USA Staffing
Reporting and Analytics

Applicant Flow Data Workgroup
November 10, 2022

We will start at approximately 2:03 to allow time for people to sign in

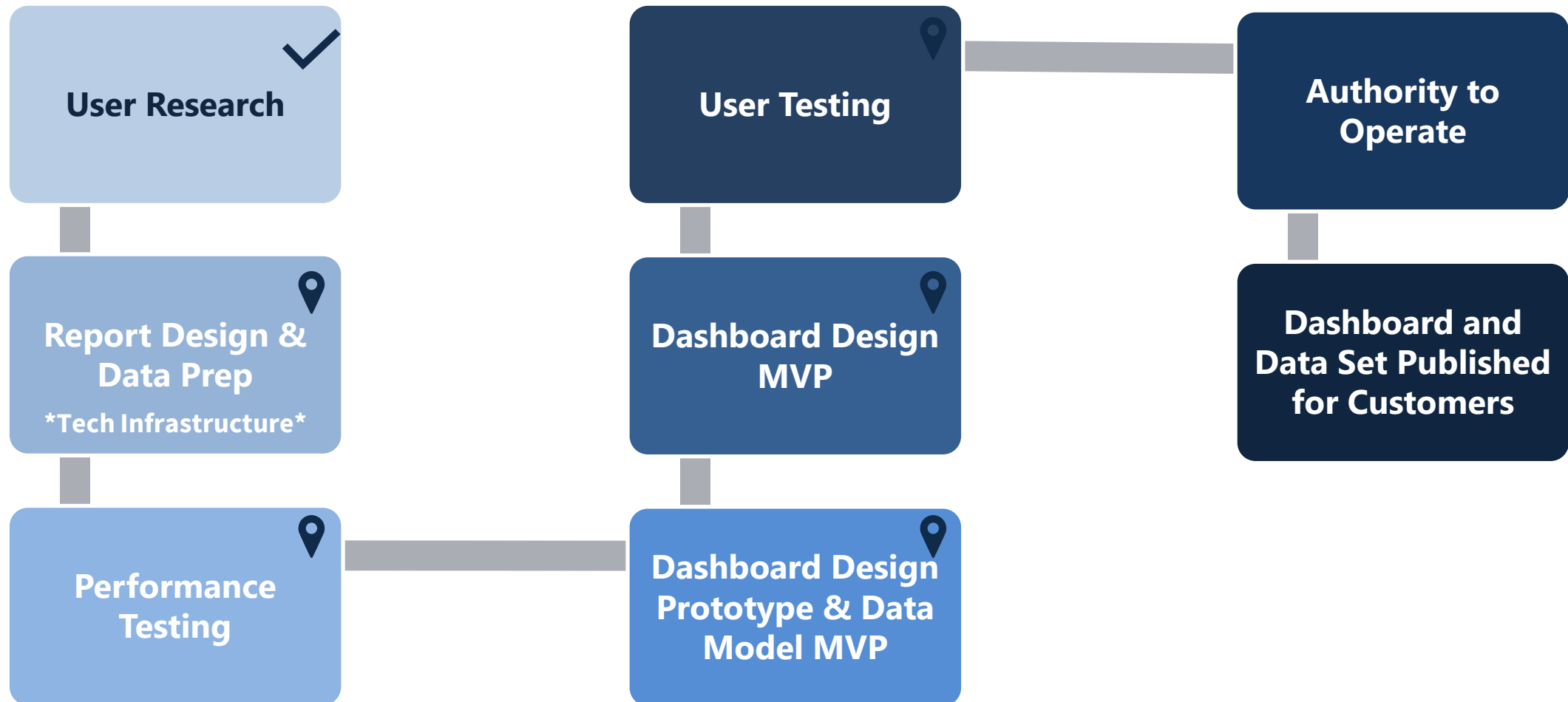*Published by OPM HR Solutions*
FOR INTERNAL USE ONLY

Agenda

1. Power BI Update

2. Cognos Performance Metrics

3. Reporting User Satisfaction Survey

4. Cognos Training Program

5. Modifications to Reports and Data Models

6. API Updates

7. Cognos Upgrade

8. Open Demonstration and Q&A

Power BI Update

Power BI Implementation Milestones

User Research ✓

Report Design & Data Prep
Tech Infrastructure

Performance Testing

User Testing

Dashboard Design MVP

Dashboard Design Prototype & Data Model MVP

Authority to Operate

Dashboard and Data Set Published for Customers

Report Design and Data Prep

Next Steps

What we have completed

- Published, tested, and made improvements to the dataset in our Sandbox environment

- Updated the dataset in the Sandbox to include data security checks

- Tested the data security checks to ensure users only see the data they have permission to see

- Hosted an ideation session with Account Managers for input and feedback on dashboard design

Next Steps

- Drafting the first iteration of the User License Dashboard

- Coordination with customers to test authentication designs

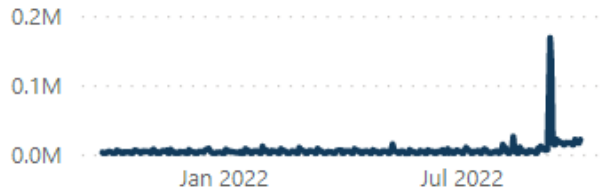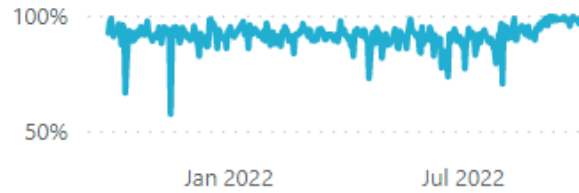5

Cognos Performance Metrics
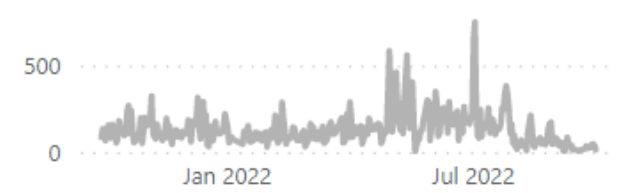
FY22 🏁 All Reports ⏳

Cognos Total Runs
2,012,815

0.2M
0.1M
0.0M
Jan 2022 — Jul 2022

Avg. Success Rate
94.28%

100%
50%
Jan 2022 — Jul 2022

Avg. Runtime (Sec)
78.40

500
0
Jan 2022 — Jul 2022

Cognos Total Runs and Cognos Success Rate
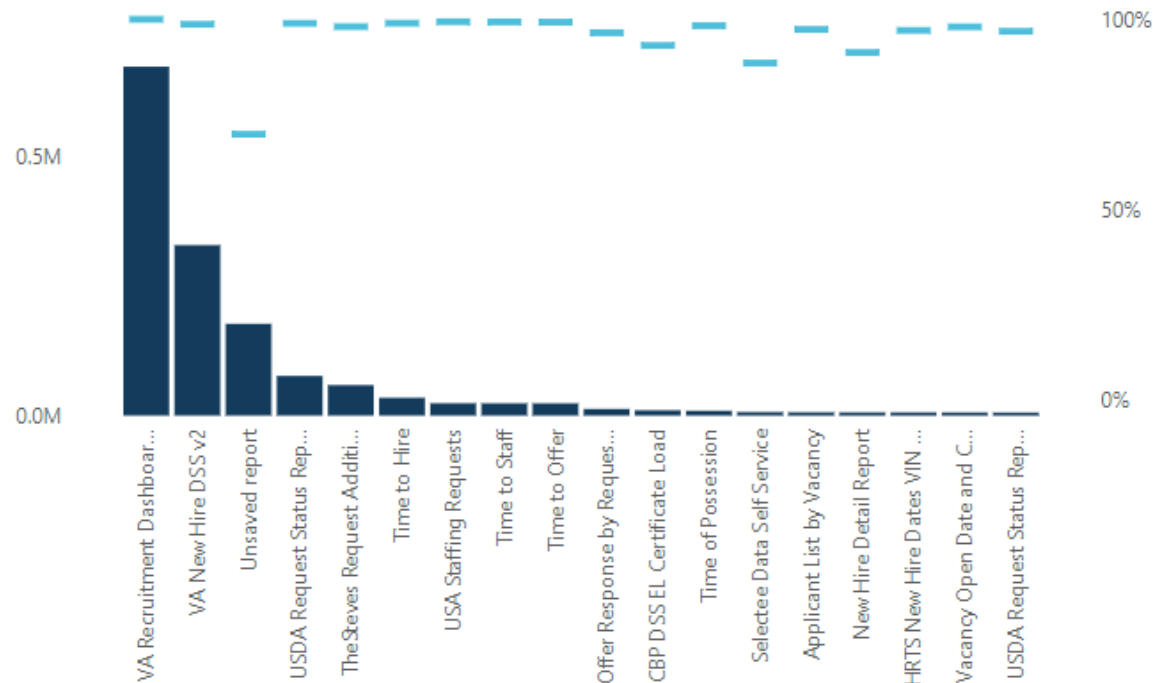
Report name	Cognos Total Runs	Cognos Success Rate	Avg Runtime
VA Recruitment Dashboard DSS v1	674,912	99.91%	3.61
VA New Hire DSS v2	329,771	98.61%	77.01
Unsaved report	177,544	69.78%	49.53
USDA Request Status Report - Certificate V3	76,642	98.86%	33.53
TheSteves Request Additional Information Report	58,907	97.98%	2.30
Time to Hire	34,461	98.90%	16.02
USA Staffing Requests	23,941	99.27%	2.65
Time to Staff	23,778	99.22%	7.04
Time to Offer	23,699	99.16%	4.45
Offer Response by Request Number	12,864	96.39%	3.36
CBP DSS EL Certificate Load	10,286	93.05%	337.69
Time of Possession	9,330	98.24%	72.49
Selectee Data Self Service	6,787	88.45%	104.26
Applicant List by Vacancy	6,369	97.25%	10.75
New Hire Detail Report	6,192	91.20%	170.09
HRTS New Hire Dates VIN Parameter (New Hire EOD Package)	6,169	97.00%	1.19
Vacancy Open Date and Close Date by Request	6,049	97.93%	2.08
Total	**2,012,815**	**94.28%**	**78.40**

Bar chart categories (left to right): VA Recruitment Dashboar..., VA New Hire DSS v2, Unsaved report, USDA Request Status Rep..., TheSteves Request Additi..., Time to Hire, USA Staffing Requests, Time to Staff, Time to Offer, Offer Response by Reques..., CBP DSS EL Certificate Load, Time of Possession, Selectee Data Self Service, Applicant List by Vacancy, New Hire Detail Report, HRTS New Hire Dates VIN ..., Vacancy Open Date and C..., USDA Request Status Rep...

FY23 🏁 All Reports ⏳

Cognos Total Runs
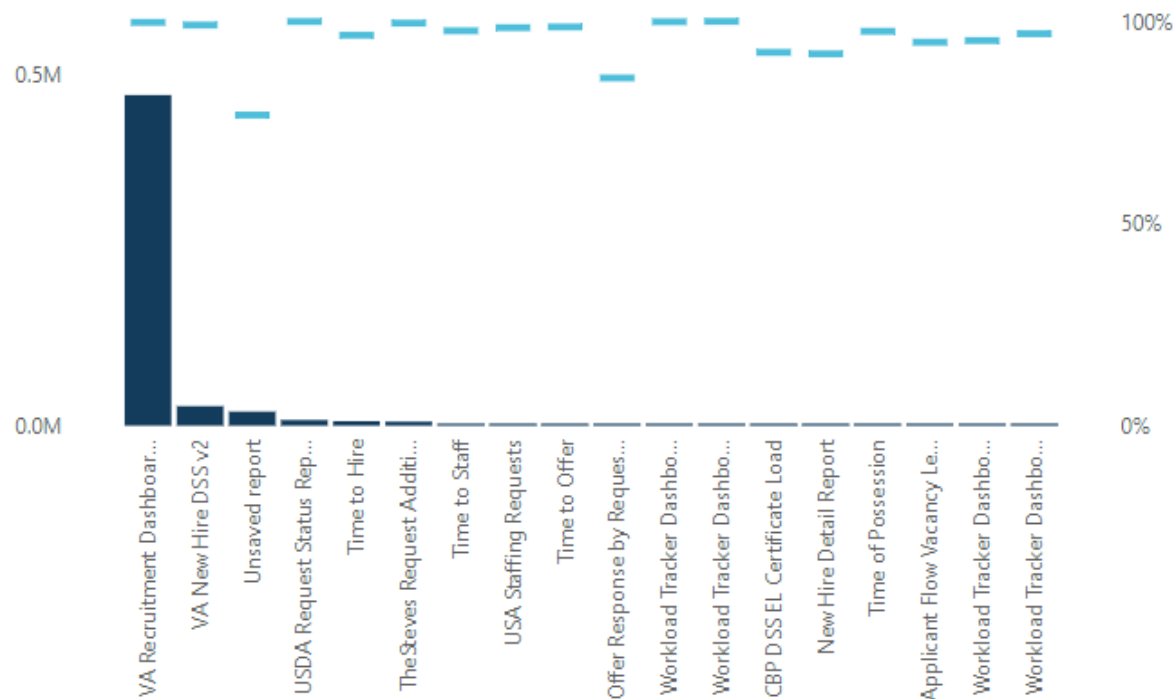**597,717**
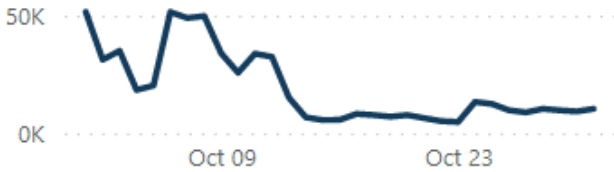
Avg. Success Rate
98.12%
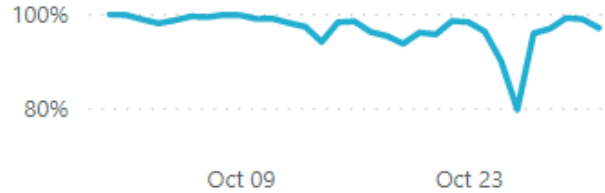
Avg. Runtime (Sec)
26.21

Cognos Total Runs and Cognos Success Rate

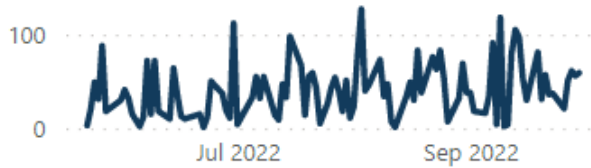| Report name	Cognos Total Runs	Cognos Success Rate	Avg Runtime
VA Recruitment Dashboard DSS v1	470,561	99.75%	2.72
VA New Hire DSS v2	27,814	99.09%	11.39
Unsaved report	20,070	76.82%	16.59
USDA Request Status Report - Certificate V3	8,118	99.96%	35.73
Time to Hire	6,457	96.58%	28.78
TheSteves Request Additional Information Report	5,774	99.57%	5.42
Time to Staff	2,189	97.67%	7.76
USA Staffing Requests	2,177	98.44%	2.23
Time to Offer	2,174	98.62%	2.60
Offer Response by Request Number	1,043	86.00%	13.70
Workload Tracker Dashboard - NewHireCertSelections	1,037	99.90%	7.63
Workload Tracker Dashboard - RequestsAnnouncementsCerts	1,032	100.00%	9.41
CBP DSS EL Certificate Load	809	92.34%	1,327.43
New Hire Detail Report	759	91.96%	269.50
Time of Possession	732	97.54%	81.53
Applicant Flow Vacancy Level Detail Report	699	94.85%	176.98
Workload Tracker Dashboard - Interviews and	696	95.26%	11.24
Total	**597,717**	**98.12%**	**26.21**

Data Source: USAJOBS   Data Through: October 2022

FY22 AFDW Reports
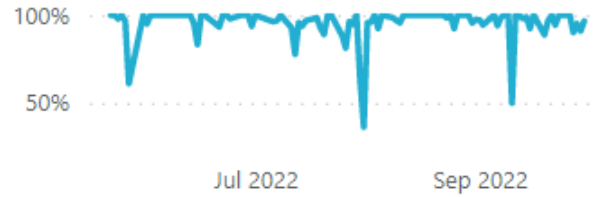
Cognos Total Runs
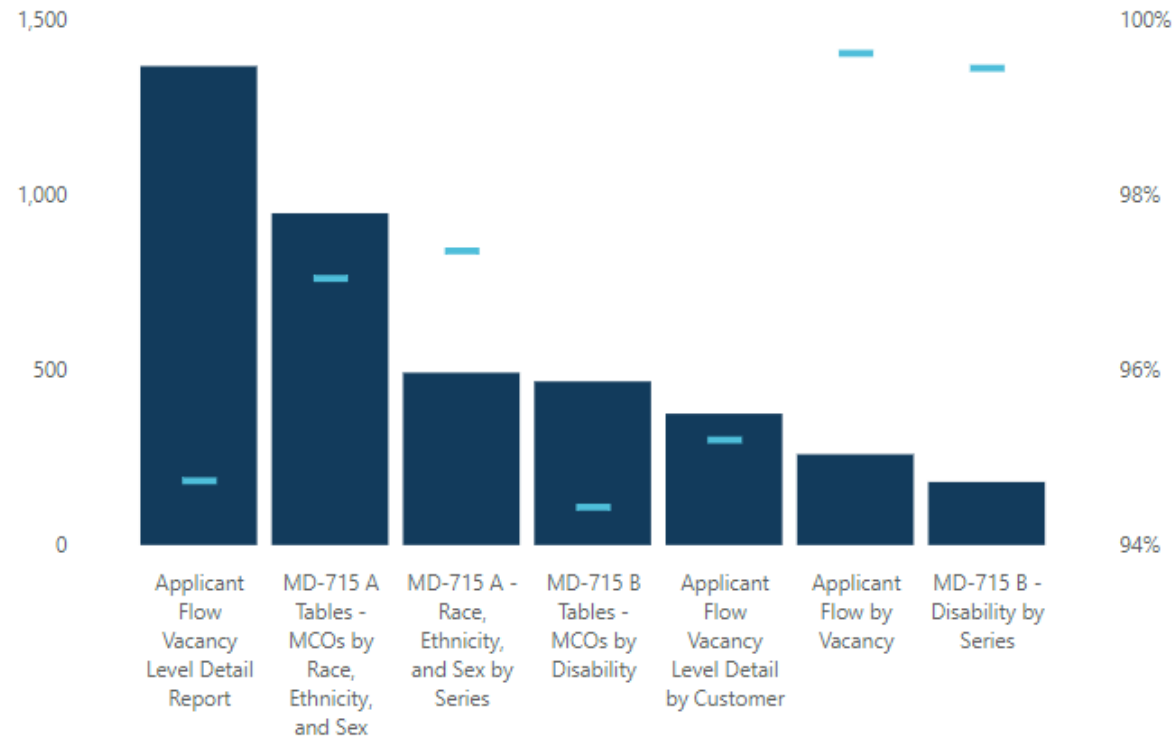
4,087

Avg. Success Rate

96.11%

Avg. Runtime (Sec)

50.05

Cognos Total Runs and Cognos Success Rate

Report name	Cognos Total Runs	Cognos Success Rate	Avg Runtime
Applicant Flow Vacancy Level Detail Report	1,367	94.73%	95.72
MD-715 A Tables - MCOs by Race, Ethnicity, and Sex	947	97.04%	13.18
MD-715 A - Race, Ethnicity, and Sex by Series	492	97.36%	9.51
MD-715 B Tables - MCOs by Disability	467	94.43%	51.55
Applicant Flow Vacancy Level Detail by Customer	375	95.20%	85.21
Applicant Flow by Vacancy	259	99.61%	1.95
MD-715 B - Disability by Series	180	99.44%	12.95
Total	**4,087**	**96.11%**	**50.05**

FY23 👤👤👤 AFDW Reports
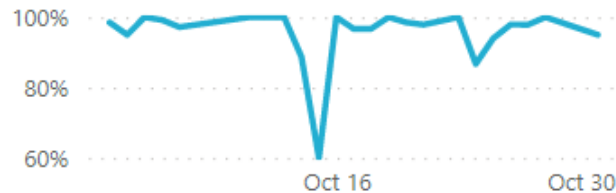
Cognos Total Runs
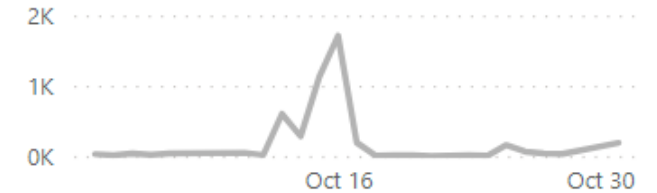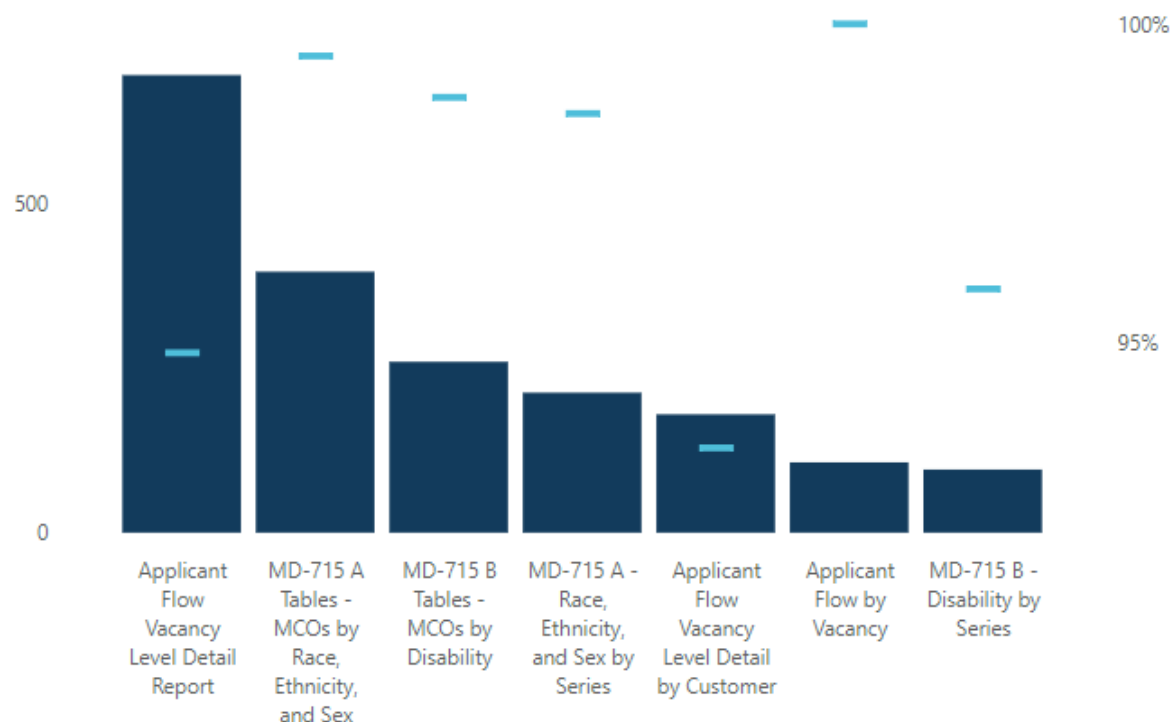## 1,949
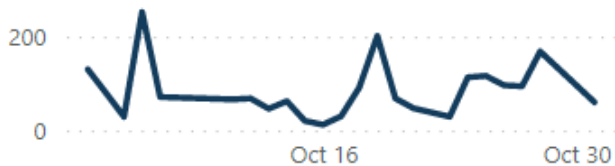
Avg. Success Rate
96.92%

Avg. Runtime (Sec)
77.18

Cognos Total Runs and Cognos Success Rate

Report name	Cognos Total Runs	Cognos Success Rate	Avg Runtime
Applicant Flow Vacancy Level Detail Report	696	94.83%	177.77
MD-715 A Tables - MCOs by Race, Ethnicity, and Sex	397	99.50%	10.96
MD-715 B Tables - MCOs by Disability	260	98.85%	35.05
MD-715 A - Race, Ethnicity, and Sex by Series	213	98.59%	15.32
Applicant Flow Vacancy Level Detail by Customer	180	93.33%	65.21
Applicant Flow by Vacancy	107	100.00%	0.54
MD-715 B - Disability by Series	96	95.83%	9.70
Total	**1,949**	**96.92%**	**77.18**

Data Source: USAJOBS   Data Through: October 2022

Reporting User Satisfaction Survey

Reporting User Satisfaction Survey

The bi-annual customer satisfaction survey will launch on Monday, November 28 and will be open until Friday, December 16.

The survey is designed to gather in-depth and comprehensive feedback about products and services provided by the USA Staffing Reporting teams over the last 6 months, including:

- o Business Intelligence tool
- o Data available for reporting
- o Standard reports
- o Interconnections

- o Workgroups
- o Training
- o Support

Personalized invitations will be sent from <u>USASurvey@opm.gov</u>

Cognos Training Program

Available Trainings

	Report Consumer Training	Report Author Training	Advanced Author Forum
Who?	• New USA Staffing reports users	• New report authors	• Experienced report authors
What?	• How to navigate to and run reports	• How to get started building reports	• Open forum for authors to ask questions
Time?	• ½ day	• 1 ½ days	• 1 hour
When?	One session per month, alternating between each Report Consumer Training and Report Author Training		• The first Thursday of each month at 11:00 AM EDT
How?	Contact your USA Staffing Account Manager to sign-up.		• All report authors are welcome. Questions can be submitted in advance

Upcoming Trainings

	Report Consumer Training	**Report Author Training**	**Advanced Author Forum**
Dates	January – Date TBD 1:00 – 4:00 PM EDT	Wednesday, December 14 10:00 AM – 3:00 PM EDT + Thursday, December 15 10:00 AM – 3:00 PM EDT	Thursday, December 1 11:00 AM – 12:00 PM EDT Thursday, January 5 11:00 AM – 12:00 PM EDT Thursday, February 2 11:00 AM – 12:00 PM EDT
How to Register	Contact your USA Staffing Account Manager.		No registration required. Questions can be submitted in advance.

Modifications to Reports and Data Models

Sprint 31 deployed to Production on August 31st
Sprint 32 deployed to Production on September 14th
Sprint 35 deployed to Production on October 26th

*Only sprints that had AFD-related updates are listed

New or Modified Reports

Applicant Flow Data Warehouse Reports

Applicant Flow Vacancy-Level Detail – deployed September 14th
The Applicant Flow Vacancy-Level Detail report was modified. This report provides detailed data related to applicant responses to the ethnicity/race, sex, and disability demographic questions in the USAJOBS job seeker profile as well as applicant progress through the staffing process at the vacancy level (i.e., across all rating combinations). Information gathered from this report can be aggregated to respond to MD-715 reporting requirements or to complete other Applicant Flow Data analyses. The report was modified to include an optional prompt for Application Last Submitted Date Range.

- Team Content > USA Staffing Packages and Folders > Applicant Flow Data > Applicant Flow Data Warehouse

New or Modified Reports

Applicant Flow Data Warehouse Reports

MD-715 A Tables – MCOs by Race, Ethnicity, and Sex – deployed August 31st

The MD-715 A Tables – MCOs by Race, Ethnicity, and Sex report was modified. This report provides summarized applicant responses to ethnicity/race and sex demographic questions in the USAJOBS job seeker profile to respond to the MD-715 requirements for the "A" tables (Mission Critical Occupations Distribution by Race, Ethnicity, and Sex). The report was modified to include an optional prompt for Application Last Submitted Date Range.

- Team Content > USA Staffing Packages and Folders > Applicant Flow Data > Applicant Flow Data Warehouse

New or Modified Reports

Applicant Flow Data Warehouse Reports

MD-715 B Tables – MCOs by Disability **– deployed August 31st**
The MD-715 A Tables – MCOs by Disability report was modified. This report provides summarized applicant responses to disability questions in the USAJOBS job seeker profile to respond to the MD-715 requirements for the "B" tables (Mission Critical Occupations Distribution by Disability). The report was modified to include an optional prompt for Application Last Submitted Date Range.
- Team Content > USA Staffing Packages and Folders > Applicant Flow Data > Applicant Flow Data Warehouse

Applicant Flow Data Reports Job Aid

AFDW Standard Reports Job Aid

- **Provides the name, description and location of AFDW standard reports**
  - Applicant Flow by Vacancy
  - Applicant Flow Vacancy-Level Detail
  - Applicant Flow Vacancy-Level Detail by Customer
  - MD-715 A Tables – MCOs by Race, Ethnicity, and Sex
  - MD-715 A Tables – Race, Ethnicity, and Sex by Series
  - MD-715 B Tables – MCOs by Disability
  - MD-715 B Tables – Disability by Series

- **Provides use cases for each report**

https://help.usastaffing.gov/ResourceCenter/images/4/44/AFDW_-_Standard_Reports_Job_Aid_09.06.22.pdf

Applicant Flow Data Reports JAD

Joint Application Design Session

- **What:** We would like your input in defining requirements for new or updated reports using the Applicant Flow Data Warehouse.

- **Where:** Washington, DC

- **When:** November 2-3, 2022

- **Who:** 15 current AFD report authors and/or consumers that are representative of USA Staffing customers (i.e., from various organizations or agencies)

- **Outcomes:**
  - Lots of great discussion!
  - Identified recommended updates to the Applicant Flow Vacancy Level Detail Report and MD-715 A and B reports
  - Discussed how to measure various steps within the hiring process and what data items should be used.

Data Model Changes

Applicant Flow Data Warehouse

Application Rating Combination Namespace – deployed September 14th
Development of a new namespace to eventually enable reporting on applicant flow at the application rating combination level (pay plan-series-grade-specialty) has begun, with the first few query subjects and associated query items becoming available.

The new AFDW Data Relationships and Metrics Job Aid is available on the Reporting and Analytics page of the USA Staffing Resource Center. This job aid provides details about how information in the AFDW will be organized, considerations for determining which namespace to use for reports, and guidance on how to use metrics within each namespace.

AFDW Data Relationships and Metrics Job Aid
https://help.usastaffing.gov/ResourceCenter/images/1/15/AFDW_-_Data_Relationships_and_Metrics_Job_Aid_09.06.22.pdf

Data Model Changes

Applicant Flow Data Warehouse

Application Rating Combination Namespace – deployed September 14th
The first query subjects and query items available within the Application Rating Combination namespace of the AFDW are provided below.

Vacancy Information folder
- Customer query subject
  - [Application Rating Combination].[Customer].[Agency Code]
  - [Application Rating Combination].[Customer].[Agency Name]
  - [Application Rating Combination].[Customer].[Customer Name]
  - [Application Rating Combination].[Customer].[Department Code]
  - [Application Rating Combination].[Customer].[Department Name]

- Organization and Office query subject
  - [Application Rating Combination].[Organization and Office].[Hiring Organization Name]
  - [Application Rating Combination].[Organization and Office].[Staffing Office Code]
  - [Application Rating Combination].[Organization and Office].[Staffing Office Name]
  - [Application Rating Combination].[Organization and Office].[Staffing Organization Code]
  - [Application Rating Combination].[Organization and Office].[Staffing Organization Name]

Data Model Changes

Applicant Flow Data Warehouse

Application Rating Combination Namespace (continued) – **deployed September 14th**

Vacancy Information folder
- Position Description query subject
  - [Application Rating Combination].[Position Description].[Vacancy Grade]
  - [Application Rating Combination].[Position Description].[Vacancy Pay Plan]
  - [Application Rating Combination].[Position Description].[Vacancy Position Description Number]
  - [Application Rating Combination].[Position Description].[Vacancy Position Description Title]
  - [Application Rating Combination].[Position Description].[Vacancy Series]
  - [Application Rating Combination].[Position Description].[Vacancy Series Title]
  - [Application Rating Combination].[Position Description].[Vacancy Specialty]

- Tenant query subject
  - [Application Rating Combination].[Tenant].[Tenant Code]
  - [Application Rating Combination].[Tenant].[Tenant Name]

Data Model Changes

Applicant Flow Data Warehouse

Application Rating Combination Namespace (continued) – **deployed September 14th**

Vacancy Information folder
- Vacancy query subject
  - [Application Rating Combination].[Vacancy].[ACWA Position?]
  - [Application Rating Combination].[Vacancy].[Announcement Types]
  - [Application Rating Combination].[Vacancy].[Interdisciplinary?]
  - [Application Rating Combination].[Vacancy].[Internal Merit Promotion?]
  - [Application Rating Combination].[Vacancy].[Manual Assessment Used?]
  - [Application Rating Combination].[Vacancy].[No Assessment Used?]
  - [Application Rating Combination].[Vacancy].[Public?]
  - [Application Rating Combination].[Vacancy].[Questionnaire Used?]
  - [Application Rating Combination].[Vacancy].[RNO Data Collected?]
  - [Application Rating Combination].[Vacancy].[Status?]
  - [Application Rating Combination].[Vacancy].[USA Hire Used?]
  - [Application Rating Combination].[Vacancy].[Vacancy Appointing Authorities]
  - [Application Rating Combination].[Vacancy].[Vacancy Creation Date]
  - [Application Rating Combination].[Vacancy].[Vacancy Job Title]
  - [Application Rating Combination].[Vacancy].[Vacancy Last Modified Date/Time]
  - [Application Rating Combination].[Vacancy].[Vacancy Mission Critical Occupations]
  - [Application Rating Combination].[Vacancy].[Vacancy Number]
  - [Application Rating Combination].[Vacancy].[Vacancy Pay Plan-Series-Grade]
  - [Application Rating Combination].[Vacancy].[Vacancy Status]

Data Model Changes

Applicant Flow Data Warehouse

Application Rating Combination Namespace (continued) – **deployed September 14th**

Vacancy Information folder
- Vacancy query subject
  - [Application Rating Combination].[Vacancy].[Vacancy Supervisory Position?]
  - [Application Rating Combination].[Vacancy].[Vacancy Telework Eligible?]
  - [Application Rating Combination].[Vacancy].[Vacancy Type]

Data Model Changes

Applicant Flow Data Warehouse

Vacancy Tags – deployed October 26th
Two new query subjects and associated query items were added to enable reporting on the appointing authority and mission critical occupation tags associated with a vacancy.

Application Rating Combination namespace > Vacancy Information
- Appointing Authorities query subject
  - [Application Rating Combination].[Appointing Authorities].[Appointing Authority]

- Mission Critical Occupations query subject
  - [Application Rating Combination].[Mission Critical Occupations].[Mission Critical Occupation]

API Updates

Applicant Flow APIs

AFD APIs – deployed July 27th

Three new APIs that will return Applicant Flow Data are now available.
These APIs will allow customers to retrieve demographic information about applicants who entered the hiring process for vacancies that meet a specific criteria set:

- The associated announcement status must be "Closed" or "Removed".
- All certificates issued for the vacancy must be in either be audited or cancelled.
- EXCEPTION: If all certificates are cancelled, data for the vacancy will not be available.

Applicant Flow APIs

AFD Announcements, AFD Vacancies and AFD Applications APIs
Applicant Flow data set includes demographic and metrics information that can be retried through the AFD Applications sub-entities AFDVacancyMetrics, AFDApplicationMetrics, and AFDApplicationDemographics.

AFDVacancyMetrics

```
[
  {
    "tenantId": 10,
    "vacancyId": 11098734,
    "totalApplied": 82,
    "totalCertificatesAudited": 1,
    "totalCertificatesAuditedAndUnused": 1,
    "totalCertificatesAuditedAndUnusedWithVeterans": 1,
    "totalCertificatesAuditedAndUnusedWithoutVeterans": 0,
    "totalCertificatesAuditedAndUsed": 0,
    "totalCertificatesAuditedAndUsedWithVeterans": 0,
    "totalCertificatesAuditedAndUsedWithoutVeterans": 0,
    "totalCertificatesIssued": 1,
    "totalEnteredOnDuty": 0,
    "totalHired": 0,
    …
```

AFDApplicationDemographics

```
  {
    "maleIndicator": 0,
    "femaleIndicator": 0,
    "sexResponse": "Omitted",
    "hispanicIndicator": 0,
    "nativeIndicator": 0,
    "asianIndicator": 0,
    "blackIndicator": 0,
    "hawaiianIndicator": 0,
    "whiteIndicator": 0,
    "ethnicityandRace": "Omitted",
    "usajobsDisabilityCodes": null,
    "disabilityIndicator": 0,
    "disabilityIndicator01": 0,
    …
```

Applicant Flow Developer Platform

API Developer Platform

The Developer Platform was also updated to include all of the documentation for interacting with the Applicant Flow APIs.

Cognos Upgrade

Upgrade to Cognos 11.1.7

Cognos is being **upgraded from version 11.0.13.1 to 11.1.7** as part of the migration of USA Staffing to a new hosting environment.
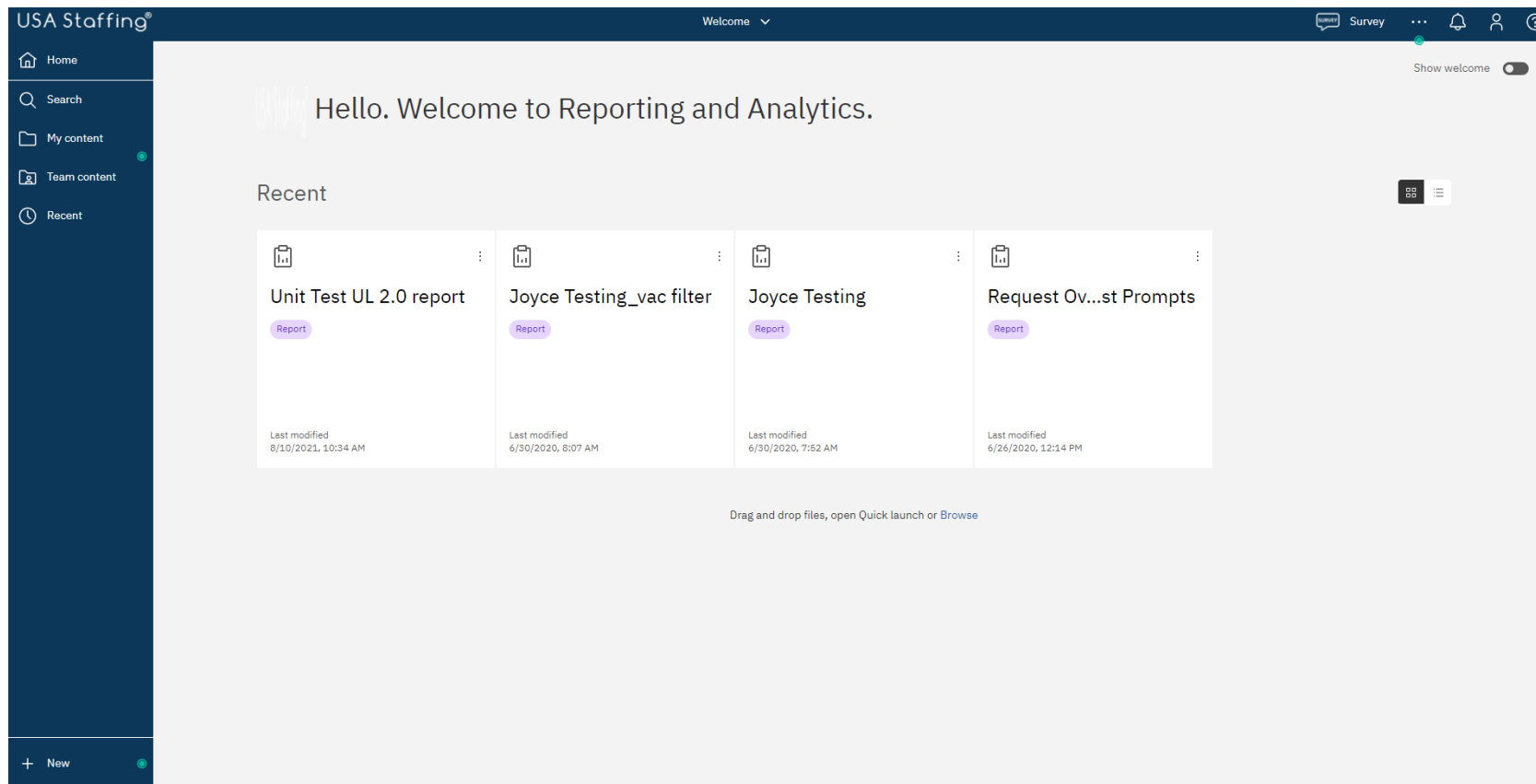
*This upgrade was initially attempted in January 2022, but was rolled back due to performance issues. The new servers, combined with additional licenses being secured from IBM should provide an improved reporting experience.

Additional Visualization Types

The visualization library includes an option to select newly available visualizations for version 11.1. All previously existing visualizations will remain available.
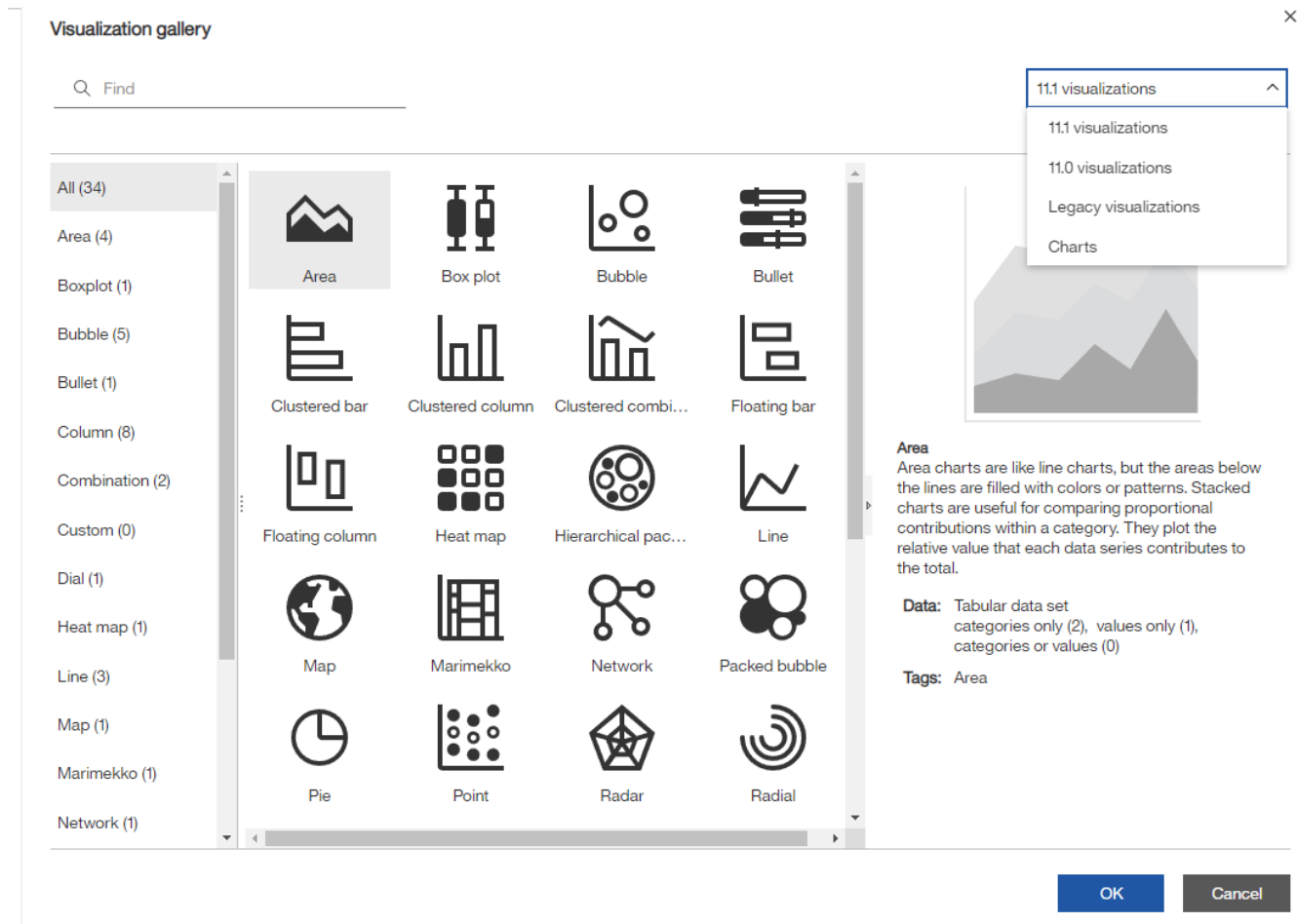
New Scheduling Interface

The new scheduling interface is more intuitive and easier to navigate.

As part of the upgrade process, scheduled reports for non-DSS users for the following data packages will be disabled:

- Staffing Reports
- Staffing Administration
- Staffing Analytics
- Applicant Flow Data Analytics
- New Hire (End of Day) data packages.

Copy/Paste Functionality

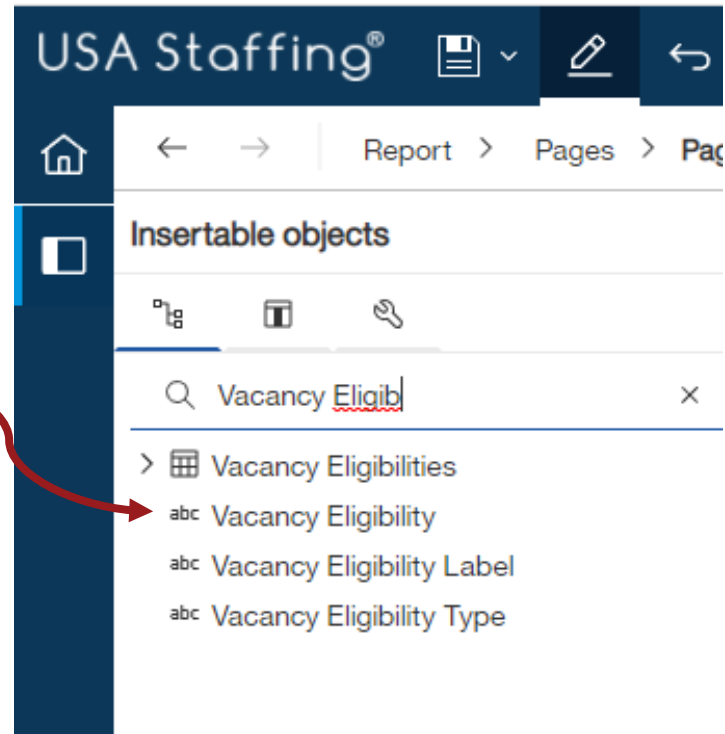Users can now copy/paste content from one report to another(!!).
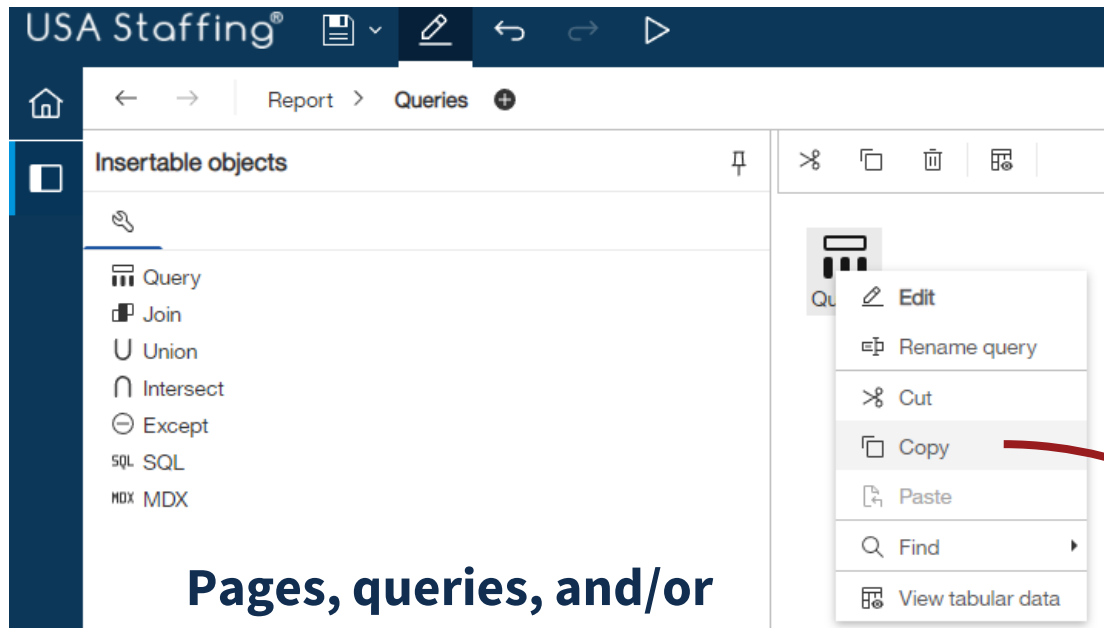
Pages, queries, and/or data containers can all be copy/pasted
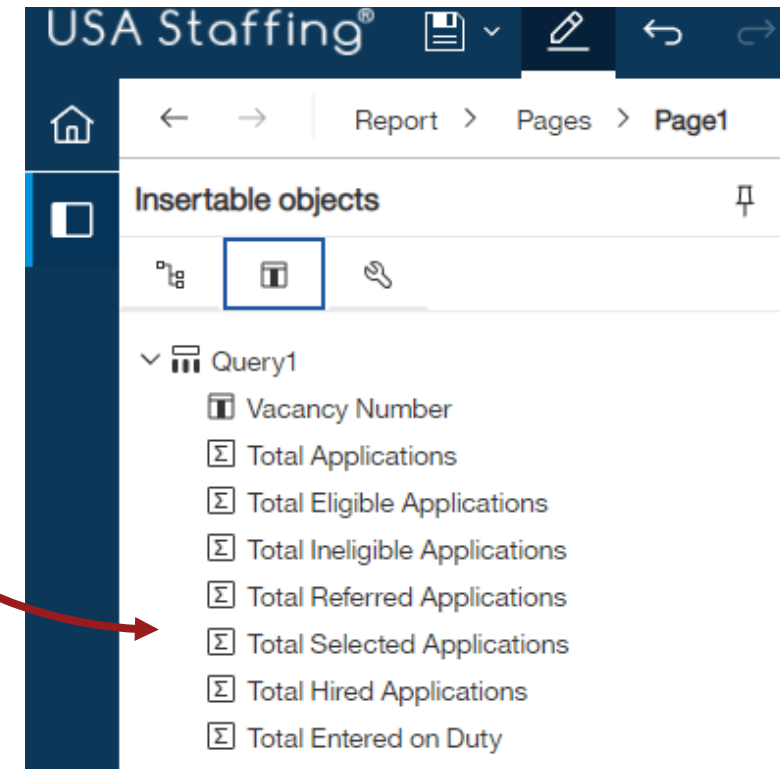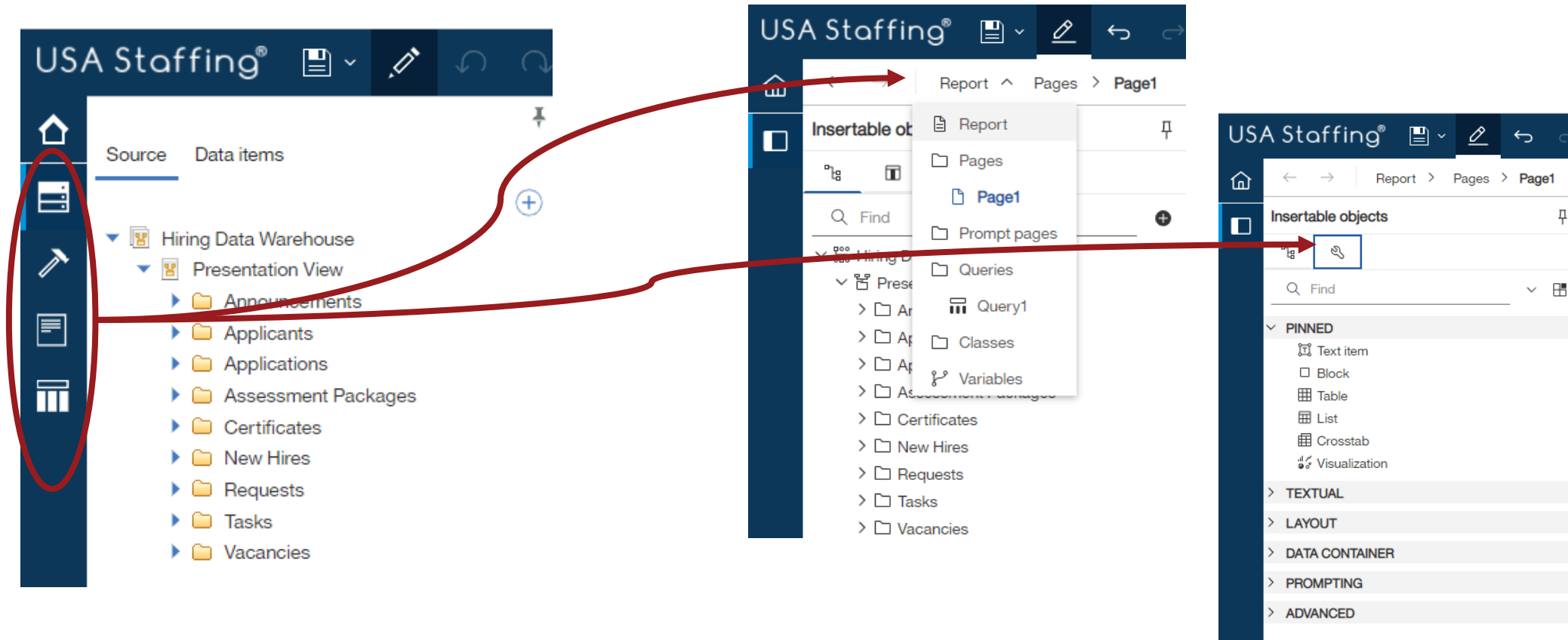
Data Item Search Capabilities

The new search bar in the Data Source area allows you to search for data items based on keyword.

New icons next to query items provide an indication of data type

Report Author Consideration

Certain buttons and functionality are located in different areas of the page.
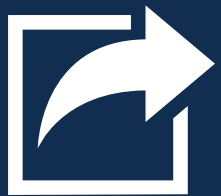
Open Demonstration and Q&A

USA Staffing Reporting Upcoming Events and Releases

Events

November 3	Advanced Author Forum
November 9	Cognos Consumer Training
November 10	Applicant Flow Data Workgroup Meeting
November 22	Reporting and Analytics Workgroup Meeting
December 1	Advanced Author Forum
December 14 – 15	Cognos Report Author Training

Releases

November 2, 30	Reporting Stage
November 9	Reporting Production
December 7, 21	Reporting Production
December 14	Reporting Stage

The full USA Staffing Release Schedule and Release Notes can be found on the USA Staffing Resource Center.

Resources and Contacts

IBM Cognos Analytics User Guide

The official IBM user guide for Reporting via Cognos Analytics:
https://www.ibm.com/support/knowledgecenter/SSEP7J_11.0.0/com.ibm.swg.ba.cognos.ug_cr_rptstd.doc/ug_cr_rptstd.pdf?view=kc

USA Staffing Resource Center

Under the Reports and Analytics section, you'll find presentations from previous workgroup sessions and other resources: **https://help.usastaffing.gov/ResourceCenter/index.php?title=USA_Staffing_Resource_Center**

Need Help?

If you are experiencing issues accessing Cognos or need help to create or troubleshoot a report, submit a HelpDesk ticket through USA Staffing. If you are unable to submit a HelpDesk ticket, please contact us at **USAStaffingData@opm.gov**