



## State of Ohio Business Intelligence Enhancement Release Notes – October 2014

The State of Ohio Business Intelligence is pleased to announce the enhancements from the month of October, 2014. These enhancements were all requested by users, approved by the Business Intelligence Shared Council (BISC) where applicable, built, tested, and validated. This month’s enhancements consist of updated Procure to Pay (P2P) report and a brand new Workforce Profile report.

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#### 1 – FIN Enhancement

1.1.A new column – ‘Payment Reference’ – has been added to the *VAP-0005 Voucher Payment Detail* report. The purpose of the new column is to help users distinguish between the system generated ‘Payment ID’ field and actual Warrants/EFT payment numbers.

VAP-0005 Voucher Payment Detail Report															
Business Unit: AGE01															
For the period of: Between Oct 1, 2014 and Oct 7, 2014															
PO ID	Voucher Invoice ID	Invoice Date	Budget Date	Voucher Payment Date	Payment ID	Payment Reference	Close Status	Payment Status	Department	Fund Code	Account	ALI	Grant ID	Program Code	Agency Use
0000002697	1014 FY12LR ESCO	10/1/14	09/04/14	10/7/14	0007625445	0003840529	O	Paid	AGE900000	3220	550054	490618	AGEFPLR12	2300D	-

Figure 1

The information previously displayed in the report under ‘Payment ID’ was sometimes thought to be the Warrant or EFT payment number, however this was not the case: the ‘Payment ID’ field is a system (OAKS) generated number and not the actual Warrant or EFT payment number. Adding ‘Payment Reference’ to the report’s output will provide an extra level of traceability to tie out system generated Payment IDs to functional Warrant/EFT payment numbers.

#### 2 – HCM Enhancements

2.1 A new Standard Report *WFP-0050 Supervisor Reports To Span/List* has been added to the Organizational Structure folder: [BI Reporting Folders](#) > [BI Standard Reports](#) > [HCM](#) > [Position Management](#) > **Organizational Structure**. This report combines the functionality of *WFP-0014 Supervisor Span of Control* and *WFP-0024 Supervisor Reports to List* reports, which have been retired.

The report simplifies the process of creating the annual workforce plan each agency is required to submit. Rather than requiring Agency BI users to drill down on each supervisor from **WFP-0014 Supervisor Span of Control** one at a time, or run **WFP-0024 Supervisor Reports to List** for all supervisors regardless of how many employees report to them, in order to compile the list, the new report saves time and effort for users by consolidating the output of both **WFP-0014** and **WFP-0024** into one single report. The report output lists the supervisors and the number of employees (not positions) supervised first, then it alphabetically lists the supervisors along with each of their employees. The report is run in Excel as the default format, and it splits the results across two separate worksheet tabs: *Reports to Span of Control* and *Reports to List*.

If you have any questions about these enhancements, please contact the Business Intelligence team at [Business.intelligence@das.ohio.gov](mailto:Business.intelligence@das.ohio.gov). If you would like to request an enhancement, whether it is a new field or table for reporting, a modification to an existing Standard Report, or even an entirely new Standard Report, please contact the OAKS Help Desk.