now includes two new fields: the Job Code number and Salary Grade. Both fields are requested in the DAS Table of Organization Guidelines.
 7. The WFP-0009 Length of Service report now allows the user, when choosing the department attribute, to group the service year metrics (average, maximum and minimum service years) by department division. This enables agencies a more efficient way to scan their departments and drill down to individual employees on an exception basis.

The global enhancement applicable to both the FIN and HCM packages is as follows:

The final January enhancement is not limited to a specific Package but applies to both FIN and HCM Packages. Simplified summary 'Standard Report Lists' for the General Ledger, T&E, and Workforce Profile standard reports have been added to the 'Useful Links' tab of the 'OAKS BI Portal'.

These searchable PDF lists show the report names and their corresponding descriptions. They do not contain information about the fields used in the reports or about what constitutes an acceptable prompt input; for that information the regular report books remain available.