



USA Staffing

USA Staffing Reporting & Analytics

Applicant Flow Data Workgroup Meeting

May 19, 2022

We will start at approx. 2:03 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
 - Reporting User Satisfaction Survey
 - Cognos Training Program
- **Applicant Flow Data Warehouse (AFDW)**
 - Data Warehouse Design and Loading
 - Data Model
 - Standard Reports
- **Retirement of Applicant Flow Data Analytics**
- **Open Demo and Q&A**

AFD Resources on the USA Staffing Resource Center:

[https://help.usastaffing.gov/ResourceCenter/index.php/Reporting and Analytics](https://help.usastaffing.gov/ResourceCenter/index.php/Reporting_and_Analytics)

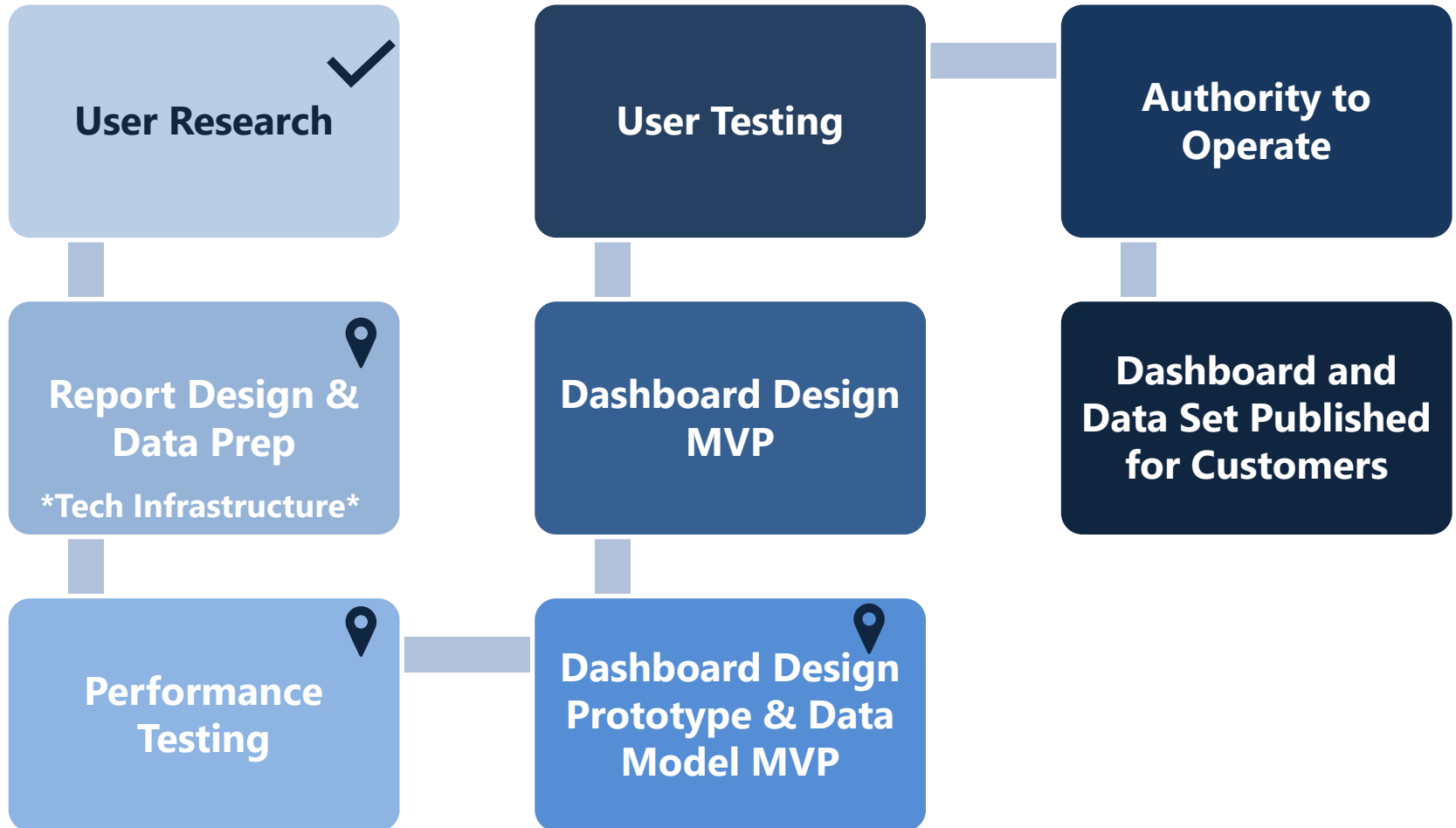


Power BI Update



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



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 will be 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?	<p>One session per month, alternating between each Report Consumer Training and Report Author Training</p>		<ul style="list-style-type: none"> • The first Thursday of each month at 11:00 AM EDT
How?	<p>Contact your USA Staffing Account Manager to sign-up.</p>		<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

July Date TBD

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

+

Wednesday, June 29
10:00 AM – 3:00 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

Thursday, September 1
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.



Launch of the Applicant Flow Data Warehouse (AFDW)

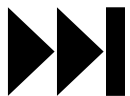
Applicant Flow Data Redesign

We have **redesigned and rebuilt** applicant flow data 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



Design with Power BI in mind – consider the capabilities of Power BI in designing the requirements



Applicant Flow Data Warehouse

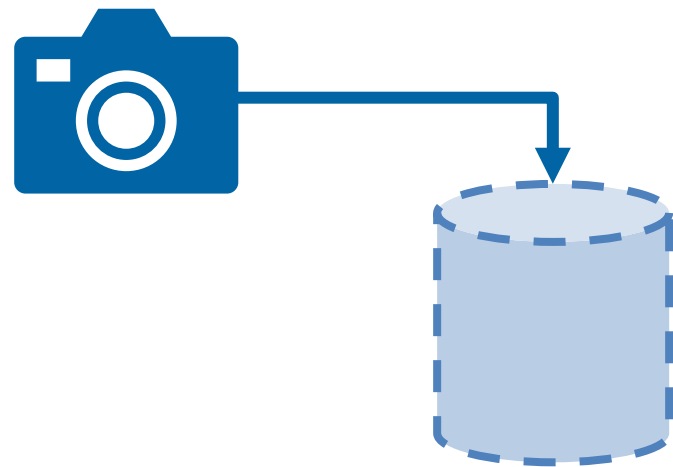
The new data source for applicant flow and demographic data. The AFDW contains the **same data available through Applicant Flow Data Analytics** as well as **most of the enhancement requests** related to applicant flow data.

Data Structure

- Query subjects organized into folders and sub-folders by topic area (e.g., Announcement, Application, Vacancy, Metrics)
- Data optimized for improved performance
- Will eventually contain two namespaces, varying in granularity of application data
 - Initial release provides application data at the vacancy level

Table Loading

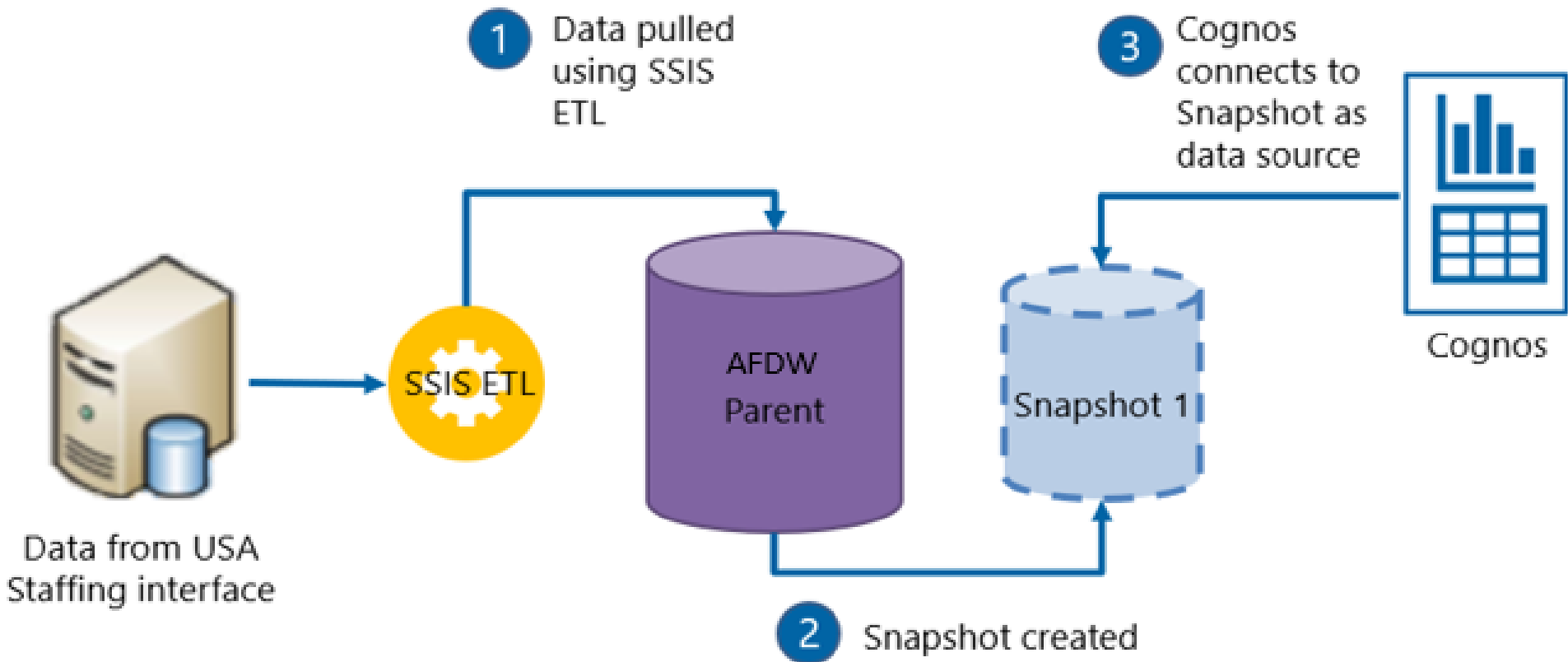
- Rolling Snapshot process to load tables





Applicant Flow Data Warehouse

Table Loading – Rolling Snapshots



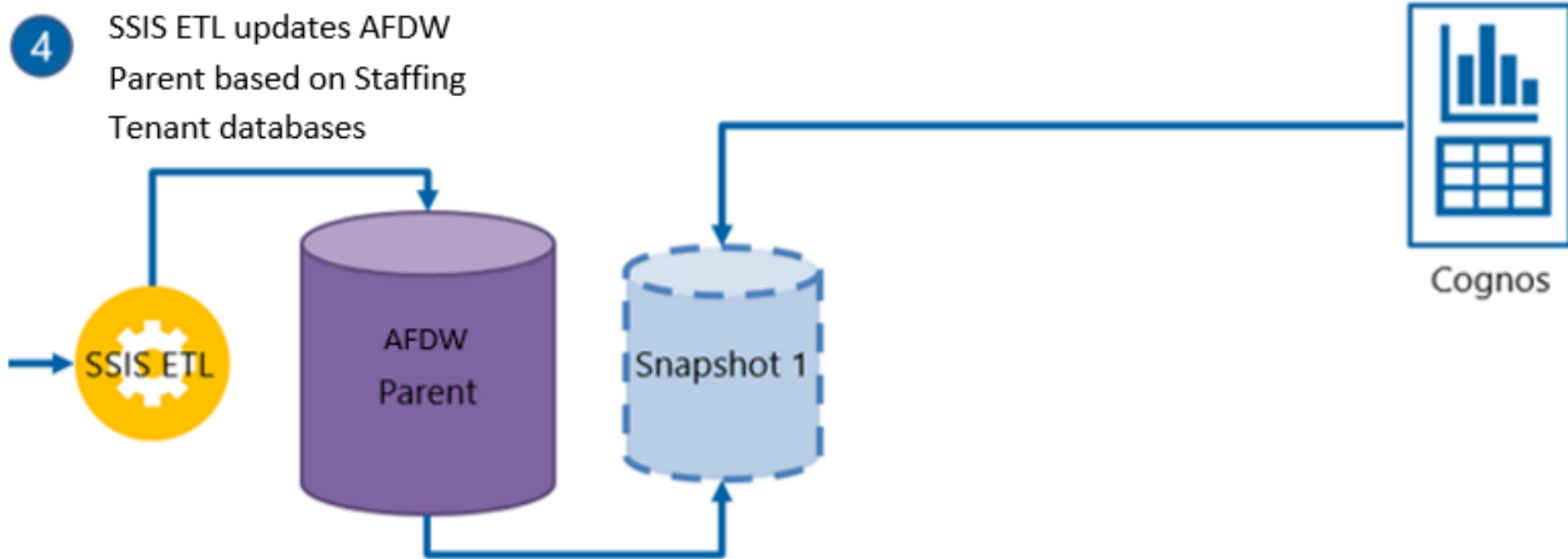


Applicant Flow Data Warehouse

Table Loading – Rolling Snapshots

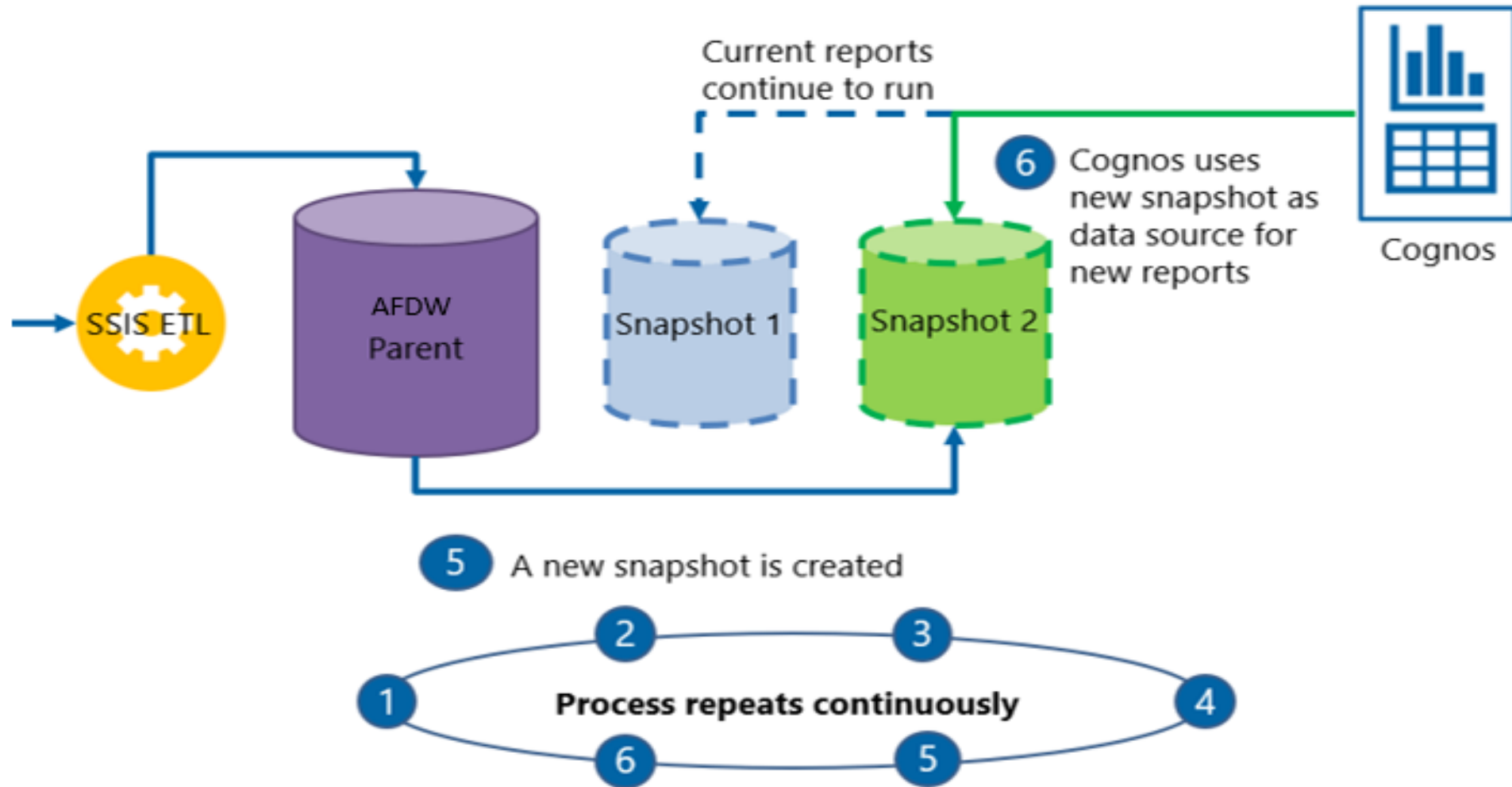
4

SSIS ETL updates AFDW Parent based on Staffing Tenant databases



Applicant Flow Data Warehouse

Table Loading – Rolling Snapshots





Applicant Flow Data Warehouse (AFDW)

Data Model Overview

AFDW Data Dictionary:

https://help.usastaffing.gov/ResourceCenter/index.php/Reporting_and_Analytics



Applicant Flow Data Warehouse

Data Model Overview

Announcement Information

Data to enable reporting on the attributes of announcements.

- Announcement query subject
 - Announcement Close Date
 - Announcement Hiring Paths
 - Announcement Last Modified Date/Time
 - Announcement Locations
 - Announcement Number
 - Announcement Open Date
 - Announcement Released Date/Time
 - Announcement Released?
 - Announcement Status
 - Application Limit
 - Application Limit Set?
 - External Contact Email
 - External Contact ID
 - External Contact Name
 - Internal Contact Email
 - Internal Contact ID
 - Internal Contact Name
 - Maximum Salary
 - Minimum Salary
 - Not to Exceed
 - Salary Type
 - Total Openings
 - USAJOBS Control Number
 - USAJOBS Job Status
 - USAJOBS Job Status Last Modified Date/Time
 - Who May Apply
 - Who May Apply Override Text



Applicant Flow Data Warehouse

Data Model Overview

Announcement Information

- Announcement Location query subject
 - Announcement Location City
 - Announcement Location Country
 - Announcement Location County
 - Announcement Location Description
 - Announcement Location Duty Station Code
 - Announcement Location Label
 - Announcement Location Openings
 - Announcement Location State
 - Announcement Location State Abbreviation



Applicant Flow Data Warehouse

Data Model Overview

Announcement Information

- Appointment Type query subject
 - Appointment Type
- Hiring Path query subject
 - Hiring Path Description
 - Hiring Path Name
- Work Schedule query subject
 - Work Schedule



Applicant Flow Data Warehouse

Data Model Overview

Application Information

Data to enable reporting on the attributes of applications.

- Application query subject
 - Applicant Unique Identifier
 - Application Eligibility End Date
 - Application Eligibility Start Date
 - Application Expired?
 - Application Last Modified Date/Time
 - Application Last Submitted Date/Time
 - Application Re-Rated?
 - Application Status
 - Application Unique Identifier
 - Claimed Eligibilities
 - Disability Codes
 - Disability Indicator
 - Disability Omitted Indicator
 - Disability Responses
 - Eligibility Adjudications
 - Eligible Series
 - Ethnicity and Race Category
 - Override?
 - Qualification Override?
 - Rating Override?
 - Record Status Code
 - Record Status Code Description
 - Sex Response
 - Targeted Disability Indicator
 - Veterans Preference Adjudicated
 - Veterans Preference Adjudicated Description
 - Veterans Preference Claimed
 - Veterans Preference Claimed Description



Applicant Flow Data Warehouse

Data Model Overview

Application Information

- Application Eligibility query subject
 - Claimed Eligibility
 - Claimed Eligibility Label
 - Claimed Eligibility Type
 - Eligibility Adjudication
- Application Location query subject
 - Application Location City
 - Application Location Country
 - Application Location County
 - Application Location Description
 - Application Location Duty Station Code
 - Application Location State
 - Application Location State Abbreviation
- Recruitment Source query subject
 - Recruitment Source Comment
 - Recruitment Source Item
 - Recruitment Source Response



Applicant Flow Data Warehouse

Data Model Overview

Application Metrics

Built-in metrics to enable reporting on applicant flow, demographic characteristics, and timeframe during which the application was last submitted.

- Applicant Flow query subject
 - Entered on Duty Indicator
 - Not Referred – Not Qualified Indicator
 - Not Referred – Qualified Indicator
 - Qualified Indicator
 - Referred Indicator
 - Selected Indicator
 - Sent Official Offer Indicator
 - Sent Tentative Offer Indicator

AFDW Application Metrics for Applicant Flow Job Aid:

https://help.usastaffing.gov/ResourceCenter/index.php/Reporting_and_Analytics



Applicant Flow Data Warehouse

Data Model Overview

Application Metrics

- Application Metric Date query subject
 - Application Calendar Month
 - Application Calendar Month Number
 - Application Calendar Year
 - Application Fiscal Month
 - Application Fiscal Quarter
 - Application Fiscal Year

AFDW Metrics Dates Job Aid:

https://help.usastaffing.gov/ResourceCenter/index.php/Reporting_and_Analytics



Applicant Flow Data Warehouse

Data Model Overview

Application Metrics

- Disability query subject
 - 01 – Do Not Wish to Identify Indicator
 - 02 – Developmental Disability Indicator
 - 03 – Traumatic Brain Injury Indicator
 - 05 – No Disability Indicator
 - 06 – Disability or Other Condition Not Listed Indicator
 - 13 – Speech Impairment Indicator
 - 19 – Deaf or Serious Difficulty Hearing Indicator
 - 20 – Blind or Serious Difficulty Seeing Indicator
 - 31 – Missing Extremities Indicator
 - 40 – Significant Mobility Impairment Indicator
 - 41 – Spinal Abnormalities Indicator
 - 44 – Non-Paralytic Orthopedic Impairment Indicator
 - 51 – HIV Positive/AIDS Indicator
 - 52 – Morbid Obesity Indicator
 - 59 – Nervous System Disorder Indicator
 - 60 – Partial or Complete Paralysis Indicator
 - 80 – Cardiovascular or Heart Disease Indicator

AFDW Application Metrics for
Demographics Job Aid:
https://help.usastaffing.gov/ResourceCenter/index.php/Reporting_and_Analytics



Applicant Flow Data Warehouse

Data Model Overview

Application Metrics

- Disability query subject (continued)
 - 81 – Depression, Anxiety, or Other Psychiatric Indicator
 - 82 – Epilepsy or Other Seizure Disorders Indicator
 - 83 – Blood Diseases Indicator
 - 84 – Diabetes Indicator
 - 85 – Orthopedic Impairment Indicator
 - 86 – Pulmonary or Respiratory Conditions Indicator
 - 87 – Kidney Dysfunction Indicator
 - 88 – Cancer Indicator
 - 90 – Intellectual Disability Indicator
 - 91 – Significant Psychiatric Disorder Indicator
 - 92 – Dwarfism Indicator
 - 93 – Significant Disfigurement Indicator
 - 94 – Learning Disability or ADD/ADHD Indicator
 - 95 – Gastrointestinal Disorders Indicator
 - 96 – Autoimmune Disorder Indicator
 - 97 – Liver Disease Indicator
 - 98 – History of Alcoholism or Drug Addiction Indicator
 - 99 – Endocrine Disorder Indicator



Applicant Flow Data Warehouse

Data Model Overview

Application Metrics

- Ethnicity and Race query subject
 - American Indian or Alaska Native Indicator
 - Asian Indicator
 - Black or African American Indicator
 - Hispanic or Latino Indicator
 - Native Hawaiian or Other Pacific Islander Indicator
 - White Indicator
- Sex query subject
 - Female Indicator
 - Male Indicator

AFDW Application Metrics for Demographics Job Aid:

https://help.usastaffing.gov/ResourceCenter/index.php/Reporting_and_Analytics



Applicant Flow Data Warehouse

Data Model Overview

Vacancy Information

Data to enable reporting on the attributes of vacancies.

- Appointing Authorities query subject
 - Appointing Authority
- Customer query subject
 - Agency Code
 - Agency Name
 - Customer Name
 - Department Code
 - Department Name
- Mission Critical Occupations query subject
 - Mission Critical Occupation



Applicant Flow Data Warehouse

Data Model Overview

Vacancy Information

- Organization and Office query subject
 - Hiring Organization Name
 - Staffing Office Code
 - Staffing Office Name
 - Staffing Organization Code
 - Staffing Organization Name
- Position Description query subject
 - Vacancy Grade
 - Vacancy Pay Plan
 - Vacancy Position Description Number
 - Vacancy Position Description Title
 - Vacancy Series
 - Vacancy Series Title
 - Vacancy Specialty
- Tenant query subject
 - Tenant Code
 - Tenant Name



Applicant Flow Data Warehouse

Data Model Overview

Vacancy Information

Data to enable reporting on the attributes of vacancies.

- Vacancy query subject
 - ACWA Position?
 - Announcement Types
 - Interdisciplinary?
 - Internal Merit Promotion?
 - Manual Assessment Used?
 - No Assessment Used?
 - Public?
 - Questionnaire Used?
 - RNO Data Collected?
 - Status?
 - USA Hire Used?
 - Vacancy Appointing Authorities
- Vacancy Creation Date
- Vacancy Job Title
- Vacancy Last Modified Date/Time
- Vacancy Mission Critical Occupations
- Vacancy Number
- Vacancy Pay Plan-Series-Grade
- Vacancy Status
- Vacancy Supervisory Position?
- Vacancy Telework Eligible?
- Vacancy Type



Applicant Flow Data Warehouse

Data Model Overview

Vacancy Metrics

Built-in metrics to enable reporting on applicant flow at the vacancy level, certificates, and timeframe during which the announcement was closed.

- Vacancy Metric query subject
 - Total Applied
 - Total Certificates Audited
 - Total Certificates Audited and Unused
 - Total Certificates Audited and Unused with Veterans
 - Total Certificates Audited and Unused without Veterans
 - Total Certificates Audited and Used
 - Total Certificates Audited and Used with Veterans
 - Total Certificates Audited and Used without Veterans
 - Total Certificates Issued
 - Total Entered on Duty

AFDW Vacancy Metrics for Applications Job Aid

AFDW Vacancy Metrics for Certificates Job Aid

https://help.usastaffing.gov/ResourceCenter/index.php/Reporting_and_Analytics



Applicant Flow Data Warehouse

Data Model Overview

Vacancy Metrics

- Vacancy Metric query subject (continued)
 - Total Hired
 - Total Not Referred – Not Qualified
 - Total Not Referred - Qualified
 - Total Qualified
 - Total Referred
 - Total Selected
 - Total Sent Official Offers
 - Total Sent Tentative Offers
 - Total Veterans Applied
 - Total Veterans Entered on Duty
 - Total Veterans Hired
 - Total Veterans Not Referred – Not Qualified
 - Total Veterans Not Referred – Qualified
 - Total Veterans Qualified
 - Total Veterans Referred
 - Total Veterans Selected
 - Total Veterans Sent Official Offers
 - Total Veterans Sent Tentative Offers



Applicant Flow Data Warehouse

Data Model Overview

Vacancy Metrics

- Vacancy Metric Date query subject
 - Announcement Closed Calendar Month
 - Announcement Closed Calendar Month Number
 - Announcement Closed Calendar Year
 - Announcement Closed Fiscal Month
 - Announcement Closed Fiscal Quarter
 - Announcement Closed Fiscal Year

AFDW Metrics Dates Job Aid:

https://help.usastaffing.gov/ResourceCenter/index.php/Reporting_and_Analytics



Applicant Flow Data Warehouse (AFDW)

Standard Reports Overview

AFDW - Standard Reports Job Aid:

https://help.usastaffing.gov/ResourceCenter/index.php/Reporting_and_Analytics



Applicant Flow Data Warehouse Reports

Applicant Flow Vacancy-Level Detail

Tabular report that provides detailed data related to applicant responses to ethnicity/race, sex, and disability demographic questions on 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.

Vacancy Details Application Details Data Definitions

Applicant Flow V ... Report

Organization(s): All parameter options
Office(s): HRS OPM Office, Office of Personnel Management HRO
Customer(s): All parameter options
Application Last Submitted Fiscal Year(s): 2022
Application Last Submitted Fiscal Quarter(s): All parameter options

Vacancy Series:
Vacancy Grade(s):
Appointment Type(s):
Supervisory Position?:
Public Only?:

Staffing Organization Name	Staffing Office Name	Vacancy Number	Announcement Number	USAJOBS Control Number	Applicant Unique Identifier	Application Unique Identifier	Application Last Submitted Date/Time	Record Status Code	Record Status Code Description	Veterans Preference Claimed	Veterans Preference Adjudicated	Applied Indicator	Qualified Indicator	Not Referred - Not Qualified Indicator	Not Referred - Qualified Indicator	Referred Indicator	Selected Indicator	Sent Tentative Offer Indicator	Sent Official Offer Indicator	Entered on Duty Indicator	Sex Response				
Office of Personnel Management	Office of Personnel Management HRO	11174330	21-300-HRS-MP	614794000	AF20CE3B446AC00E2CCB84E947FEC1CB	0039B50E959DBB496E89CE3FA95FA970	10/04/2021 01:45:30.457 PM	IN	Ineligible for Certificate	NV	NA	1	0	1	0	0	0	0	0	0	Female				
					60F72873E154FB46EEFEC3CEFF575C75	0379A885F19966CC9C7B07A0AD192CE9	10/04/2021 11:19:47.377 AM	IN	Ineligible for Certificate	CPS	NA	1	0	1	0	0	0	0	0	0	0	0	Female		
					714BD0E1A77080BD9181AE514AA8CE72	06A8D43508C79A0CCDF5FE8BB8FDC4C2	10/02/2021 03:04:22.733 PM	IN	Ineligible for Certificate	CP	NA	1	0	1	0	0	0	0	0	0	0	0	0	Male	
					8A8EC433248DF14B106A312F64D3AD84	099E3A7F8A110E8DE040AC144AA35C0B	10/04/2021 09:47:32.487 AM	IN	Ineligible for Certificate	NV	NA	1	0	1	0	0	0	0	0	0	0	0	0	0	Male
					48575785827879D7433E3BDF629B7827	0A72A010121560CA8C2D6D53083FF519	10/04/2021 02:52:40.627 PM	IN	Ineligible for Certificate	NV	NA	1	0	1	0	0	0	0	0	0	0	0	0	0	Female



Applicant Flow Data Warehouse

Reports

MD-715 A Tables – MCOs by Race, Ethnicity, and Sex

Tabular report that 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).

Total Applications Race, Ethnicity, and Sex Data Definitions

MD-715 A Tables - MCOs by Race, Ethnicity, and Sex

Organizations:	Office of Personnel Management	Series:
Offices:	HRS OPM Office, Office of Personnel Management HRO	Grades:
Customers:	All parameter options	Appointment Type(s):
Application Last Submitted Fiscal Years:	2022	Supervisory Position?:
Application Last Submitted Fiscal Quarter(s):	All parameter options	Public Only?:

MD-715 Announcement Type: Internal Competitive Promotion

Occupational Series: 0080 - Security Administration

Sex Response	Total Applications	Qualified Indicator	Referred Indicator	Selected Indicator
Male	161	30	13	2
Female	155	28	20	1
Omitted	61	13	8	0
0080 - Security Administration - Total	377	71	41	3



Applicant Flow Data Warehouse

Reports

MD-715 B Tables – MCOs by Disability

Tabular report that 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).

Total Applications Targeted Disability Data Definitions

MD-715 B Tables - MCOs by Disability

Organizations:	Office of Personnel Management	Series:
Offices:	HRS OPM Office, Office of Personnel Management HRO	Grades:
Customers:	All parameter options	Appointment Type(s):
Application Last Submitted Fiscal Years:	2022	Supervisory position?:
Application Last Submitted Quarter(s):	All parameter options	Public Only?:

MD-715 Announcement Type: Internal Competitive Promotion

Occupational Series: 0080 - Security Administration

Disability Status	Total Applications	Qualified Indicator	Referred Indicator	Selected Indicator
Disability (02-03, 06-99)	41	6	4	0
No Disability (05)	54	8	3	1
None Identified (01)	282	57	34	2
0080 - Security Administration	377	71	41	3



Applicant Flow Data Analytics Retirement



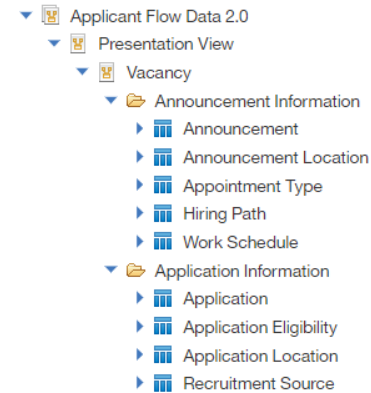
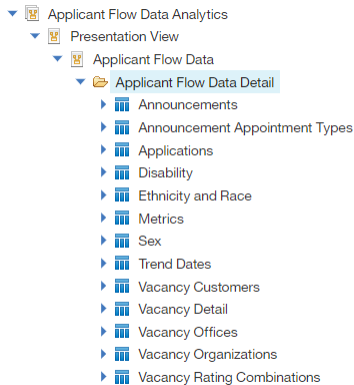
Retiring Applicant Flow Data Analytics

Data items reportable using Applicant Flow Data Analytics are all available via the Applicant Flow Data Warehouse.

Run the Cognos Reports List report (selecting Applicant Flow Data Analytics in the prompt) to obtain a list of reports for your office/organization.

499 Applicant Flow Data Analytics reports currently exist

- 44 in Team Content
- 455 in users' My Content



 **Applicant Flow Data Analytics will be retired as of May 31, 2022**

The timeline for retirement has been expedited due to technical issues migrating Applicant Flow Data Analytics to the new hosting environment for USA Staffing.



AFD Transition Support

The **new Applicant Flow Data Warehouse** package will be made **available in Cognos**, and **Applicant Flow Data Analytics will be retired**.

Standard Reports – current standard Applicant Flow Data reports have been created to meet the needs met by the existing standard reports.

Custom Reports –

- USA Staffing Reporting teams analyzed existing custom reports that use Applicant Flow Data Analytics.
- Additional standard reports will be developed to meet the needs met by the custom reports.

Information Sharing – information about the new data packages will be shared at workgroup meetings and a series of job aids will be posted on the USA Staffing Resource Center.

Retirement –

- USA Staffing Account Managers will reach out to report authors with reports using Applicant Flow Data Analytics.
- The Applicant Flow Data Analytics package will be retired as of May 31, 2022.



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