



USA Staffing

USA Staffing Reporting & Analytics

Reporting and Analytics Workgroup Meeting

April 13, 2021

Created by the OPM Federal Staffing Center

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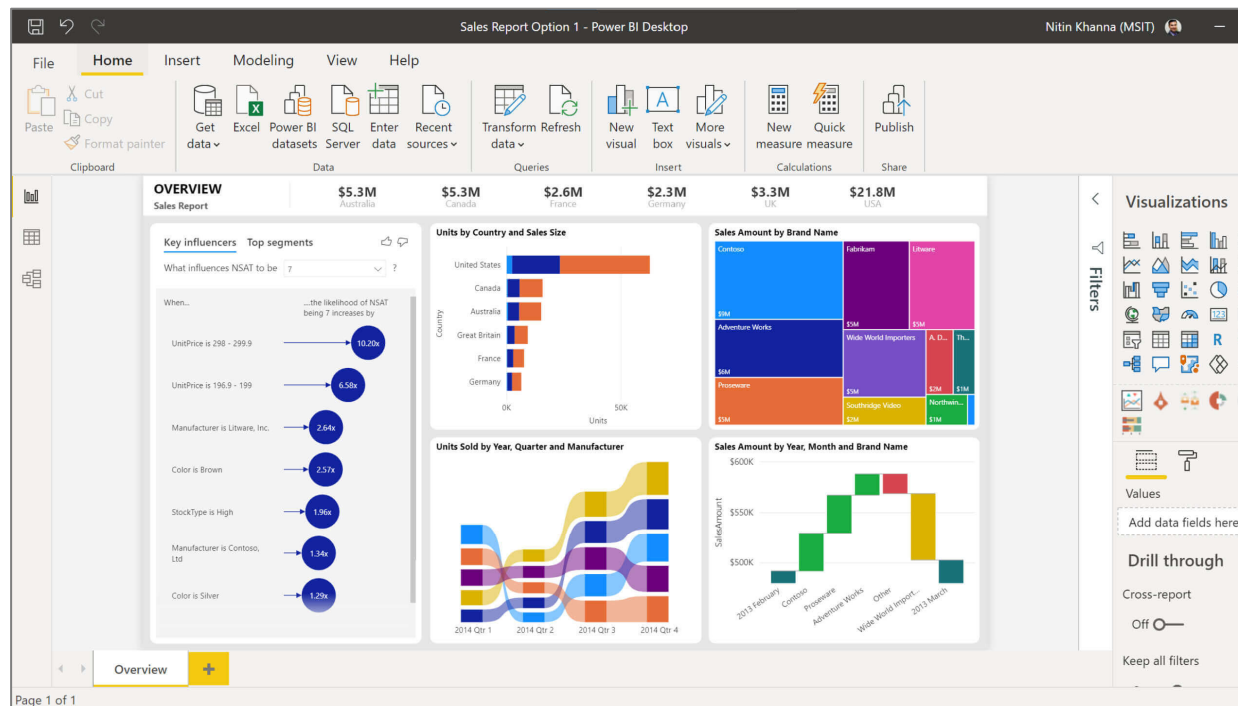
Agenda

- **Program Updates**
 - BI Tool Update
 - Cognos Performance Metrics
 - Foresee Survey Metrics
 - Reporting User Customer Satisfaction Survey
 - Cognos Training Program
 - Retiring New Hire (End of Day)
 - User License Reporting
- **API Update**
- **Modifications to Reports and Data Models**
 - Reports
 - Data Models
- **Cognos Tips**
 - HDW Assessment Reporting
- **Open Demo and Q&A**



New Business Intelligence Tool

USA Staffing has selected Power BI (<https://powerbi.microsoft.com>) as its new business intelligence (BI) tool (replacing Cognos)



- Recognized as a Gartner magic quadrant Leader in analytics and business intelligence platforms
- Powerful data visualization capability
- With Azure, ability to scale to meet performance demands
- Easy, intuitive report building and consuming experience



Power BI FAQs

Functionality

Similar to Cognos, users will have direct access to USA Staffing data through standard reports and dashboards. Analysts and reporting users will also be able to develop custom reports and dashboards to share with their organizations

Cost

USA Staffing license fees are “all inclusive” and include the full reporting and analytics capabilities via our BI tool. There is no additional cost for agencies related to Power BI

Cognos support

We will continue to support Cognos throughout the full implementation of Power BI. Cognos will be available for agency use for 12 months after Power BI is deployed

Cognos report migration

All standard reports developed by USA Staffing and custom reports built by users must be re-built within Power BI due to changes in the underlying data models. USA Staffing will provide Power BI training and resources to all report authors and will provide support in building new reports and dashboards to meet agency-specific needs

Implementation plan

We anticipate the Power BI implementation will take several months as we build out the infrastructure and develop new data models and standard reports/dashboards. Currently, we expect to provide agency access to Power BI in USA Staffing by the end of FY 2021

DSS implications

DSS is based on the Cognos API and will not be available when Cognos is no longer supported for agency use. USA Staffing is developing a library of bulk data APIs that will replace DSS. We plan on launching these new APIs as they are developed (starting in Spring 2021). We expect to deploy the full set of APIs in FY 2022



Next Steps

No action is required by agencies at this time. As we implement Power BI, the USA Staffing team will:

- Provide regular updates at Advisory Board, Reporting & Analytics Workgroup meetings, and agency Quarterly Program Reviews
 - A **Special Edition Reporting and Analytics Workgroup** meeting is scheduled for **Wednesday, May 12 at 1:00 PM EDT** to share the information currently available about the implementation of Power BI.
- Collect feedback from our user community on reporting requirements and priorities
- Work directly with your agency's USA Staffing users to prepare for the transition to the new tool

Please contact Caleb Judy (caleb.judy@opm.gov) or your USA Staffing Account Manager if you have questions regarding the transition to Power BI.

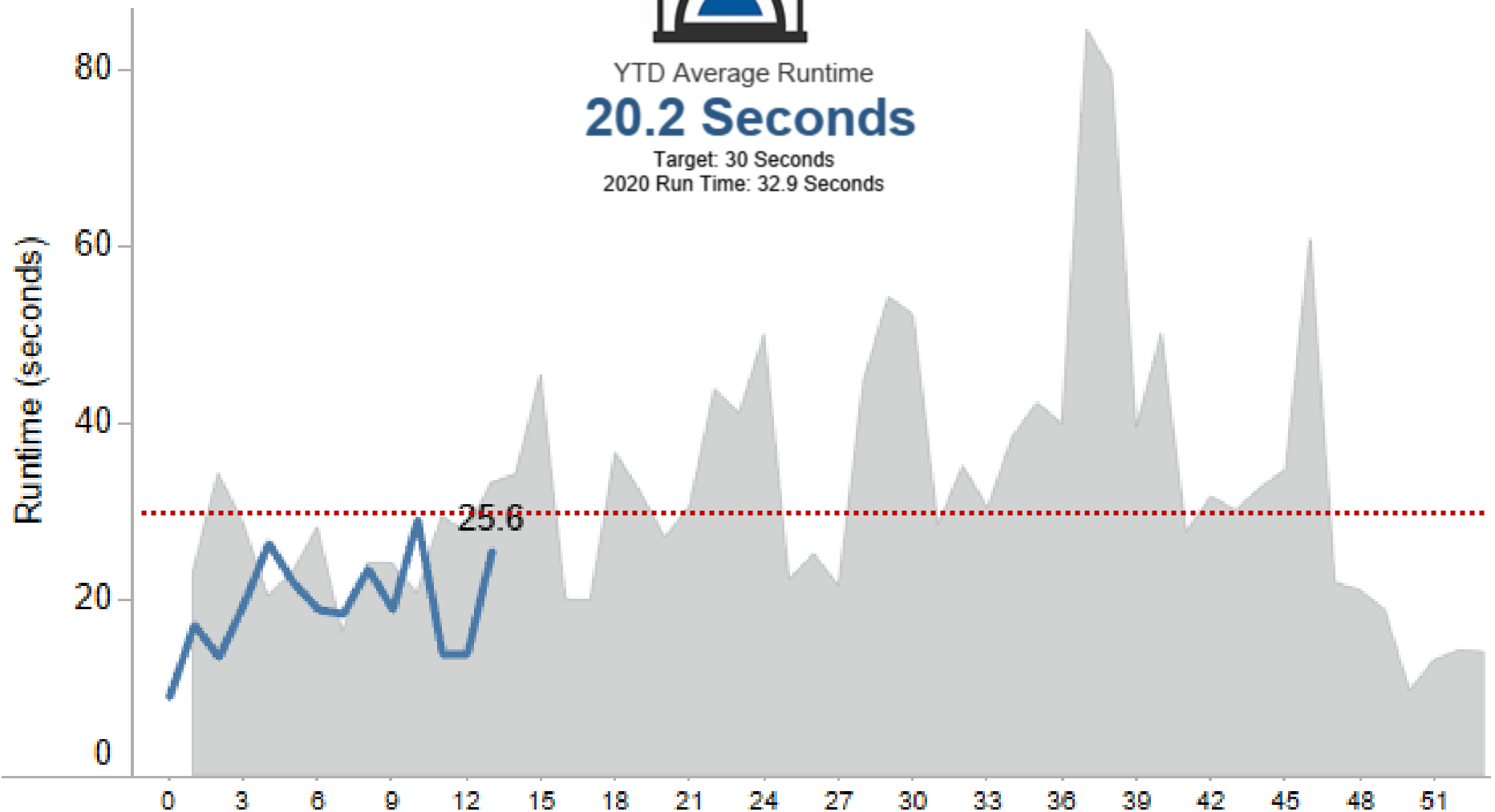


Cognos Performance Metrics



YTD Average Runtime
20.2 Seconds

Target: 30 Seconds
2020 Run Time: 32.9 Seconds



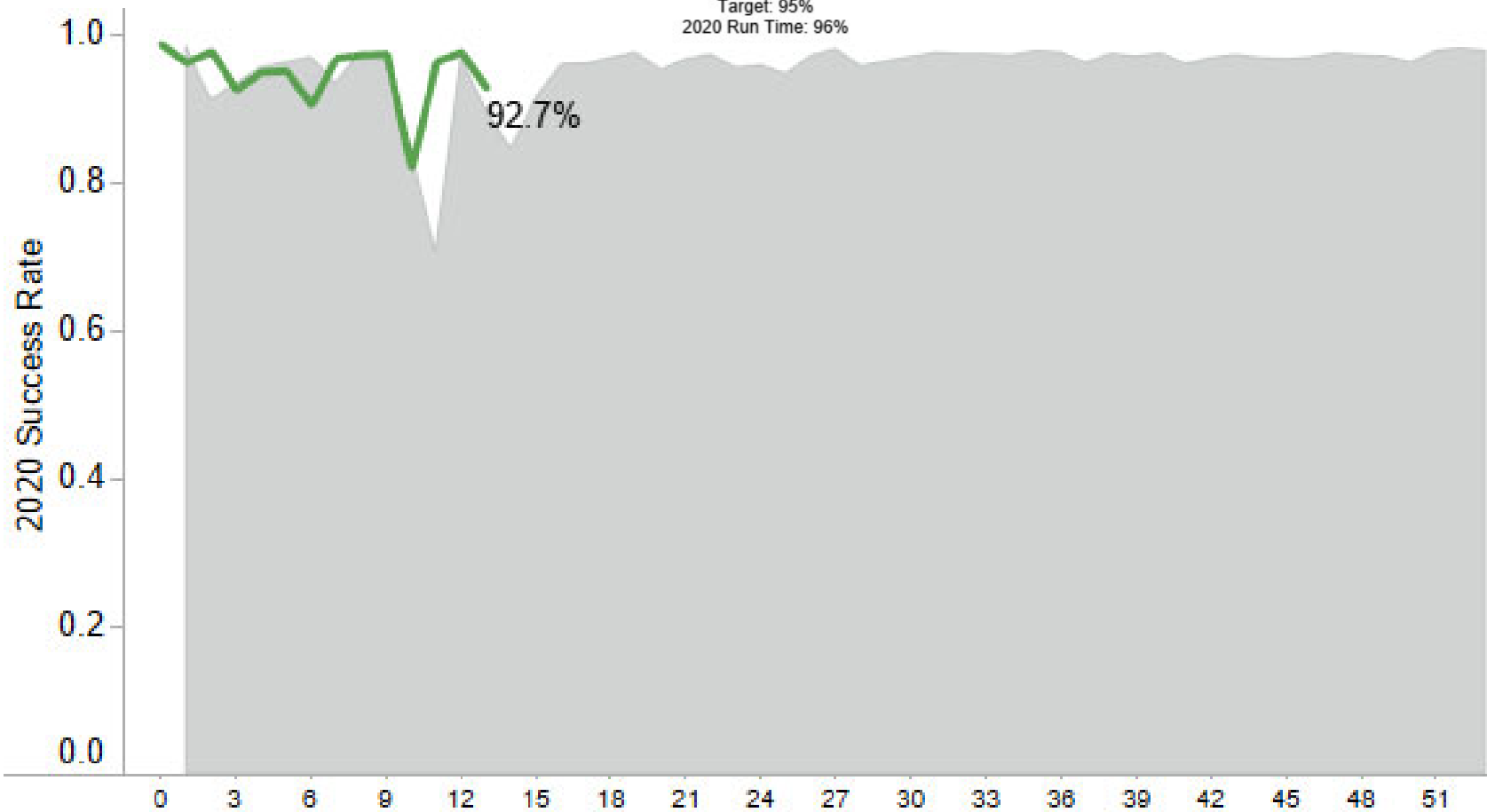


YTD Success Rate

94.3%

Target: 95%

2020 Run Time: 96%

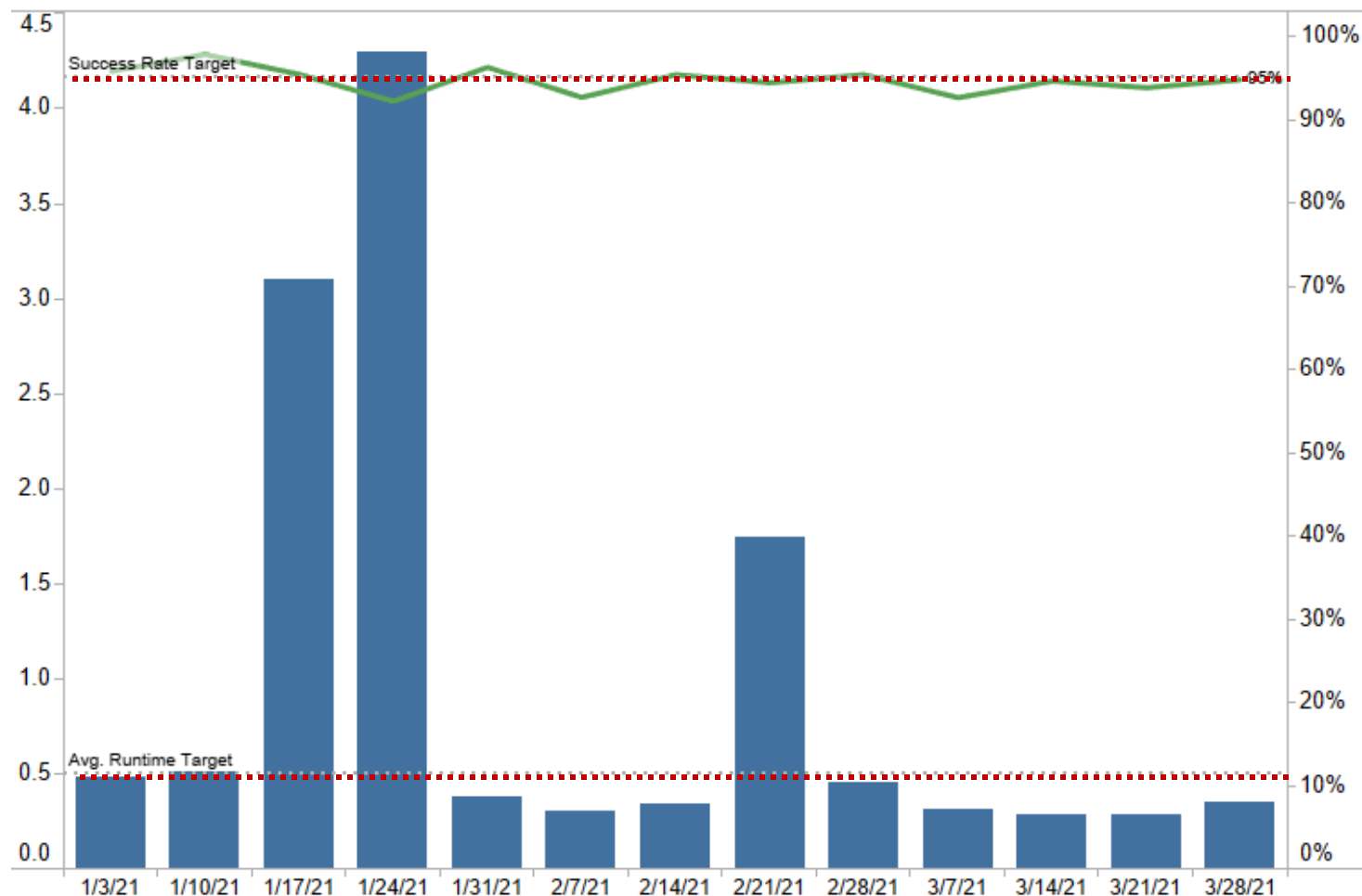




HDW Standard Report Performance

YTD Average Runtime
0.87 Minutes

YTD Success Rate
95%





HDW Standard Report Metrics

Report Name	Report Runs	Avg Success Rate	Avg Runtime (mins)
Announcement Status Dashboard	577	97.2%	0.074
Announcement Status Report	1,047	98.1%	0.070
Applicant Dashboard	589	92.9%	0.389
Applicant List Report	784	90.7%	0.721
Applicant Scores by Assessment Report	75	97.3%	0.204
Application History Report	167	99.4%	0.241
Areas of Waste Report	400	83.7%	1.474
Assessment Content Report	52	100.0%	0.133
Assessment Items and Applicant Responses ..	17	88.2%	0.424
Assessment, Items, and Competency Usage ..	59	98.3%	0.021
Certificate Activity Dashboard	250	97.6%	0.028
Certificate Activity Report	344	96.8%	0.028
Certificate Review Detail Report	72	98.6%	0.062
Certificate Status Dashboard	304	91.8%	0.494
Certificate Status Report	617	91.2%	0.222
Declinations Dashboard	230	88.3%	0.914
Delegated Examining Audit Report	109	94.5%	0.076
Delegated Examining Production Activity	57	93.0%	0.020
eOPF Transmission Report	65	83.1%	0.639
New Hire Dashboard	361	94.5%	0.760
New Hire Detail Report	860	95.9%	2.602
Production Statistics Dashboard	269	96.7%	0.181
Recruitment Sources Dashboard	132	97.0%	0.084
Recruitment Sources Report	81	93.8%	0.210
Referrals by Certificate Report	53	100.0%	0.116
Request Overview Dashboard	250	95.6%	3.394
Request Overview Report	440	92.7%	4.391
Request Vacancy Information	86	97.7%	0.015
Selectees without Requests Report	13	92.3%	0.066
Staffing Process Tracking Report	402	92.8%	3.719
USA Hire Tracking Report	246	99.2%	0.065
Vacancy Overview Dashboard	326	97.5%	0.150
Vacancy Overview Report	581	99.1%	0.049



Foresee Survey



A **survey** is available in Cognos to **collect feedback** on your experience and **measure the effectiveness** of the interface.

What is your overall level of satisfaction with Cognos reporting today?



What types of reports did you use today? (Select all that apply)

- | |
|---|
| <input type="checkbox"/> Standard reports |
| <input type="checkbox"/> Custom reports developed by the USA Staffing Program Office |
| <input type="checkbox"/> Custom reports developed by someone in my organization or office |
| <input type="checkbox"/> Custom reports that I developed |

Additional comments?

- | |
|---|
| <input type="radio"/> a. General Feedback |
| <input type="radio"/> b. Technical Issue |
| <input type="radio"/> c. Compliment |
| <input type="radio"/> d. Suggestion for Improvement |

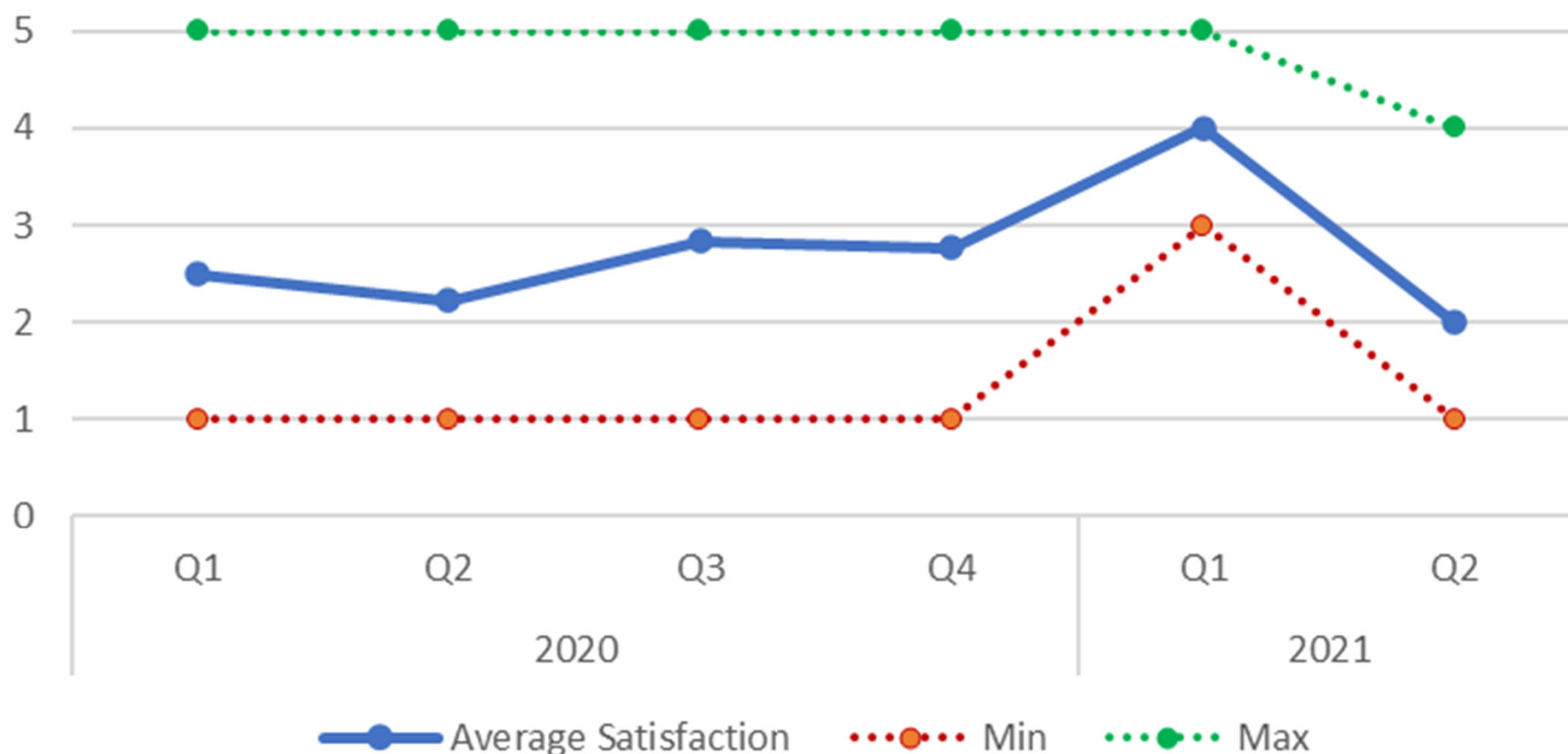
We need and value your *anonymous* feedback!



Overall Satisfaction

What is your overall level of satisfaction with Cognos reporting today?

Overall Average = 2.57 (▼ 0.05) N = 53

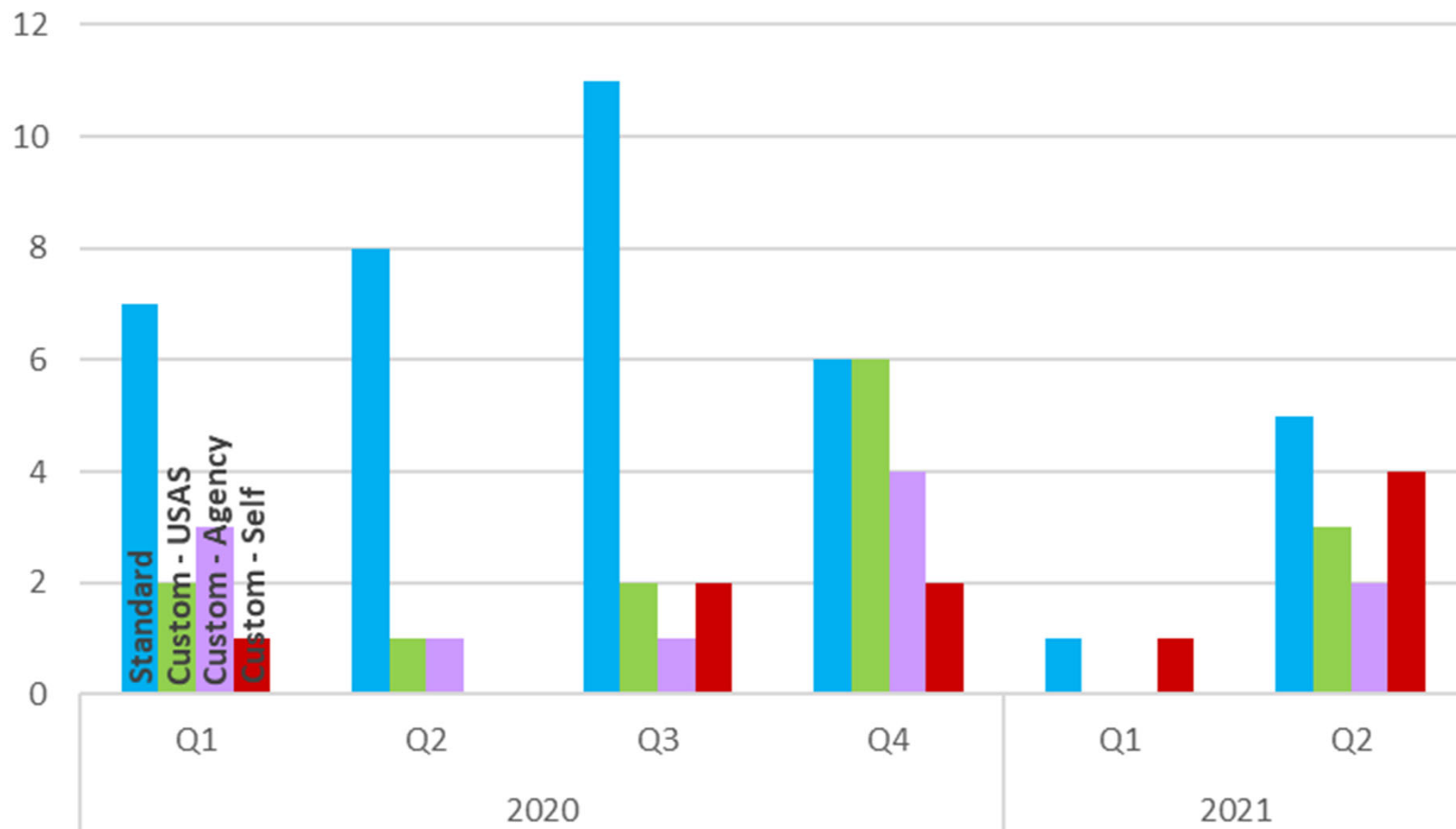




Type(s) of Reports

What types of reports did you use today? (Select all that apply)

Most respondents (71.7%) are using standard reports





Navigation

I was able to easily navigate the folder structure to find the report(s) I needed.

45% Positive Responses (▼ 1%)



■ a. Strongly Agree ■ b. Agree ■ c. Neither Agree Nor Disagree ■ d. Disagree ■ e. Strongly Disagree



Report Runtime

I was able to access the data I needed in a reasonable amount of time

26% Positive Responses (▼ 2%)



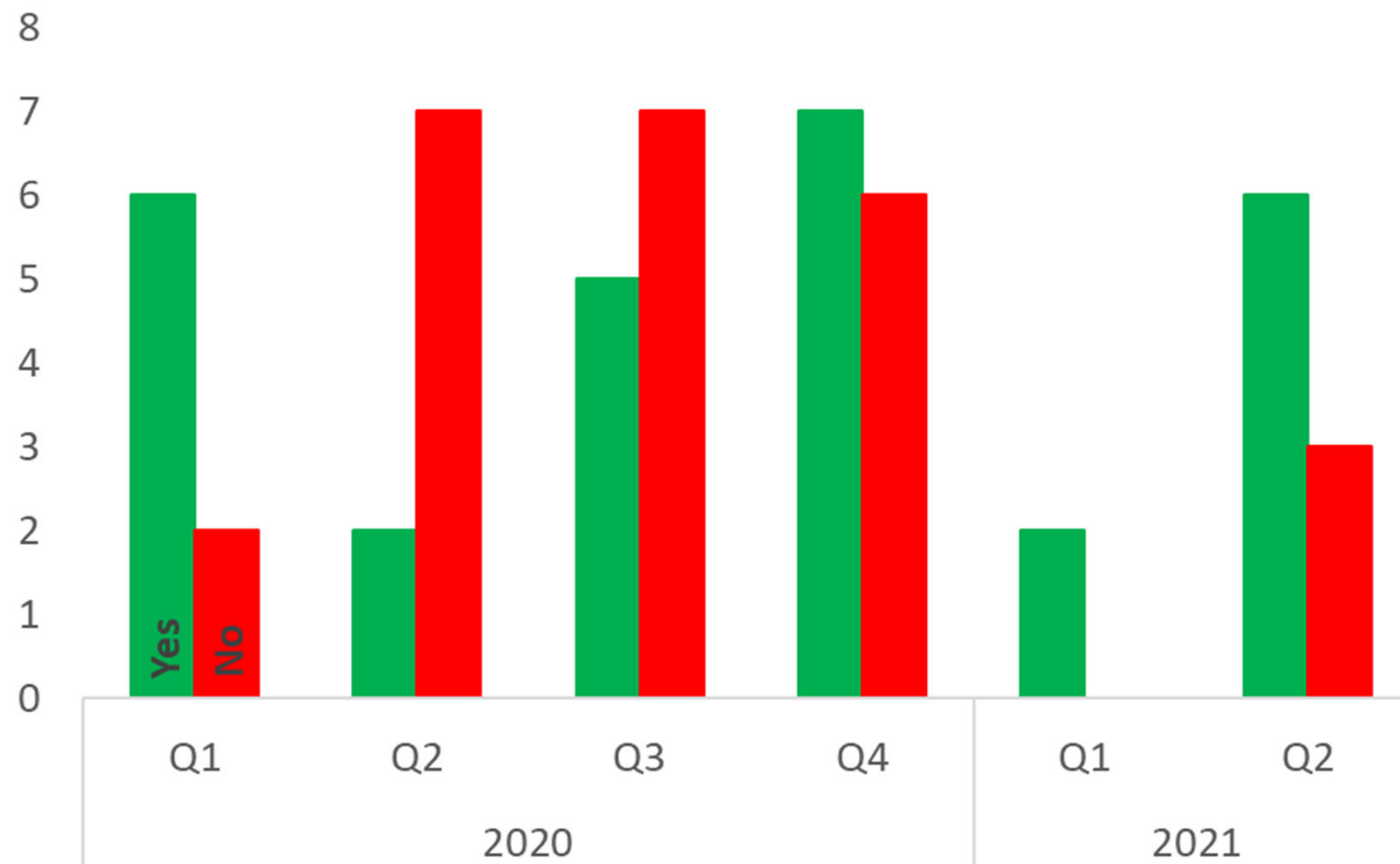
■ a. Strongly Agree ■ b. Agree ■ c. Neither Agree Nor Disagree ■ d. Disagree ■ e. Strongly Disagree



Report Training

Have you attended reports training (for report authors or report consumers) offered by the USA Staffing Program Office?

28 of 53 Respondents have attended training





Comments

Comments and suggestions from FY2021

Themes:

- The reporting module is not intuitive on how to navigate to and run reports
- Functionality of Cognos, particularly on Fridays



Reporting User Satisfaction Survey

A new **bi-annual customer satisfaction survey** will launch on Monday April 19, 2021.

Look for an email from USASurvey@opm.gov.

This new survey is designed to gather in-depth and comprehensive feedback about products and services provided by the USA Staffing Reporting teams, including:

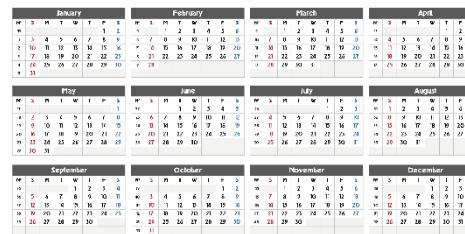
- Business Intelligence tool
- Data available for reporting
- Standard reports
- Interconnections
- Workgroups
- Training
- Support

Foresee Survey



Feedback for today

Reporting User Satisfaction Survey



Feedback for the last ~6 months



Cognos Training Program

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



Cognos Training Dates

Report Consumer Training

Report Author Training

Advanced Author Forum

Dates

Tuesday, May 11
12:30 – 4:30 PM EDT

Tuesday, July 13
12:30 – 4:30 PM EDT

Tuesday, September 14
12:30 – 4:30 PM EDT

Tuesday, November 16
12:30 – 4:30 PM EDT

Tuesday, June 15
10:00 AM – 4:00 PM EDT

+

Wednesday, June 16
10:00 AM – 3:00 PM EDT

Tuesday, August 17
10:00 AM – 4:00 PM EDT

+

Wednesday, August 18
10:00 AM – 3:00 PM EDT

Thursday, May 6
11:00 AM – 12:00 PM EDT

Thursday, June 3
11:00 AM – 12:00 PM EDT

Thursday, July 1
11:00 AM – 12:00 PM EDT

Thursday, August 5
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.



Retiring New Hire (End of Day)

The New Hire (End of Day) data package was intended to supplement or replace the New Hire namespace in the Staffing Reports data package.

- ▼ New Hire (End of Day)
 - ▼ Presentation View
 - ▼ New Hires
 - ▼ New Hire Detail
 - ▶ New Hire
 - ▶ New Hire Appointing Authorities
 - ▶ New Hire Forms
 - ▶ New Hire Forms Transmissions
 - ▶ New Hire Interconnection Transmissions
 - ▶ New Hire Job Offers
 - ▶ New Hire Mission Critical Occupations
 - ▶ New Hire Notifications
 - ▶ New Hire Onboarding Benefits Contacts
 - ▶ New Hire Onboarding Documents
 - ▶ New Hire Onboarding Documents Transmissions
 - ▶ New Hire Onboarding HR Contacts
 - ▶ New Hire Onboarding Invitations
 - ▶ New Hire Onboarding Payroll Contacts
 - ▶ New Hire Phone Numbers
 - ▶ New Hire Tenant
 - ▶ New Hire Request Detail
 - ▶ New Hire Task Detail
 - ▶ New Hire Vacancy Detail

Migrate reports using
New Hire (End of Day)
to Hiring Data
Warehouse



Contact
USASTaffingData@opm.gov
or submit a HD ticket if you
need assistance.

- ▼ Hiring Data Warehouse
 - ▼ Presentation View
 - ▶ Announcements
 - ▶ Applicants
 - ▶ Applications
 - ▶ Assessment Packages
 - ▶ Certificates
 - ▼ New Hires
 - ▼ New Hire Contacts
 - ▶ Benefits Contacts
 - ▶ HR Contacts
 - ▶ Payroll Contacts
 - ▼ New Hire Information
 - ▶ Agency and Duty Locations
 - ▶ Aliases
 - ▶ Interconnection Transmissions
 - ▶ New Hire
 - ▶ New Hire Address
 - ▶ New Hire Offices
 - ▶ New Hire Organizations
 - ▶ New Hire Phone Numbers
 - ▶ New Hire Position
 - ▼ New Hire Notifications
 - ▶ Job Offers
 - ▶ Onboarding Invitations
 - ▶ Onboarding Notifications
 - ▶ New Hire Request Information
 - ▼ Onboarding Forms and Documents
 - ▶ Forms
 - ▶ Onboarding Documents



Retiring New Hire (End of Day)

The following data items in New Hire (End of Day) are **planned for HDW** but are **still in development**.

Fields in New Hire (End of Day) that are in development for HDW:

- New Hire Veterans Preference Status
- New Hire Form Status
- New Hire Request Customer...
 - Department Code
 - Department Name
 - eOPF Instance
 - Fax Number
- New Hire Request Appointing Authorities
- New Hire Request Mission Critical Occupations

There are currently 318 customer reports using New Hire (End of Day). Run the Cognos Reports List report (selecting New Hire End of Day in the prompt) to obtain a list of reports for your office/organization.



User License Reporting

The **Staffing Analytics** data package houses the **User License namespace**, which is used for user license reporting. Staffing Analytics data is contained within the **Recruitment Data Warehouse (RDW)**, which we would like to **retire**.

The RDW **load process takes several hours** to complete and **fails** often.

The **User License** namespace is **complex**, making report design **difficult** and **prone to error/incorrect numbers**.

- Staffing Analytics
 - Presentation View
 - Hiring Process
 - User Licenses
 - User License Detail
 - Permission Profiles
 - Staffing Customer
 - Staffing Offices
 - Staffing Organizations
 - User Accounts
 - Account User Creation Date
 - Account User Current Indicator
 - Account User Email
 - Account User Employee ID
 - Account User First Name
 - Account User Full Name
 - Account User Last Login Date
 - Account User Last Name
 - Account User Middle Initial
 - Account User Name
 - Account User Position Title
 - Account User Record Last Updated
 - Account User Valid From Date
 - Account User Valid To Date
 - User License Metrics
 - Account Exception Indicator



User License Redesign

We will be **redesigning and rebuilding** user license reporting to exist in a new data package.

Goals



Simplicity of Design – make it as easy and intuitive as possible to create and use reports.



Faster Loading – reduce load time significantly, freeing up reporting resources for other data sources.



Incorporate Enhancement Requests – address most, if not all enhancement requests in the backlog.



User License Reporting Support

The **new User License** data package will be made **available in Cognos**, and **Staffing Analytics will be retired** following the transition of existing reports to the new data package.

Transition Support

Standard Reports – current standard User License reports will be created to meet the needs met by the existing standard reports.

Custom Reports –

- USA Staffing Reporting teams are analyzing all existing custom reports that use Staffing Analytics and that have been run at least 5 times in the last year.
- Custom reports will be analyzed to develop requirements for new standard reports to meet the needs met by the custom reports.

Information Sharing – once available in Cognos, information about the new User License will be shared at workgroup meetings and any necessary job aids will be posted on the USA Staffing Resource Center.

Retirement –

- Current standard reports will be retired upon delivery of new standard reports.
- Current custom reports will be retired upon confirmation that the reporting need is met by a report using the new User License data package.
- The Staffing Analytics package will be retired following retirement of all reports that use it as a data source.

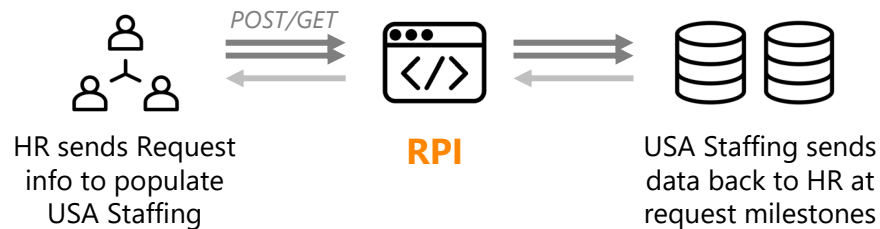


API Update

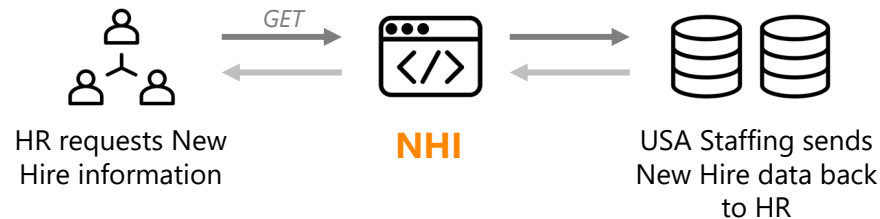


Interconnections

Request Processing Interconnection (RPI)

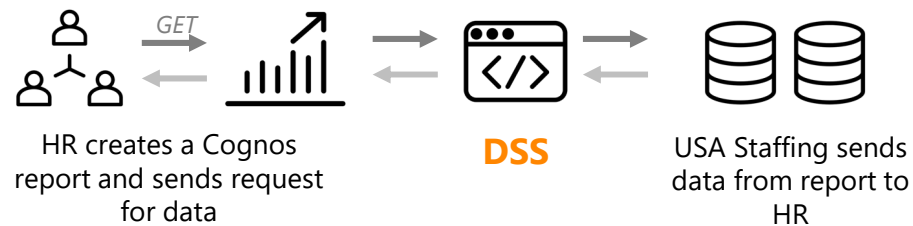


New Hire Interconnection (NHI)



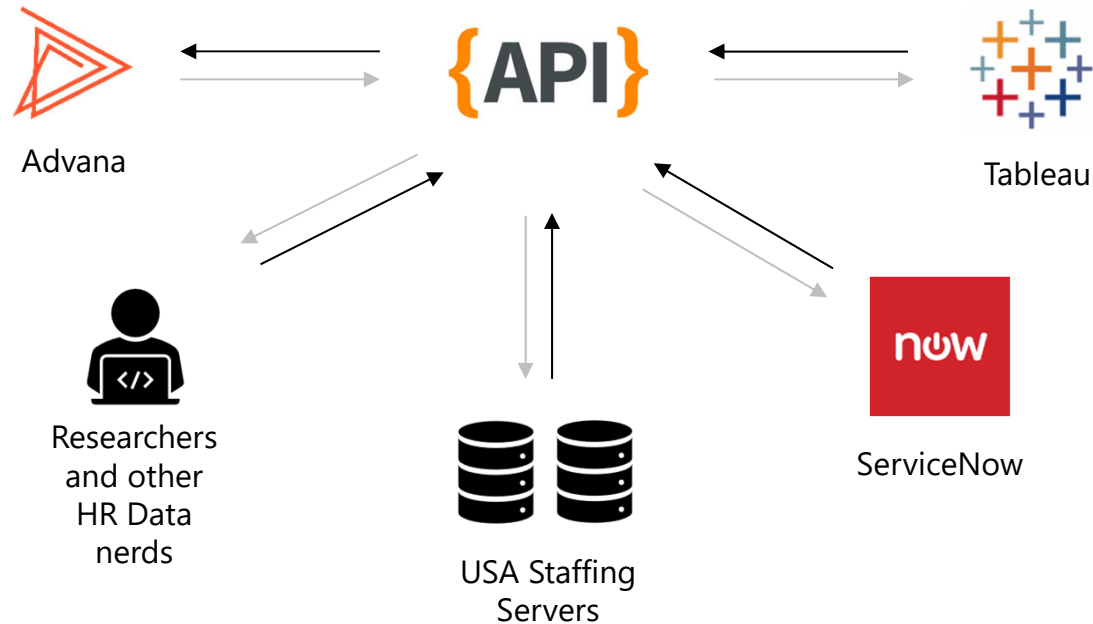
Replacing this

Data Self-Service Interconnection (DSS)



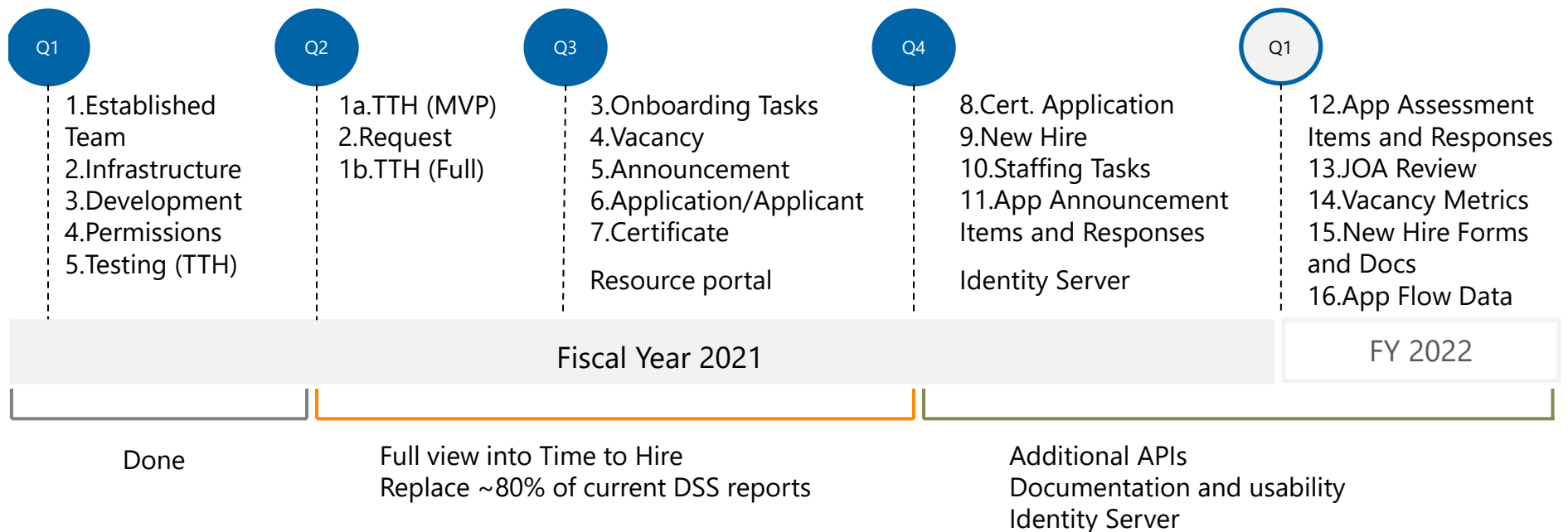


What are USA Staffing Data APIs?





USA Staffing Data API Timeline





API Resources



USA Staffing
Great Government Starts Here®
OPM's Talent Acquisition System for Federal Agencies

Search USA_Staffing_Res Search

Navigation

- Home
- Security And Privacy
- Privacy Policy
- Terms And Conditions Of Use

USA Staffing Resource Center

Welcome to the USA Staffing Resource Center! This site provides important information and resources to support your agency's implementation and use of USA Staffing. We have designed this site with agency leaders, Advisory Board Members, and implementation teams in mind.

RESOURCES

TRAINING

PRODUCTION

STAGF

CURRENT FEATURES

FUTURE FEATURES

REPORTING & ANALYTICS

INTERCONNECTIONS

USA HIRE

CALENDAR

COMMUNICATIONS

ADDITIONAL INFO

https://help.usastaffing.gov/ResourceCenter/index.php?title=USA_Staffing_Resource_Center



API Developer Portal



The collage displays several examples of API Developer Portals. On the left, the VA Lighthouse APIs portal features a blue header and a focus on a 'Veteran-centered API platform'. Below it, the Skyscanner API Documentation is shown with a dark theme. In the center, the ProgrammableWeb API Directory lists various APIs, including the Merriam-Webster Dictionary API. To the right, the Barclays Knowledge base is visible. An orange arrow points from this collage to a detailed screenshot of the USA Staffing API documentation on the right side of the image.

USA Staffing * (API)

Latest Release: v1.0.0 (API)

API Documentation

TIME TO HIRE

<https://localhost:44367/swagger/THOpenAPISpecificationV1.0/swagger.json>

Through this API you can access TimeToHire's Request data.

Resource

GET `/api/v(version)/staffing/tth/request` Get a subset of data from the FactRequestDetails table based on query parameters.

Parameters

Name	Description
AnnouncementID <i>integer (\$int64)</i> <i>query</i>	Announcement ID is used to identify the job
AnnouncementNumber <i>string</i>	Announcement Number Ut dapibus blandit nisi non diction arcu consequat utismod

USAStaffingInterconnections@opm.gov



Modifications to Reports and Data Models

Sprint 59 deployed to Production on March 17th

Sprint 60 deployed to Production on March 31st

Sprint 61 will be deployed to Production on April 14th



Reports

New/Modified Reports

Announcement Status Dashboard – deployed March 17th

The Announcement Status Dashboard was modified. This report contains visualizations and tabular data showing the status of announcements to support HR user workload management. The dashboard was updated to include the announcement released date/time and vacancy pay plan-series-grade on each of the pages containing tabular data.

- Team Content > USA Staffing Packages and Folders > Hiring Data Warehouse

Announcement Status Report – deployed March 17th

The Announcement Status Report was modified. This report contains tabular data showing the status of announcements to support HR user workload management. The report was updated to include the announcement released date/time and vacancy pay plan-series-grade on each of the pages containing tabular data.

- Team Content > USA Staffing Packages and Folders > Hiring Data Warehouse



Reports

New/Modified Reports

Assessment Items and Applicant Responses Report – deployed March 31st

The Assessment Items and Applicant Responses Report was created. This report contains tabular data displaying vacancy and assessment information, a list of applicants, and applicant responses to assessment questions.

- Team Content > USA Staffing Packages and Folders > Hiring Data Warehouse

Certificate Status Dashboard – deployed March 17th

The Certificate Status Dashboard was modified. This report contains visualizations and tabular data displaying the status of issued certificates. The dashboard was updated to include additional metrics related to total hires as well as certificate status.

- Team Content > USA Staffing Packages and Folders > Hiring Data Warehouse

Certificate Status Report – deployed March 17th

The Certificate Status Report was modified. This report contains tabular data displaying the status of issued certificates. The report was updated to include additional metrics related to total hires as well as certificate status.

- Team Content > USA Staffing Packages and Folders > Hiring Data Warehouse



Reports

New/Modified Reports

New Hire Dashboard – deployed March 31st

The New Hire Dashboard was modified. This report contains visualizations and tabular data showing new hire metrics and details about new hires. The dashboard was updated to include additional details about new hires on report pages containing tabular data. These details include projected start date, prolonged start date reason, new hire pay plan-series-grade and position title, new hire status, and the new hires' eVerify case number.

- Team Content > USA Staffing Packages and Folders > Hiring Data Warehouse

New Hire Detail Report – deployed March 31st

The New Hire Detail Report was modified. This report contains tabular data displaying a list of new hires by organization, office, and customer, with detailed information about the request associated with the new hire, new hire status, and completion dates of tasks included in the typical onboarding workflows. The report was modified to include additional details about new hires such as projected start date, prolonged start date reason, new hire pay plan-series-grade and position title, new hire status, and the new hires' eVerify case number.

- Team Content > USA Staffing Packages and Folders > Hiring Data Warehouse



Reports

New/Modified Reports

Selectees without Requests Report – deployed March 17th

The Selectees without Requests Report was created. This report contains tabular data displaying selections where a request number has not been assigned to a selectee.

- Team Content > USA Staffing Packages and Folders > Hiring Data Warehouse

USA Hire Tracking Report – deployed March 17th

The USA Hire Tracking Report was modified. This report contains tabular data showing the vacancies that use one or more USA Hire assessments and the applicants that are pending completion of the required assessment(s). The report was modified to include additional details about vacancies using USA Hire, including vacancy pay plan-series-grade, announcement types, announcement number, and announcement open and close dates.

- Team Content > USA Staffing Packages and Folders > Hiring Data Warehouse



Hiring Data Warehouse

Data Model Changes

Announcement – will be deployed April 14th

New query items were added to enable reporting on additional characteristics of the announcement as well as the new USAJOBS Job Status.

- Announcements folder
 - Announcement Information sub-folder
 - Applicant List query subject
 - [Presentation View].[Announcement].[Announcement Locations]
 - [Presentation View].[Announcement].[Display Default Benefits Text?]
 - [Presentation View].[Announcement].[Promotion Potential]
 - [Presentation View].[Announcement].[USAJOBS Job Status]
 - [Presentation View].[Announcement].[USAJOBS Job Status Last Modified Date/Time]



Hiring Data Warehouse

Data Model Changes

Applicant Lists – deployed March 17th

A new query subject and associated query items were added to enable reporting on attributes of applicant lists.

- Applicants folder
 - Applicant List Information sub-folder
 - Applicant List query subject
 - [Presentation View].[Applicant List].[Applicant List Certificate Type]
 - [Presentation View].[Applicant List].[Applicant List Last Modified Date/Time]
 - [Presentation View].[Applicant List].[Applicant List Name]
 - [Presentation View].[Applicant List].[Applicant List Type]

*The Applicant List area currently only includes the Applicant List query subject (which provides characteristics about the applicant list). In the future, a separate query subject will be available to enable reporting on the applicants included on an applicant list.



Hiring Data Warehouse

Data Model Changes

Application Metrics – deployed March 31st

A new query item was added to enable reporting on declinations and withdrawals at the application rating combination level..

- Applications folder
 - Application Metrics sub-folder
 - Application Metric query subject
 - [Presentation View].[Application Metric].[Applications Declined/Withdrawn]

Application Metric	Criteria
Applications Declined/Withdrawn	Meets criteria for Applications + is on at least one non-cancelled certificate for that rating combination + has an audit code of "Withdrawn from Consideration", "Declined Position", "Declined Salary/Grade", "Declined Location", "Declined Interview/Assessment", "Declined During Negotiations", "Accepted Another Position with Agency", or "Failed to Reply" = 1; all else = 0.



Hiring Data Warehouse

Data Model Changes

Certificate Filters – will be deployed April 14th

A new sub-folder, query subjects, and query items were added to enable reporting on the filters applied when issuing a certificate.

- Certificates folder
 - Certificate Filters sub-folder
 - Certificate Actions query subject
 - [Presentation View].[Certificate Actions Filters].[Certificate Actions Filter]
 - Certificate Assessment Filters query subject
 - [Presentation View].[Certificate Assessment Filters].[Certificate Assessment Filter Assessment]
 - [Presentation View].[Certificate Assessment Filters].[Certificate Assessment Filter Battery]
 - [Presentation View].[Certificate Assessment Filters].[Certificate Assessment Filter Cutpoint]
 - [Presentation View].[Certificate Assessment Filters].[Certificate Assessment Filter Name]
 - [Presentation View].[Certificate Assessment Filters].[Certificate Assessment Filter Type]



Hiring Data Warehouse

Data Model Changes

Certificate Filters (continued) – will be deployed April 14th

- Certificates folder
 - Certificate Filters sub-folder
 - Certificate Category Rating Filters query subject
 - [Presentation View].[Certificate Category Rating Filters].[Certificate Category Rating Filter]
 - Certificate Eligibility Filters query subject
 - [Presentation View].[Certificate Eligibility Filters].[Certificate Eligibility Filter]
 - Certificate Filters query subject
 - [Presentation View].[Certificate Filters].[Certificate Application Date Range Filter]
 - [Presentation View].[Certificate Filters].[Certificate Application Date Type Filter]
 - [Presentation View].[Certificate Filters].[Certificate Eligibilities Filter]
 - [Presentation View].[Certificate Filters].[Certificate Grades Filter]
 - [Presentation View].[Certificate Filters].[Certificate Locations Filter]
 - [Presentation View].[Certificate Filters].[Certificate Series Filters]
 - Certificate Grade Filters query subject
 - [Presentation View].[Certificate Grade Filters].[Certificate Grades Filter]



Hiring Data Warehouse

Data Model Changes

Certificate Filters (continued) – will be deployed April 14th

- Certificates folder
 - Certificate Filters sub-folder
 - Certificate Location Filters query subject
 - [Presentation View].[Certificate Location Filters].[Certificate Location City Filter]
 - [Presentation View].[Certificate Location Filters].[Certificate Location Code Filter]
 - [Presentation View].[Certificate Location Filters].[Certificate Location Country Filter]
 - [Presentation View].[Certificate Location Filters].[Certificate Location Description Filter]
 - [Presentation View].[Certificate Location Filters].[Certificate Location State Filter]
 - Certificate Record Status Code Filters query subject
 - [Presentation View].[Certificate Record Status Code Filters].[Certificate RSC Filter]
 - Certificate Series Filters query subject
 - [Presentation View].[Certificate Series Filters].[Certificate Series Filter]
 - Certificate Specialty Filters query subject
 - [Presentation View].[Certificate Specialty Filters].[Certificate Specialty Filters]
 - Certificate Veterans Preference Filters query subject
 - [Presentation View].[Certificate Veterans Preference Filters].[Certificate Veterans Preference Filters]



Hiring Data Warehouse

Data Model Changes

New Hire Tags – **deployed March 17th**

New query subjects and query items were added to enable reporting on the appointing authority and mission critical occupation tags associated with a new hire.

- New Hires folder
 - New Hire Information sub-folder
 - New Hire Appointing Authorities query subject
 - [Presentation View].[New Hire Appointing Authorities].[New Hire Appointing Authority]
 - [Presentation View].[New Hire Appointing Authorities].[New Hire Appointing Authority Tag Level]
 - New Hire Mission Critical Occupations query subject
 - [Presentation View].[New Hire Mission Critical Occupations].[New Hire Mission Critical Occupation]
 - [Presentation View].[New Hire Mission Critical Occupations].[New Hire Mission Critical Occupation Tag Level]



Hiring Data Warehouse

Data Model Changes

Request Tags – **deployed March 17th**

New query subjects and query items were added to enable reporting on the appointing authority and mission critical occupation tags associated with a request.

- Requests folder
 - Request Information sub-folder
 - Request Appointing Authorities query subject
 - [Presentation View].[Request Appointing Authorities].[Request Appointing Authority]
 - Request Mission Critical Occupations query subject
 - [Presentation View].[Request Mission Critical Occupations].[Request Mission Critical Occupation]



Hiring Data Warehouse

Data Model Changes

Vacancy Settings – deployed March 17th

New query items were added to enable reporting on additional vacancy settings.

- Vacancies folder
 - Vacancy Information sub-folder
 - Vacancy query subject
 - [Presentation View].[Vacancy].[Application Confirmation Message]
 - [Presentation View].[Vacancy].[Automatic Response Notification]
 - [Presentation View].[Vacancy].[Maximum Locations]
 - [Presentation View].[Vacancy].[USA Hire Complete Notification]
 - [Presentation View].[Vacancy].[USA Hire RA Approved Notification]
 - [Presentation View].[Vacancy].[USA Hire RA Denied Notification]
 - [Presentation View].[Vacancy].[USA Hire RA Review Notification]
 - [Presentation View].[Vacancy].[Vacancy Appointing Authorities]
 - [Presentation View].[Vacancy].[Vacancy Cancellation Reason]
 - [Presentation View].[Vacancy].[Vacancy Mission Critical Occupations]
 - [Presentation View].[Vacancy].[Vacancy Position Description Numbers]



Staffing Reports

Data Model Changes

Announcement USAJOBS Job Status – will be deployed April 14th

New query items were added to enable reporting on the new USAJOBS Job Status.

- Applications namespace
 - Announcement Detail folder
 - Announcement query subject
 - [Applications].[Announcement].[Announcement USAJOBS Job Status]
- Certificates namespace
 - Certificate Announcement Detail folder
 - Certificate Announcement query subject
 - [Certificates].[Certificate Announcement].[Certificate Announcement USAJOBS Job Status]



Cognos Tip

HDW Assessment Reporting



Assessment Reporting in HDW

Users can report on the **content** of Announcement Questionnaires and Assessment Packages in HDW, as well as **applicant scores and responses**.

The screenshot displays the HDW Assessment Reporting interface. The top navigation bar includes tabs for Vacancy, Assessment Package, Announcement, Applicant Overview, Certificates, Reviews, and Assessment. The main content area shows the Assessment Questionnaire for a Human Resources Specialist position (Assessment ID 10746). The questionnaire is divided into sections: Biographic Information (13 items), Eligibilities (10 items), Preferences (3 items), and Secret clearance. The 'Secret clearance' section is highlighted with a blue box. The 'Secret clearance' section contains the question: 'Are you willing to obtain a secret clearance?' with a 'Radio Buttons - Yes/No' response option.

Vacancy 10002730 | Assessment Package | Announcement | Applicant Overview | Certificates | Reviews | Assessment

USAJOBS Announcement Title: Human Resources Specialist | Pay Plan-Series-Grade: GS-0201-11/12 | Assessment ID: 10746

Assessment Information | Competencies | Assessment Questionnaire | Screen-Out Criteria | Rating Criteria | Test Plan

+ Assessment Questionnaire (12 Items)

☐ Select All

☐ Thank you for your interest in a Human Resources (HR) Specialist (Recruitment and Placement) position with the Federal government.

+ ☐ 1. Select the one statement that best describes the education and/or experience that you possess that demonstrates your ability to perform HR Specialist (Recruitment and Placement) position with the Federal government.

+ ☐ 2. Do you have one year of specialized experience (equivalent to at least the GS-11 level or pay band in the Federal service) that includes performing the following personnel laws, regulations, practices, and procedures relating to recruitment and placement activities; providing HR consultant/advisory services and products to managers, supervisors, employees, and applicants; analyzing trends and forecasting changes in workforce requirements that may impact future recruitment and placement procedures; conducting job analysis, reviewing applicant qualifications, and referring eligible applicants for consideration; and resolving uncommon recruitment and placement issues; and participating as a lead/senior consultant at meetings/conferences regarding workforce initiatives?

+ ☐ 3. Recommend alternative course of action to accommodate the recruitment/staffing needs of a customer. *

+ ☐ 4. Inform clients or managers about regulatory or policy changes, as well as the potential impact of these changes on their current procedures or programs. *

+ ☐ 5. Consult with client managers and/or subject matter experts to discuss strategies for a recruitment or staffing initiative. *

+ ☐ 6. Provide technical assistance to staff in resolving complex work task. *

+ ☐ 7. Provide authoritative advice to managers and staff members within the organization regarding the development of policies, standards, and procedures concerning recruitment and placement activities.

Vacancy 10110708 | Assessment Package | Announcement | Applicant Overview

USAJOBS Job Title: Test Position | Pay Plan-Series-Grade: GS-0343-9 | Announcement Type: DE-ST | Status: Removed

Announcement Information | Announcement Location | Announcement Questionnaire | Announcement Text

Expand Questionnaire

Announcement Questionnaire

+ Biographic Information (13 items)

+ Eligibilities (10 items)

- Preferences (3 items)

- Willingness to Relocate

Are you willing to relocate for this position without relocation expenses offered?

☒ Radio Buttons - Yes/No

- Willingness to undergo security check

Are you willing to undergo a security check for this position?

☒ Radio Buttons - Yes/No

- Secret clearance

Are you willing to obtain a secret clearance?

☒ Radio Buttons - Yes/No



Assessment Package Data

The Assessment Packages area of HDW contains data on the **characteristics of the Assessment Package** and **content of the assessments** Included.

- ▼ Hiring Data Warehouse
 - ▼ Presentation View
 - ▶ Announcements
 - ▶ Applicants
 - ▶ Applications
 - ▼ Assessment Packages
 - ▼ Assessment Information
 - ▶ Assessment
 - ▶ Assessment Competencies
 - ▶ Assessment Competency Rating Combinations
 - ▶ Assessment Items
 - ▶ Assessment Responses
 - ▼ Assessment Package Information
 - ▶ Assessment Package
 - ▶ Assessment Package Rating Combinations












Data from this area of HDW will return regardless of whether an applicant has started or completed the assessment.

Assessment Package ID	Assessment Package Complete?	Assessment Package Status	Assessment Package Rating Combination	Assessment ID	Assessment Name	Assessment Type
10965	Yes	Complete	0201-11	10746	2730	Questionnaire
			0201-12	10746	2730	Questionnaire



Assessment Scores and Responses

When reporting on **applicant assessment scores and responses** to assessment items, use data from the **Applications area** of HDW.

- ▼  Hiring Data Warehouse
 - ▼  Presentation View
 - ▶  Announcements
 - ▶  Applicants
 - ▼  Applications
 - ▶  Announcement Questionnaire
 - ▶  Application Information
 - ▶  Application Metrics
 - ▼  Assessments
 - ▶  Application Assessment Items and Responses
 - ▶  Application Assessment Ratings

This area of HDW will only return scores for assessments an applicant has completed and items and responses for the items the applicant has completed.

Application Assessment Ratings provides assessment-level applicant scores. Application Assessment Items and Responses provides the content of the item and the response provided by the applicant. Characteristics of the assessment (e.g., assessment name) are also available.



Assessment Scores and Responses

Data from the Assessment Packages and Applications areas **should not** be included in the same query because **data will repeat**.

Assessment Name	Assessment Item Number	Assessment Item Text	Application Number	Application Assessment Name	Application Assessment Item Number	Application Assessment Item Text
2730	1	Select the one statement that best describes the education and/or experience that you possess that demonstrates your ability to perform HR Specialist (Recruitment and Placement) work at the GS-11 level or equivalent pay band in the Federal service.	A7ZFE-P6P7	2730	1	Select the one statement that best describes the education and/or experience that you possess that demonstrates your ability to perform HR Specialist (Recruitment and Placement) work at the GS-11 level or equivalent pay band in the Federal service.
2730	1	Select the one statement that best describes the education and/or experience that you possess that demonstrates your ability to perform HR Specialist (Recruitment and Placement) work at the GS-11 level or equivalent pay band in the Federal service.	A7ZFE-P6P7	2730	10	Conduct special studies in areas requiring added management attention
2730	1	Select the one statement that best describes the education and/or experience that you possess that demonstrates your ability to perform HR Specialist (Recruitment and Placement) work at the GS-11 level or equivalent pay band in the Federal service.	A7ZFE-P6P7	2730	11	Prepare and conduct special studies when needed to determine impact on the AF or identify program areas needing special emphasis



Announcement Questionnaire Data

When reporting on Announcement Questionnaire **content only**, use data from the **Announcements area** of HDW.

- ▼ Hiring Data Warehouse
 - ▼ Presentation View
 - ▼ Announcements
 - ▶ Announcement Information
 - ▼ Announcement Questionnaire Information
 - ▶ Announcement Items
 - ▶ Announcement Response Options
 - ▶ Announcement Screen-Outs

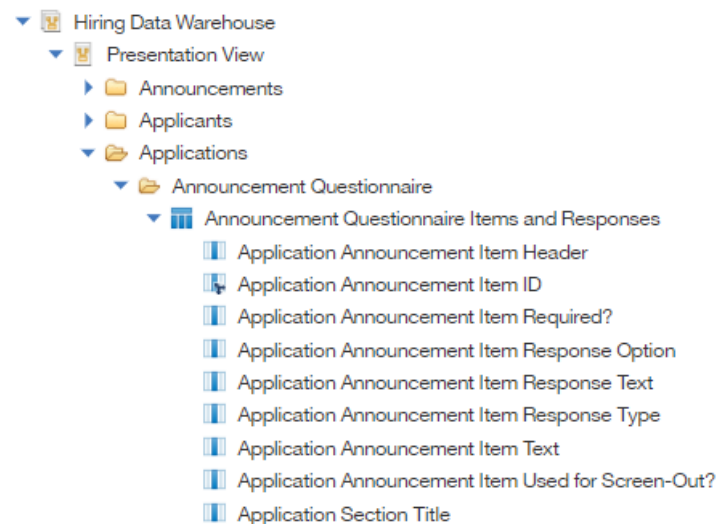
Data items are available to report on all aspects of items and responses, including Section Name, Item Header, Item Text, and response text for multiple choice items.

Section Title	Announcement Item Header	Announcement Item Text	Announcement Item Response Type	Announcement Item Required?
Preferences	Secret clearance	Are you willing to obtain a secret clearance?	Radio Buttons - Yes/No	No
Preferences	Willingness to Relocate	Are you willing to relocate for this position without relocation expenses offered?	Radio Buttons - Yes/No	Yes
Preferences	Willingness to undergo security check	Are you willing to undergo a security check for this position?	Radio Buttons - Yes/No	Yes



Announcement Questionnaire Responses

When reporting on **applicant responses to Announcement Questionnaire items**, use data from the **Applications area** of HDW.



The Announcement Questionnaire Items and Responses includes the text of the items an applicant responded to as well as the applicant's response.

Application Number	Applicant Name	Application Section Title	Application Announcement Item Header	Application Announcement Item Text	Application Announcement Item Response Text
A8SEV-2YV6	Kapowski, Kelly	Preferences	Secret clearance	Are you willing to obtain a secret clearance?	Yes
A8SEV-2YV6	Kapowski, Kelly	Preferences	Willingness to Relocate	Are you willing to relocate for this position without relocation expenses offered?	Yes
A8SEV-2YV6	Kapowski, Kelly	Preferences	Willingness to undergo security check	Are you willing to undergo a security check for this position?	Yes
ABWVU-8KEH	Decker, Dillon	Preferences	Secret clearance	Are you willing to obtain a secret clearance?	Yes
ABWVU-8KEH	Decker, Dillon	Preferences	Willingness to Relocate	Are you willing to relocate for this position without relocation expenses offered?	Yes
ABWVU-8KEH	Decker, Dillon	Preferences	Willingness to undergo security check	Are you willing to undergo a security check for this position?	No

Data from the Announcements and Applications area **should not** be included in the same query because **data will repeat** (similar to when data from the Assessment Packages and Assessments area are used together).



Open Demo and Q&A



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