



USA Staffing

USA Staffing Reporting & Analytics

Reporting and Analytics Workgroup Meeting

April 26, 2022

We will start at approx. 1:03 EDT to allow time for people to sign in

Created by the OPM Federal Staffing Center

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Agenda

- **Program Updates**
 - Power BI Update
 - Cognos Performance Metrics
 - Reporting User Satisfaction Survey
 - Cognos Training Program
 - HDW Data Refreshes
 - Scheduled System Downtime
- **Modifications to Reports and Data Models**
 - Reports
 - Data Models
- **API Updates**
- **Cognos Tip**
 - Workload Assignment Data Relationships
- **Open Demo and Q&A**

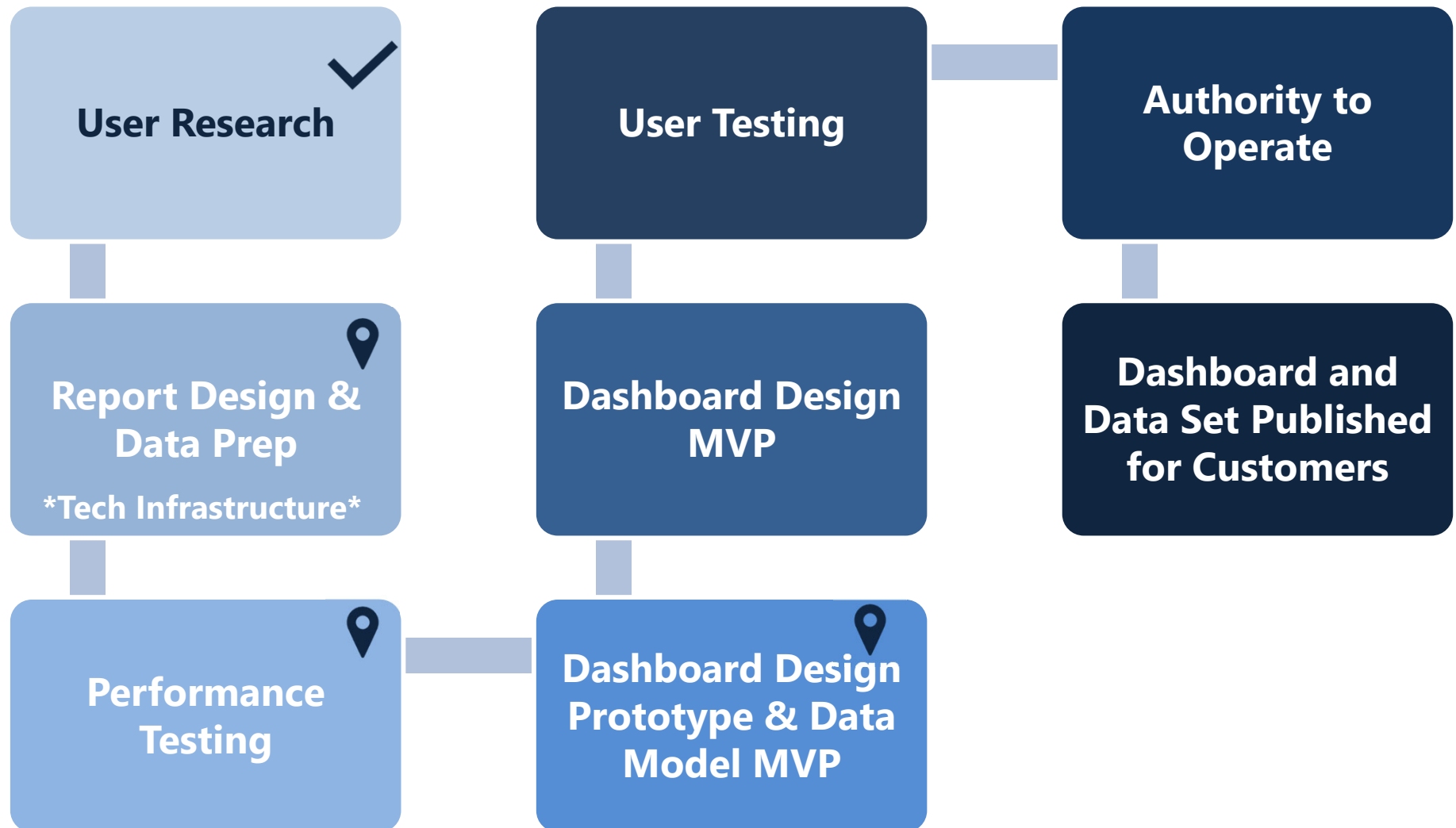


Power BI Update



Power BI Implementation Milestones

Minimum Viable Product (MVP) 1: A data set and dashboard published in a shared workspace available to customers.





Power BI Implementation Milestones

Report Design and Data Prep



Published the first iteration of the dataset in our Sandbox environment

- Next steps:
 - Review tables and data relationships
 - Identify opportunities for performance improvements in data relationships
 - Begin drafting the first iteration of the User License dashboard
 - Identify model changes necessary to support planned metrics and visualizations
- Experimentation with authentication design to determine the best way to have users log in to the system to access Power BI reports (ongoing)
- Coordination with USA Staffing Account Managers to solicit testers for authentication designs

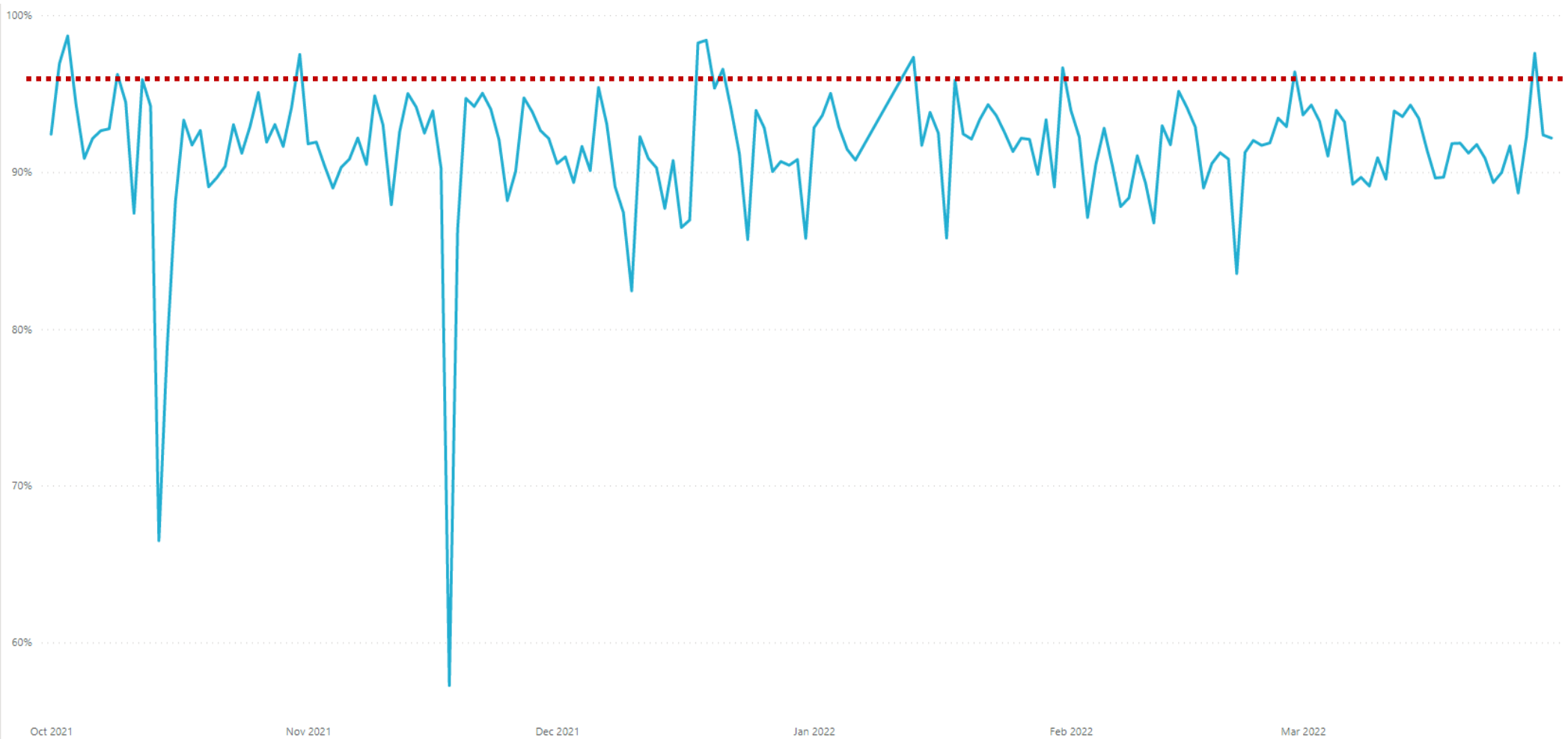


Cognos Performance Metrics



Report Success Rate

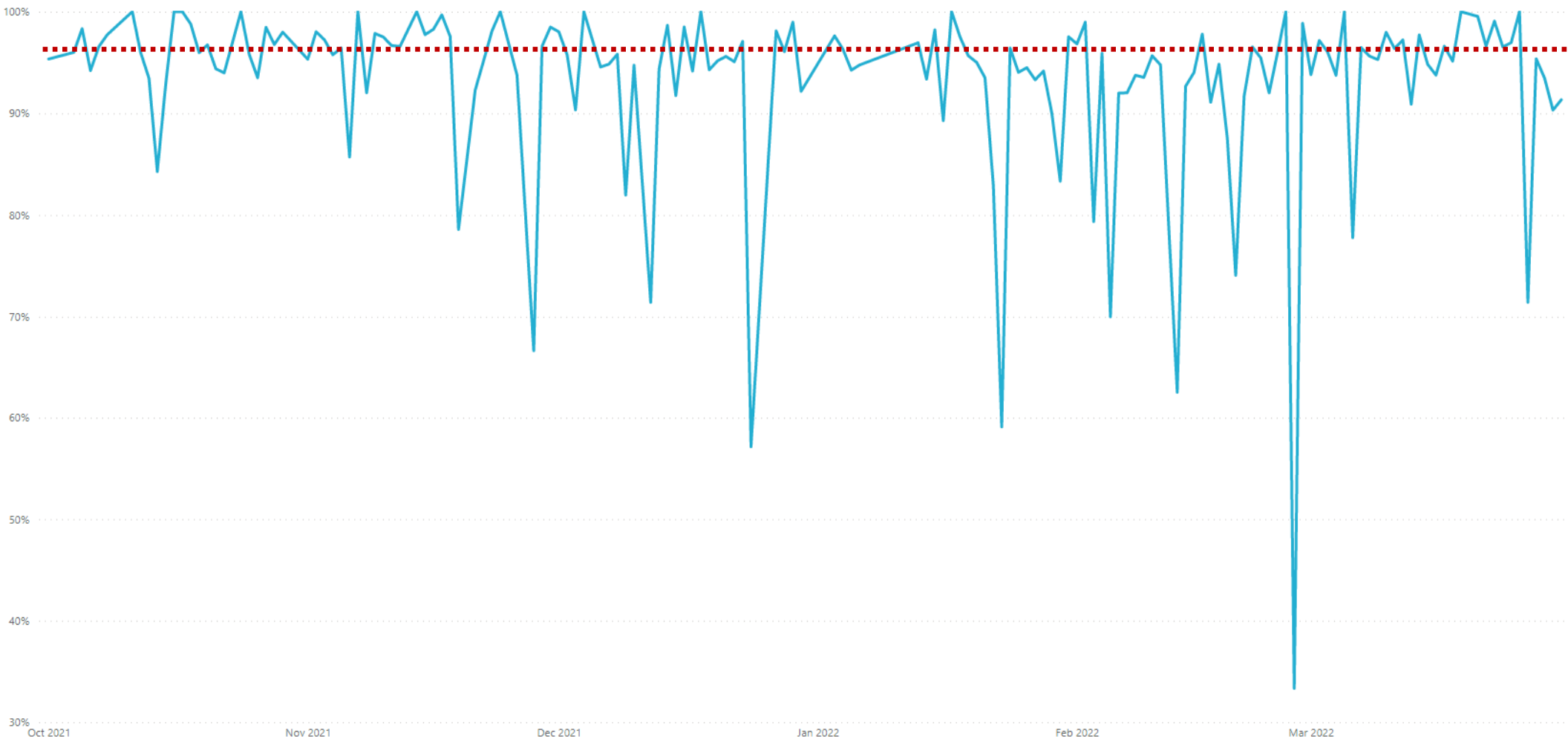
Overall success rate is
91.7%





HDW Report Success Rate

Overall success rate is
94.8%

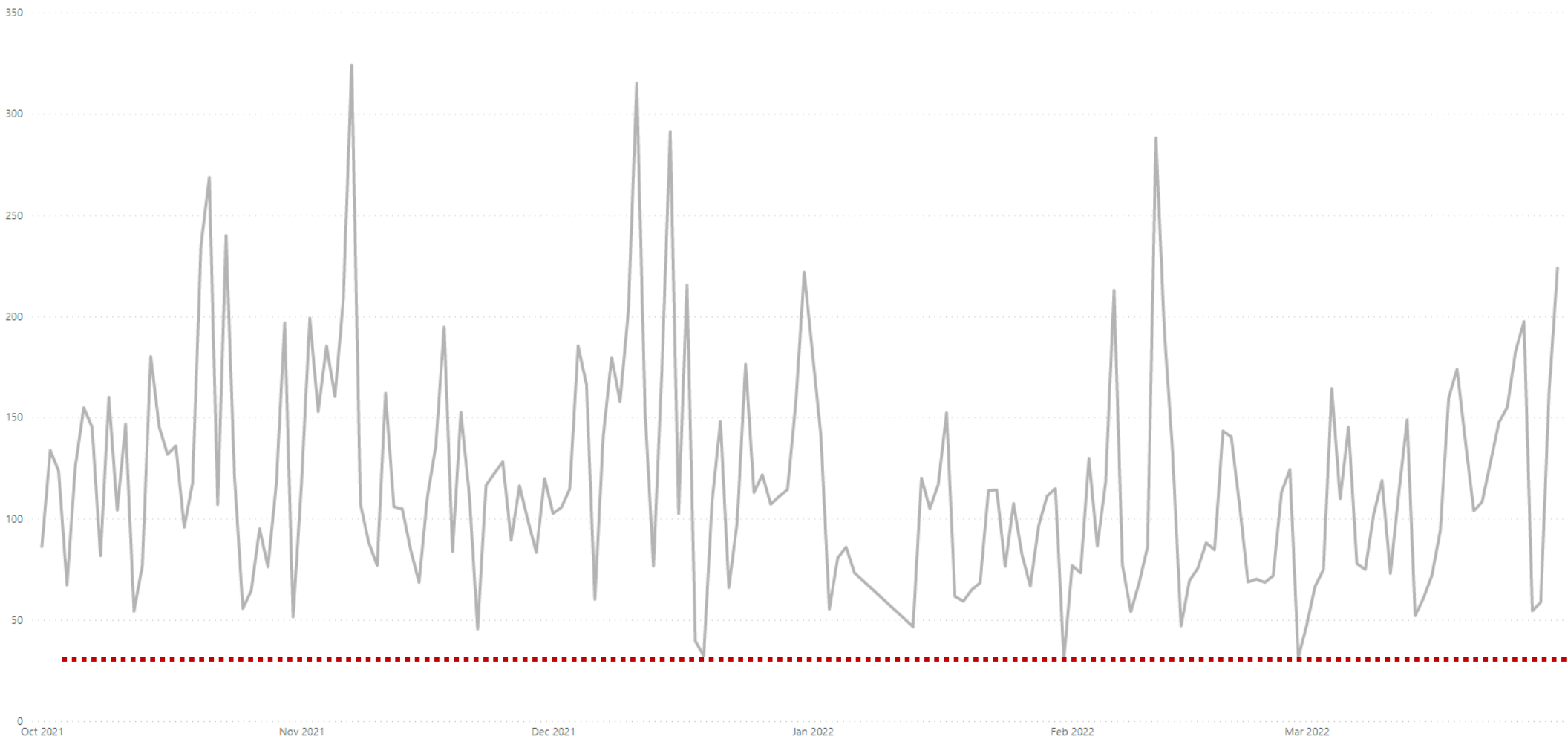


**Note: Data is for all reports using HDW as a data source, not only HDW standard reports as previous updates focused on.*



Runtime Analysis

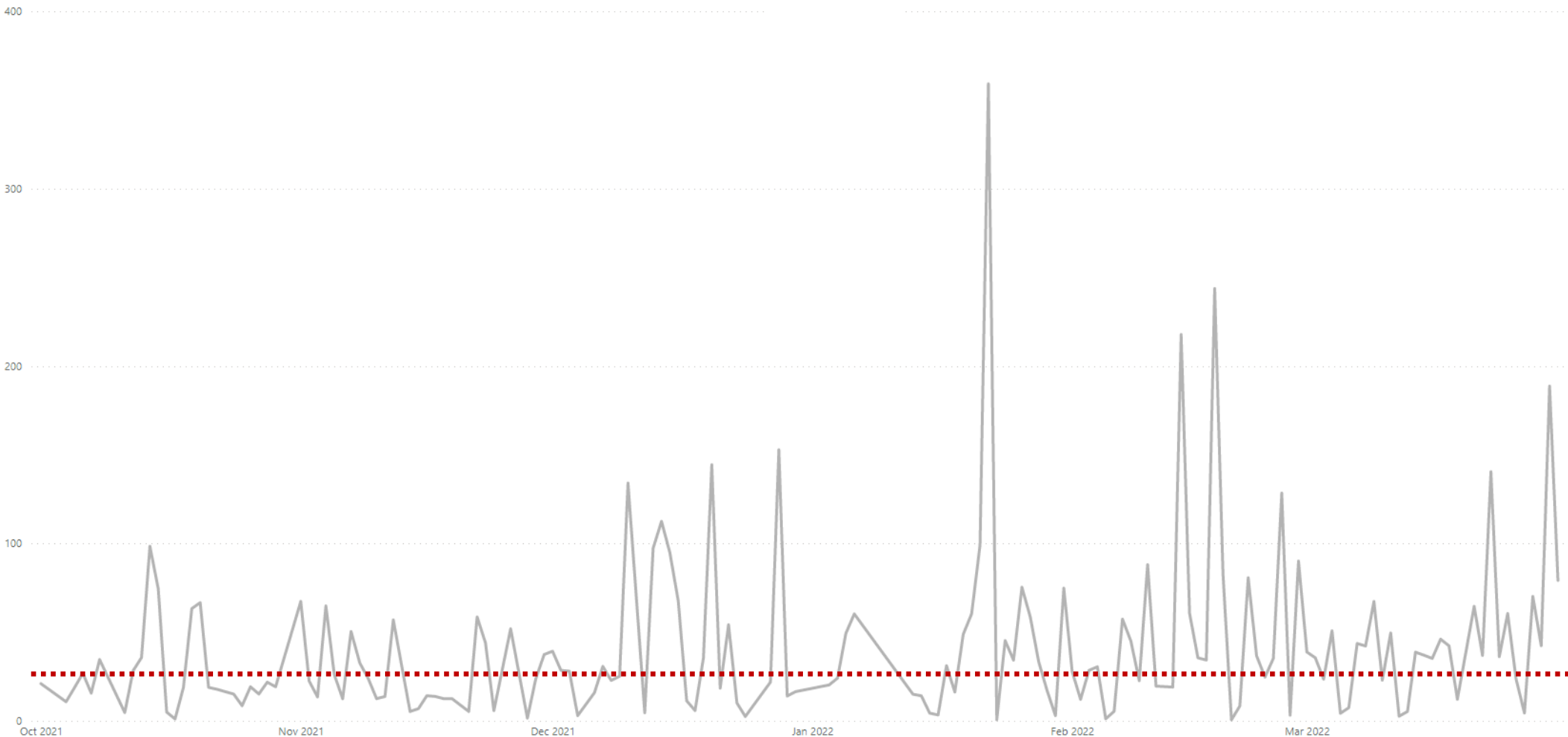
Overall average runtime
is **1 Minute 43 Seconds**





HDW Runtime Analysis

Overall average runtime
is **45.4 Seconds**



**Note: Data is for all reports using HDW as a data source, not only HDW standard reports as previous updates focused on.*



Reporting User Satisfaction Survey

The **bi-annual customer satisfaction survey** will be launched on Monday May 23, 2022 and will be open until **Friday, June 24, 2022**.

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:

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

Personalized invitations were sent from USASurvey@opm.gov.



Cognos Training Program



Cognos Training Program

Report Consumer Training

Report Author Training

Advanced Author Forum

Who?	<ul style="list-style-type: none">• New USA Staffing reports users	<ul style="list-style-type: none">• New report authors	<ul style="list-style-type: none">• Experienced report authors
What?	<ul style="list-style-type: none">• How to navigate to and run reports	<ul style="list-style-type: none">• How to get started building reports	<ul style="list-style-type: none">• Open forum for authors to ask questions
Time?	<ul style="list-style-type: none">• 1/2 day	<ul style="list-style-type: none">• 1 1/2 days	<ul style="list-style-type: none">• 1 hour
When?	One session per month, alternating between each Report Consumer Training and Report Author Training		<ul style="list-style-type: none">• The first Thursday of each month at 11:00 AM EDT
How?	Contact your USA Staffing Account Manager to sign-up.		<ul style="list-style-type: none">• 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 17
1:00 – 4:00 PM EDT

Tuesday, June 28
10:00 AM – 3:00 PM EDT
+
Wednesday, June 29
10:00 AM – 3:00 PM EDT

Thursday, May 5
11:00 AM – 12:00 PM EDT

Thursday, June 2
11:00 AM – 12:00 PM EDT

Thursday, July 7
11:00 AM – 12:00 PM EDT

Thursday, August 4
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.



HDW Data Refreshes

The **Hiring Data Warehouse (HDW)** typically runs jobs to update data 3x daily. Currently, **job runtimes are requiring significantly more time** due to connection issues with servers in the current hosting environment.

Strategies for Resolution:

- Short-Term
 - Migration from the current hosting environment to a new on-prem environment with upgraded infrastructure
 - Scheduled to occur 4/30-5/1 (see next slide)
- Long-Term:
 - Migration of reporting servers to Azure Cloud
 - Timeline TBD

Following migration to the new on-prem environment, we anticipate connection issues to be significantly reduced and that HDW will return to more frequent updates.



Scheduled System Downtime



When:

- Saturday, April 30 approximately 7:30 am to approximately 5:00 pm Sunday, May 1

Why:

- OPM will perform USA Staffing Production maintenance to upgrade the application and reporting hosting environment. This upgrade should help to improve performance and ensure compliance with Federal security guidelines.

What this means for you:

- During this downtime, all USA Staffing and Cognos interfaces will be unavailable.
- A downtime message will be posted on all sites for applicants, new hires, and agency users.



The stated goal in messaging to the Advisory Board is to have the data warehouses up to date when the system comes back online.
This is subject to change due to unknowns in the upgrade process.

We will provide messaging specific to data refreshes as information becomes available.



Retiring Data Packages



Modifications to Reports and Data Models

Sprint 20 deployed to Production on March 30th

Sprint 21 deployed to Production on April 13th

Sprint 22 will be deployed to Production on April 27th



HDW Reports

New/Modified Reports

JOA Review Detail Report – deployed March 30th

The JOA Review Detail Report was created. This report provides tabular data listing the job opportunity announcement (JOA) reviews for a vacancy, including detailed information about review status, reviewers, and reviewer assignments.

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

Production Statistics Dashboard – will be deployed April 27th

The Production Statistics Dashboard was modified. This report provides visualizations and tabular data on the most common production statistics (announcements, applications, certificates, selections, tentative offers, official offers, forms and documents transmitted to eOPF, and entries on duty). The report was modified to include additional metrics, visualizations, and tabular data on the number of forms and onboarding documents confirmed as transmitted to eOPF. Additionally, the Applications metric was updated from using the Application Last Modified Date/Time to use the Application Last Submitted Date/Time.

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



Hiring Data Warehouse

Data Model Changes

Workload Assignments – will be deployed April 27th

A new sub-folder, query subjects, and query items were added in the Applicants area to enable reporting on assignments for HR specialists to review applicants for a vacancy.

Applicants folder > Workload Assignments sub-folder

- Workload Assignment query subject
 - [Presentation View].[Workload Assignment].[Total Applicants Assigned]
 - [Presentation View].[Workload Assignment].[Total Applicants Reviewed]
 - [Presentation View].[Workload Assignment].[Workload Assignment Completion Status]
 - [Presentation View].[Workload Assignment].[Workload Assignment Creation Date/Time]
 - [Presentation View].[Workload Assignment].[Workload Assignment Due Date]
 - [Presentation View].[Workload Assignment].[Workload Assignment ID]
 - [Presentation View].[Workload Assignment].[Workload Assignment Name]
 - [Presentation View].[Workload Assignment].[Workload Assignment Owner]



Hiring Data Warehouse

Data Model Changes

Workload Assignments (continued) – will be deployed April 27th

Applicants folder > Workload Assignments sub-folder

- Workload Assignment Applicants query subject
 - [Presentation View].[Workload Assignment Applicants].[Workload Assignment Applicant Name]
 - [Presentation View].[Workload Assignment Applicants].[Workload Assignment Applicant Review Status]
 - [Presentation View].[Workload Assignment Applicants].[Workload Assignment Application Number]
- Workload Assignment Notes query subject
 - [Presentation View].[Workload Assignment Notes].[Workload Assignment Note]
 - [Presentation View].[Workload Assignment Notes].[Workload Assignment Note Created By]
 - [Presentation View].[Workload Assignment Notes].[Workload Assignment Note Created By User Type]
 - [Presentation View].[Workload Assignment Notes].[Workload Assignment Note Date/Time]



API Updates



USA Staffing Data APIs

Assessments API – deployed March 30th

The Assessments API was updated. The Assessments API provides detailed data about each assessment created and used in a vacancy in USA Staffing. The API will return data about the assessment and a link to the sub-entity competencies. In addition to the data specifically related to applications, direct links to associated APIs are provided in the returned JSON for the vacancies and reviews APIs. The API was updated to include three new fields in the JSON response:

- Passing Score Flag
- Manual Assessment Methods
- Manual Assessment Method Details

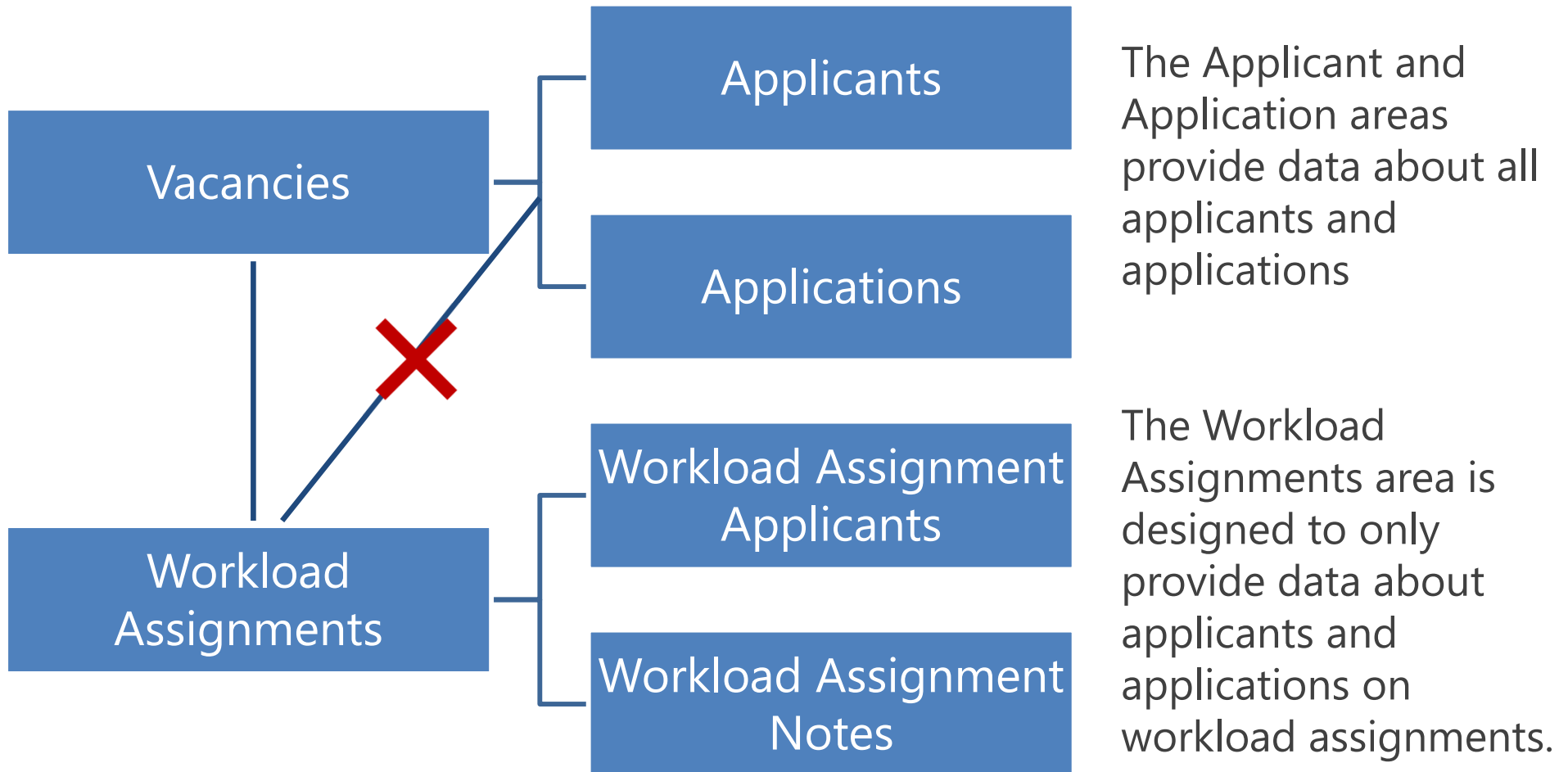


Cognos Tip

Workload Assignment Data Relationships



Workload Assignments + Applicant and Application Query Subjects



The Workload Assignment area includes a query subject to provide the name and application number of applicants and applications on workload assignments; use these query items instead of data from the Applicant and Application areas.



Workload Assignments + Applicant and Application Query Subjects

- If you need to create a report that includes more data about applicants and applications than is included in the Workload Assignment Applicants query subject:
 - Create a query with data from the Workload Assignment area
 - Create a query with data from the Applicants and/or Applications area
 - Join the two queries using a common identifier (e.g., Application Number) and identifying the nature of the relationship between the areas (all applicants in the Workload Assignment area have Application data; not all Applications have data in the Workload Assignment area)

Join relationships

New Link

Qry_WorkloadAssignments

- Workload Assignment Name
- Workload Assignment Owner
- Workload Assignment Applicant
- Workload Assignment Application
- Workload Assignment Applicant

Qry_ApplicantsandApplications

- Application Number
- Application Last Submitted Date
- Record Status Code
- Veterans Preference Claimed
- Veterans Preference Adjudicated

Cardinality: 0..n Operator: = Cardinality: 1..n

Relationship impact: Each "Qry_ApplicantsandApplications" has zero or more "Qry_WorkloadAssignments" (outer join).
Each "Qry_WorkloadAssignments" has one or more "Qry_ApplicantsandApplications".

Convert to expression... OK Cancel

Workload Assignment Name	Workload Assignment Applicant Name	Workload Assignment Application Number	Application Last Submitted Date/Time	Record Status Code
Assignment	Christopher, Helmsworth	A7ELI-Y228	07/17/2017 02:36:57.087 PM	AA
Assignment	Howell, Carl	A4RAQ-2ZZ9	06/08/2017 04:40:57.777 PM	AC
Assignment 1	Alesha, Margarette	ALIW2-HJ6U	09/06/2018 12:03:42.783 PM	AC
Assignment 1	Anderson, Cassie	ANLDD-FSGO	09/06/2018 12:06:45.233 PM	AC
Assignment 1	Benitez, Landin	ADWPW-N3CZ	09/06/2018 12:09:59.260 PM	AC
Assignment 1	Bishop, Krista	ANEGK-3HYF	09/06/2018 12:17:10.523 PM	AC
Assignment 1	Christian, Adelaide	ACXYK-7SDH	09/06/2018 12:08:12.683 PM	AC
Assignment 1	Cisneros, Amelie	ALE52-QLGU	09/06/2018 12:10:37.463 PM	AC
Assignment 1	Cole, Larissa	A2R9I-OE9X	09/06/2018 12:06:11.233 PM	AC
Assignment 1	Cortez, Kenley	APDHT-6BCT	09/06/2018 12:09:07.200 PM	AC
Assignment 1	Damon, Toby	AIFSJ-FJ37	09/06/2018 12:19:51.273 PM	AC

Applicants not included on a Workload Assignment will not have data in Workload Assignment Applicants.



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](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