

USA Staffing Reporting and Analytics Workgroup

December 12, 2023

*We will start at approx. 1:03 PM EDT to allow
time for everyone to sign into the meeting.*

Draft Pre-Decisional | Internal Use Only
Do not Distribute Without Permission



Agenda

- Cognos Training Program
- Reporting Performance Metrics
- Power BI Updates
- Cognos Updates
- API Updates
- Data Self-Service (DSS) Retirement
- Open Demonstration and Q & A



Cognos Training Program

USA Staffing Reporting Trainings and Forums

	Cognos Consumer Training	Cognos Consumer Forum	Cognos Author Training	Cognos Author Forum
Who?	<ul style="list-style-type: none">• New USA Staffing reports users	<ul style="list-style-type: none">• Report consumers	<ul style="list-style-type: none">• New report authors	<ul style="list-style-type: none">• Report authors
What?	<ul style="list-style-type: none">• How to navigate to and run reports	<ul style="list-style-type: none">• Open forum to ask questions	<ul style="list-style-type: none">• How to get started building reports	<ul style="list-style-type: none">• Open forum to ask questions
How Long?	<ul style="list-style-type: none">• ~ 4 hours	<ul style="list-style-type: none">• 1 hour	<ul style="list-style-type: none">• 1 ½ days	<ul style="list-style-type: none">• 1 hour
When?	<ul style="list-style-type: none">• Anytime!	<ul style="list-style-type: none">• The third Thursday of each month at 11:00 AM EDT	<ul style="list-style-type: none">• Monthly	<ul style="list-style-type: none">• The first Thursday of each month at 11:00 AM EDT
How/Where?	<ul style="list-style-type: none">• https://usastaffing.usalearning.gov/	<ul style="list-style-type: none">• Meeting info sent to AB members and completers of virtual training	<ul style="list-style-type: none">• Contact your USA Staffing Account Manager to sign-up	<ul style="list-style-type: none">• Meeting info sent to all report authors

Upcoming Trainings and Forums

Cognos Consumer Forum

Thursday, December 21
11:00 AM EDT

Thursday, January 18
11:00 AM EDT

Thursday, February 15
11:00 AM EDT

Thursday, March 21
11:00 AM EDT

No registration required.
Questions can be
submitted in advance.

USASTaffingData@opm.gov

Cognos Author Training

Wednesday, December 13
10:00 AM – 3:00 PM EDT

+

Thursday, December 14
10:00 AM – 3:00 PM EDT

Tuesday, January 30
10:00 AM – 3:00 PM EDT

+

Wednesday, January 31
10:00 AM – 3:00 PM EDT

Contact your USA Staffing
Account Manager

Cognos Author Forum

Thursday, January 4
11:00 AM EDT

Thursday, February 1
11:00 AM EDT

Thursday, March 7
11:00 AM EDT

Thursday, April 4
11:00 AM EDT

No registration required.
Questions can be
submitted in advance.

USASTaffingData@opm.gov

Dates

How to Register



Reporting Performance Metrics

FY24 All Cognos Reports

Cognos Total Runs

541,655



Avg. Success Rate

94.43%

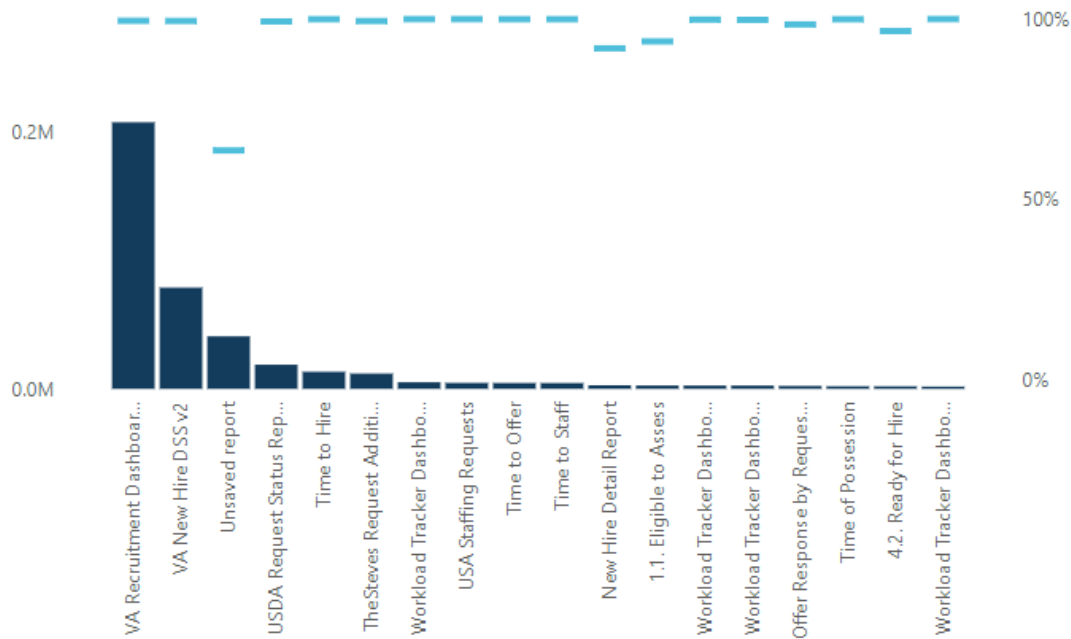


Avg. Runtime (Sec)

62.21



Cognos Total Runs and Cognos Success Rate



Report name	Cognos Total Runs	Cognos Success Rate	Avg Runtime
VA Recruitment Dashboard DSS v1	207,411	99.52%	4.70
VA New Hire DSS v2	78,761	99.48%	24.79
Unsaved report	40,890	63.54%	28.82
USDA Request Status Report - Certificate V3	18,783	99.34%	46.73
Time to Hire	13,302	99.95%	5.48
TheSteves Request Additional Information Report	11,925	99.45%	3.68
Workload Tracker Dashboard - Qualification Analysis Phase	5,160	99.98%	25.18
USA Staffing Requests	4,639	99.98%	2.90
Time to Offer	4,556	99.96%	3.17
Time to Staff	4,528	99.96%	7.72
New Hire Detail Report	2,820	91.88%	710.66
1.1. Eligible to Assess	2,629	93.80%	24.81
Workload Tracker Dashboard - RequestsAnnouncementsCerts	2,584	99.85%	10.78
Workload Tracker Dashboard - NewHireCertSelections	2,577	99.77%	11.13
Offer Response by Request Number	2,273	98.50%	8.61
Time of Possession	2,015	99.95%	22.09
Total	541,655	94.43%	62.21

Data Source: USAJOBS Data Through: November 2023

FY24 HDW Reports



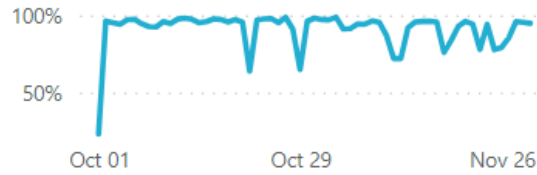
HDW Total Runs

26,603



Avg. Success Rate

95.32%

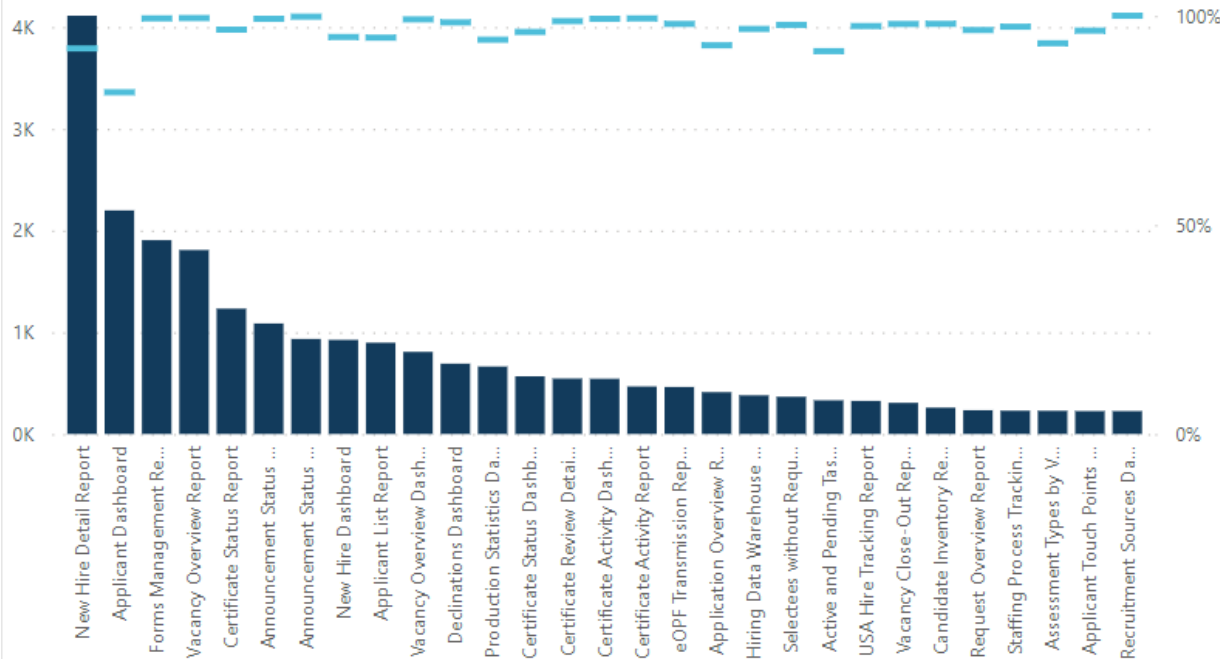


Avg. Runtime (Sec)

129.26



HDW Total Runs and HDW Success Rate



Report name

HDW Total Runs

HDW Success Rate

Avg Runtime

Report name	HDW Total Runs	HDW Success Rate	Avg Runtime
New Hire Detail Report	4,110	92.19%	517.27
Applicant Dashboard	2,197	81.70%	134.97
Forms Management Report	1,905	99.37%	10.16
Vacancy Overview Report	1,808	99.45%	5.29
Certificate Status Report	1,232	96.67%	210.01
Announcement Status Report	1,086	99.26%	7.20
Announcement Status Dashboard	934	99.79%	24.02
New Hire Dashboard	925	94.92%	80.73
Applicant List Report	897	94.76%	52.36
Vacancy Overview Dashboard	807	99.13%	5.86
Declinations Dashboard	691	98.41%	20.96
Production Statistics Dashboard	663	94.27%	68.90
Certificate Status Dashboard	567	96.12%	140.57
Certificate Review Detail Report	545	98.72%	2.94
Certificate Activity Dashboard	543	99.26%	5.16
Certificate Activity Report	467	99.36%	1.29
eOPF Transmission Report	462	98.05%	46.42
Application Overview Report	411	92.94%	182.49
Hiring Data Warehouse Last Modified Report	380	96.84%	69.88
Total	26,603	95.32%	129.26

Data Source: USAJOBS

Data Through: November 2023

FY24 Time to Hire



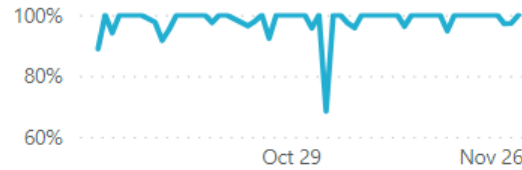
Cognos Total Runs

1,871



Avg. Success Rate

97.92%

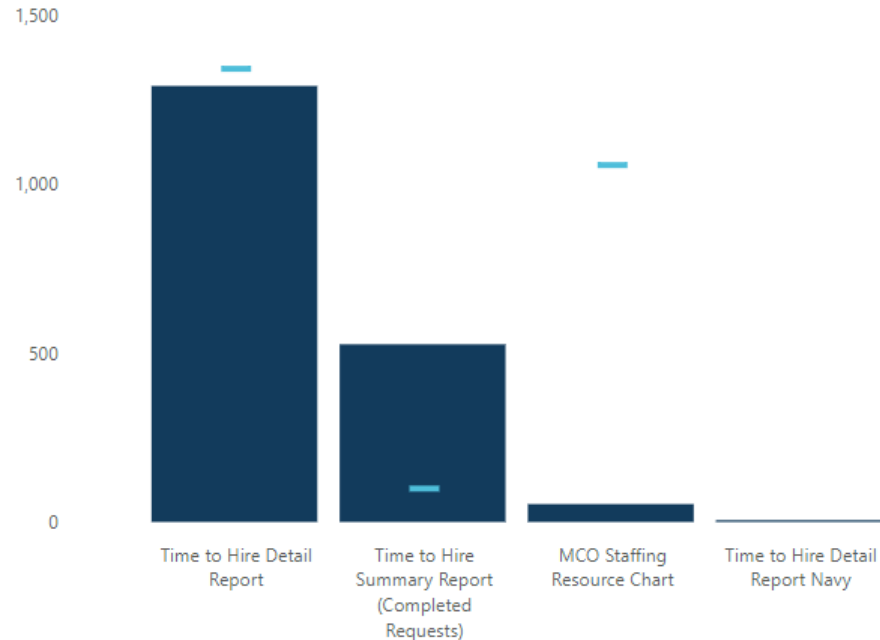


Avg. Runtime (Sec)

12.66



Cognos Total Runs and Cognos Success Rate



Report name	Cognos Total Runs	Cognos Success Rate	Avg Runtime
Time to Hire Detail Report	1,291	98.68%	4.81
Time to Hire Summary Report (Completed Requests)	526	96.20%	28.16
MCO Staffing Resource Chart	53	98.11%	54.06
Time to Hire Detail Report Navy	1	97.92%	
Total	1,871	97.92%	12.66

FY24 User License



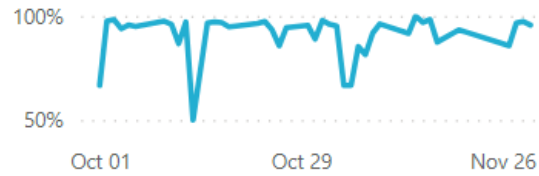
Cognos Total Runs

1,256



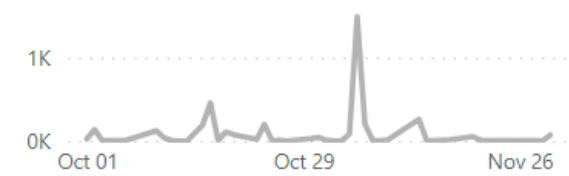
Avg. Success Rate

93.39%

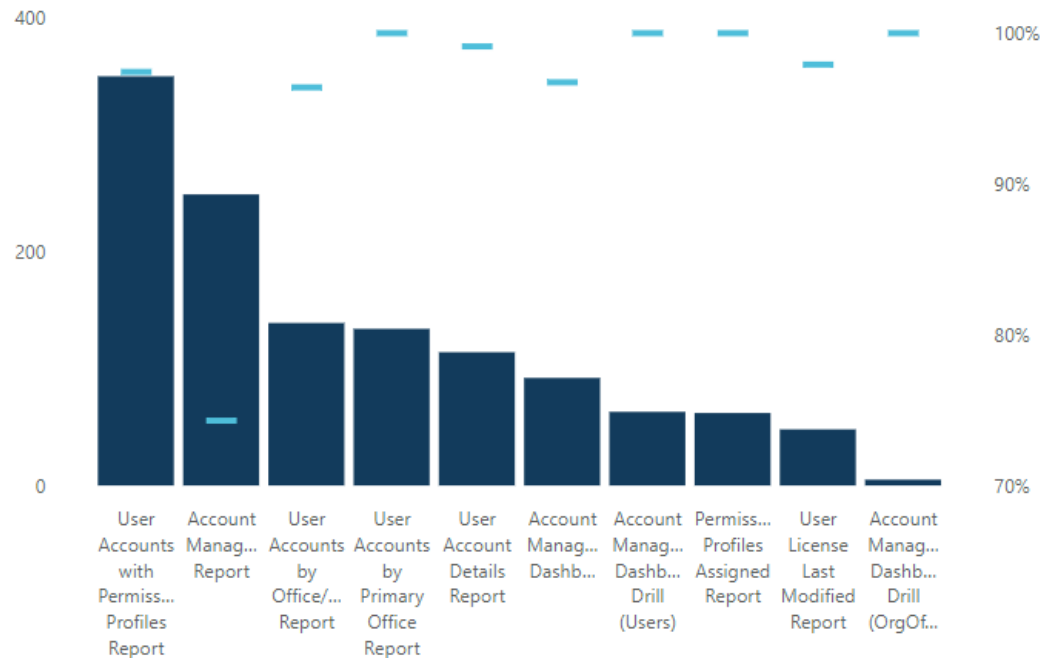


Avg. Runtime (Sec)

55.66

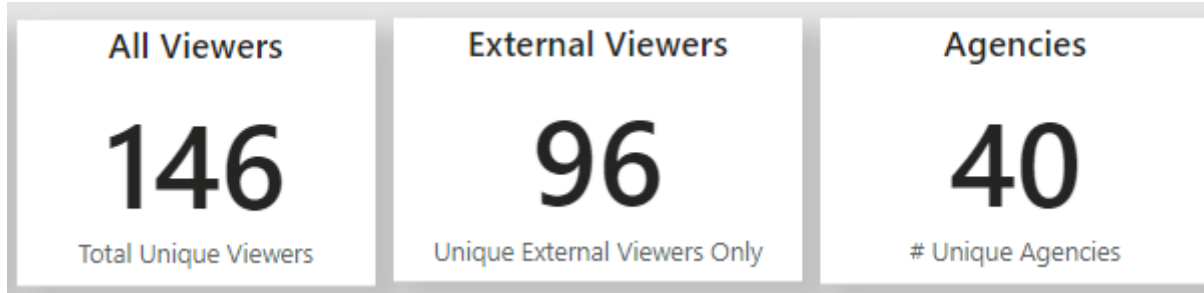


Cognos Total Runs and Cognos Success Rate



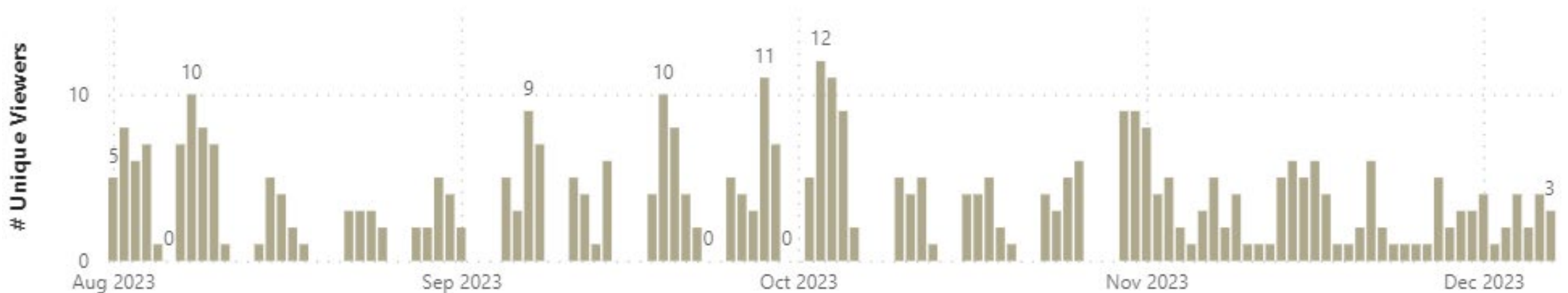
Report name	Cognos Total Runs	Cognos Success Rate	Avg Runtime
User Accounts with Permission Profiles Report	350	97.43%	92.31
Account Management Report	249	74.30%	113.12
User Accounts by Office/Customer Report	139	96.40%	5.62
User Accounts by Primary Office Report	134	100.00%	2.60
User Account Details Report	114	99.12%	92.59
Account Management Dashboard	92	96.74%	9.74
Account Management Dashboard Drill (Users)	63	100.00%	3.25
Permission Profiles Assigned Report	62	100.00%	2.58
User License Last Modified Report	48	97.92%	1.73
Account Management Dashboard Drill (OrgOffice)	5	100.00%	1.67
Total	1,256	93.39%	55.66

FY23 Power BI: USAS – User License



Unique Viewers

Report ● User License



Activity = A user logs in and views or shares content in the USAS – User License workspace.



Power BI Updates

User Testing and Release



Next Steps

Completed:

- User License:
 - MVP 3 updates to report and visualization released
 - Job aid published
 - Data refreshes and infrastructure work (updating 3 times daily)
- Time to Hire Ideation sessions
- New Hire Ideation Session

In Progress:

- Time to Hire:
 - Data lake house pipelines
 - Dataset and report development
- Power BI Training Video Development
- Pro license guidance and communication

Next Steps:

- Identify Power BI Pro license holders (FY24-Q2)
- Host workspace administration session(s) (FY24-Q2)
- Release Power BI training videos

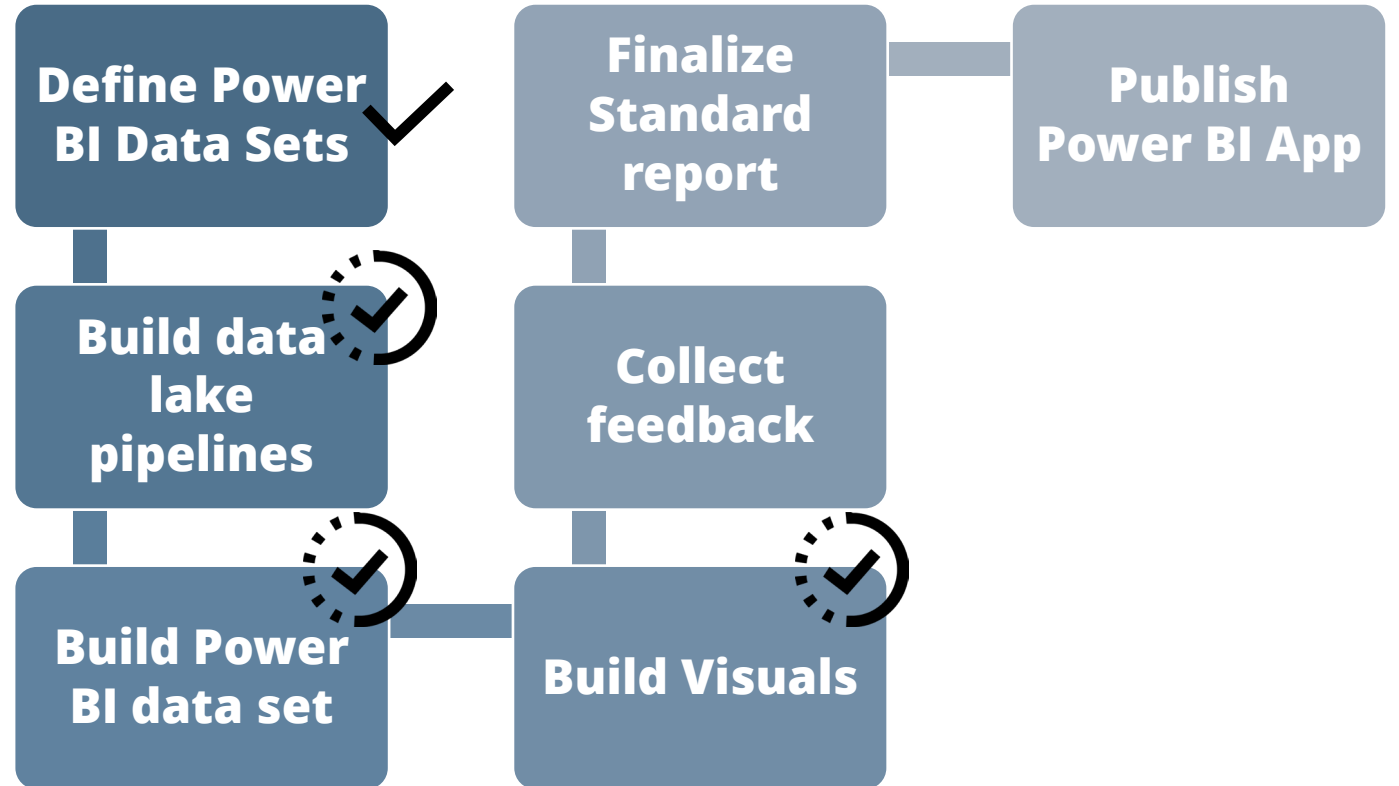
USAS – User License Updates



USAS – User License App – deployed November 1st

The USAS – User License app contains simplified, detailed reporting on users and user accounts as well as summary metrics on users, licenses, license allocations, permission profiles, paid status, and associated offices. The row-level security DAX for the underlying dataset, User License – User Details, was updated to parse User Principal Names (UPNs) that were surfacing in connect.opm.gov within long URLs so that impacted users can see data in the USAS – User License app.

Time to Hire Next Steps



Power BI Pro Users vs. Business Users

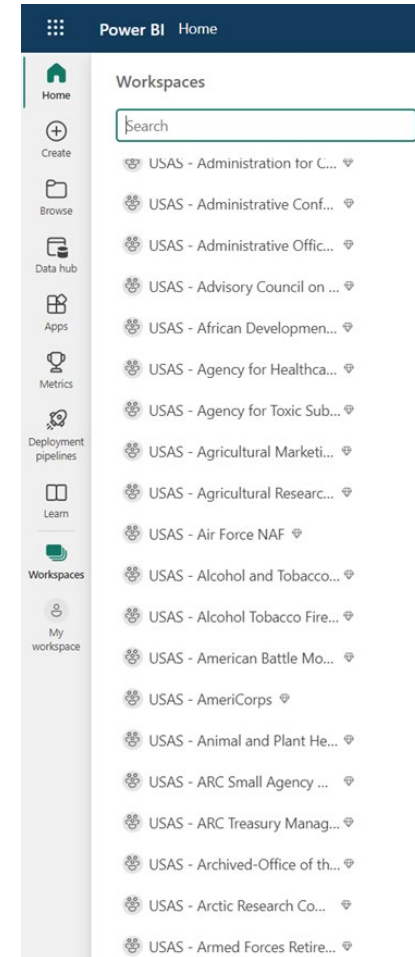
Capability	Pro User	Business User
View and interact with a report in a shared workspace.	✓	✓
View bookmarks created by others and add your own bookmarks.	✓	✓
Export report to PowerPoint or PDF; data to Excel; Analyze in Excel.	✓	✓
Download report file (.pbix).	✓	✓
Create, edit, and delete content, such as reports.	✓	✓
Publish reports to an organizational workspace.	✓	

Power BI Pro Users vs. Business Users

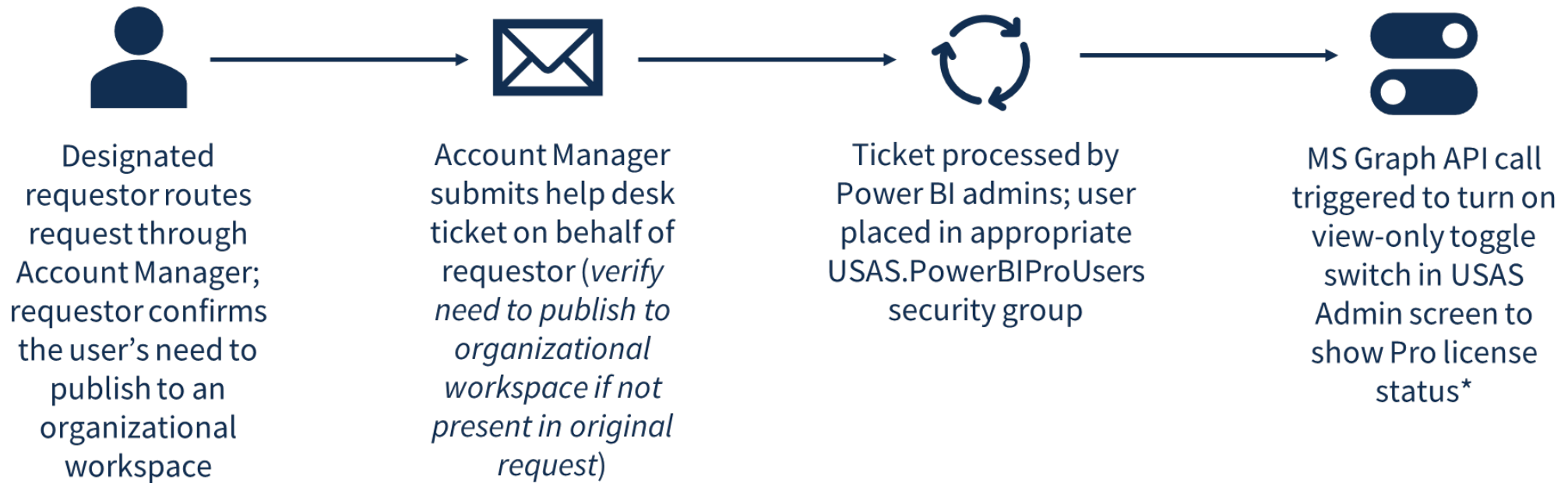
- **Power BI Pro** is an individual per-user license that lets users publish content to organizational workspaces.
- Business Users will have access to reports published to those workspaces.
- Business Users can create personal reports or create reports for Pro Users to publish to organizational workspaces.

Organizational Workspace Considerations

- Organizational Workspaces in Power BI are Staffing Organization-wide so visibility of reports will be much larger.
- No office-level folders or workspaces
- Folders are coming to Power BI, but there is no release date yet in the government cloud.
- We will be developing guidance for customer Workspace Admins to help them find usage information and manage workspaces.



Pro License Request & Approval Process



*Note about impersonation: Power BI does not allow for impersonating users, so the Pro license toggle will provide visibility to a user's Pro license. A Power BI report will also provide insight into Pro users and their activity.

Pro License Monitoring

- To save costs on Pro licenses, their active usage will need to be regularly monitored.
- An automated expiration policy will be set that triggers the removal of inactive Pro licenses after **60 calendar days**.
 - Minimal risks: Any workspace member can take over any other report or dataset in the workspace so removing Pro licenses does not pose a risk to continuity of report access. Reports are not deleted when a Pro license is removed. (We will create requisite job aid.)
 - Simplified process to request a Pro license
- A script run by the Power BI Admin will regularly remove Power BI users who are no longer in the USAS user table.

Pro Licenses: Next Steps

- Additional details will be provided at the January USA Staffing Advisory Board meeting, to include:
 - Guidance on the identification of Pro License Users
 - Instructions for requesting the initial assignment of Pro Licenses (in bulk)
 - Instructions for requesting ad hoc assignment of Pro Licenses
- Pro Licenses will not be assigned on an ad hoc basis until after initial license assignments have been completed.



Cognos Updates

Sprint 60 deployed to Production on November 8

Sprint 61 deployed to Production on December 6

Sprint 62 will be deployed to Production on December 20

New or Modified Reports



Applicant Flow Last Modified – deployed November 8th

The Applicant Flow Last Modified report was created.

The report provides tabular data showing the latest date/time for certain fields within the Applicant Flow Data Warehouse to provide an indication of the age of data currently available for reporting.

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

New or Modified Reports



Candidate Inventory Report – deployed November 8th

The Candidate Inventory Report was modified.

The report provides tabular data about vacancies and certificates with candidate inventory enabled, including counts of the number of applicants opting in to have their application shared by candidate inventory.

The report was modified to include a new page that provides metrics showing the number of applicants that are currently available (based on the day the report is run) for selection via candidate inventory.

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

New or Modified Reports



Vacancy Overview Report – will be deployed December 20th

The Vacancy Overview report was modified to include a new column indicating whether a vacancy is telework-eligible.

An optional prompt was also added to allow users to filter based on this field.

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

New or Modified Reports



Time to Hire Detail Report – will be deployed December 20th

The Time to Hire Detail report was modified to include a new column showing the Formal Offer Accepted Date.

- Team Content > USA Staffing Packages and Folders > Time to Hire > Vacancy

Data Model Changes



Hiring Data Warehouse

Assessment Screen-Outs – deployed November 8th

New query subjects and query items were added to enable reporting on assessment screen-out information.

Assessment Packages namespace > Assessment Scoring Information folder

- Assessment Screen-Out Items query subject
 - [Presentation View].[Assessment Screen-Out Items].[Assessment Screen-Out Item ID]
 - [Presentation View].[Assessment Screen-Out Items].[Assessment Screen-Out Item Number]
 - [Presentation View].[Assessment Screen-Out Items].[Assessment Screen-Out Item Rating Scale]
 - [Presentation View].[Assessment Screen-Out Items].[Assessment Screen-Out Item Response Type]
 - [Presentation View].[Assessment Screen-Out Items].[Assessment Screen-Out Item Text]

Data Model Changes



Hiring Data Warehouse

Assessment Screen-Outs – deployed November 8th

New query subjects and query items were added to enable reporting on assessment screen-out information.

Assessment Packages namespace > Assessment Scoring Information folder

- Assessment Screen-Out Rating Combinations query subject
 - [Presentation View].[Assessment Screen-Out Rating Combinations].[Assessment Screen-Out Rating Combination]
- Assessment Screen-Out Responses query subject
 - [Presentation View].[Assessment Screen-Out Responses].[Assessment Screen-Out Response Option]
 - [Presentation View].[Assessment Screen-Out Responses].[Assessment Screen-Out Response Text]
 - [Presentation View].[Assessment Screen-Out Responses].[Disqualifying Response?]

Data Model Changes



Hiring Data Warehouse

Candidate Inventory – Certificate Application – deployed November 8th

A new query item was added to enable reporting on the Candidate Inventory status of an application on a certificate.

Certificates namespace > Certificate Information folder

- Certificate query subject
 - [Presentation View].[Certificate Applications].[Certificate Application Candidate Inventory Opt-In?]

Data Model Changes



Hiring Data Warehouse

USA Hire Reminder and Window Type – deployed December 6th

New query items were added to enable reporting on whether a USA Hire reminder notification is enabled and about the USA Hire window type.

Vacancies namespace > Vacancy Information folder

- Vacancy query subject
 - [Presentation View].[Vacancy].[USA Hire Reminder Notifications?]
 - [Presentation View].[Vacancy].[USA Hire Window Type]

Data Model Changes



Staffing Administration Warehouse

Customer Retired – will be deployed December 20th

A new flag field was added to show whether a customer is marked as retired in the Staffing Administration DW.

Organization namespace > Organization Detail folder

- Customers query subject
 - [Organization].[Customers].[Customer Retired?]

Data Model Changes



Staffing Reports

Tag Retired – will be deployed December 20th

A new flag field was added to show whether a Tag in Staffing Reports has been marked as retired.

Tags namespace > Tag Detail folder

- Tag query subject
 - [Tags].[Tag].[Tag Is Retired]



API Updates

USA Staffing Data API Updates



Applications API – deployed November 8th

The Applications API was updated to include an additional column for Candidate Inventory Opt-In? to show whether an application has opted in to having their application shared via Candidate Inventory.

Announcements API Sub-Entities

The following Announcements API sub-entities were updated to allow direct data pulls (rather than through the Announcements API) and to enable sorting of the data based on the DW Last Modified Date/Time.

- Announcements/AppointmentTypes
- Announcements/HiringPaths
- Announcements/Locations
- Announcements/WorkSchedules

USA Staffing Data API Updates



Requests API – deployed December 6th

The Requests API was updated to include additional columns related to request process owners.

- Request Process Owner
- Request Process Owner Email

USA Staffing Data API Updates



Announcements API – will be deployed December 20th

The Announcements API was updated to include an additional column for Appointment Type Override Text to show additional details about the announcement appointment type(s) .

AFD Applications API Locations Sub-Entity

The AFD Applications API Locations Sub-Entity was updated to include an additional column for Application Location Label to show the text description of the application location to provide additional information, as entered by a user.



Data Self Service (DSS) Retirement

Sunsetting DSS

Cognos/DSS Access Ending FY 2025

All agencies using DSS must be transitioned to a replacement data source by that date. Replacement options include:



Data APIs, the preferred option for pulling bulk data into applications, data storage, or visualizations



Request Processing Interconnection for real-time data on specific recruitments, including new status update fields expected spring 2024



Real-time New Hire data configured based on your agency's onboarding process

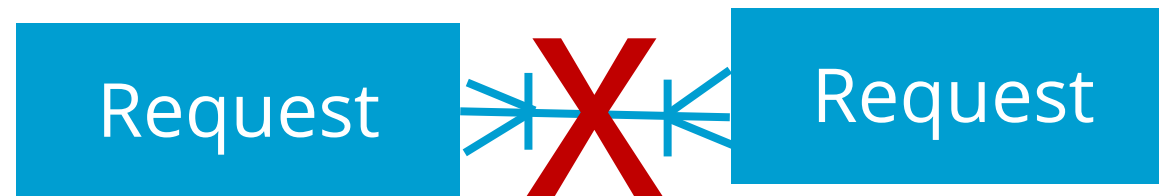
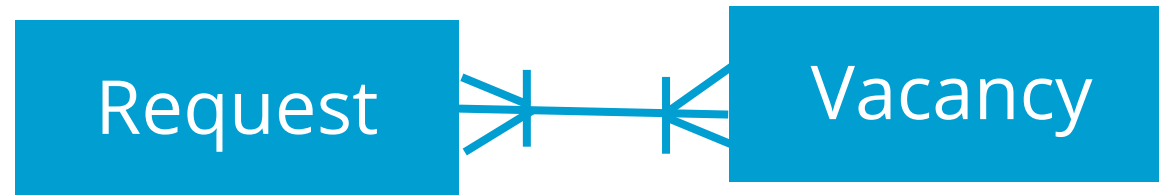


Power BI

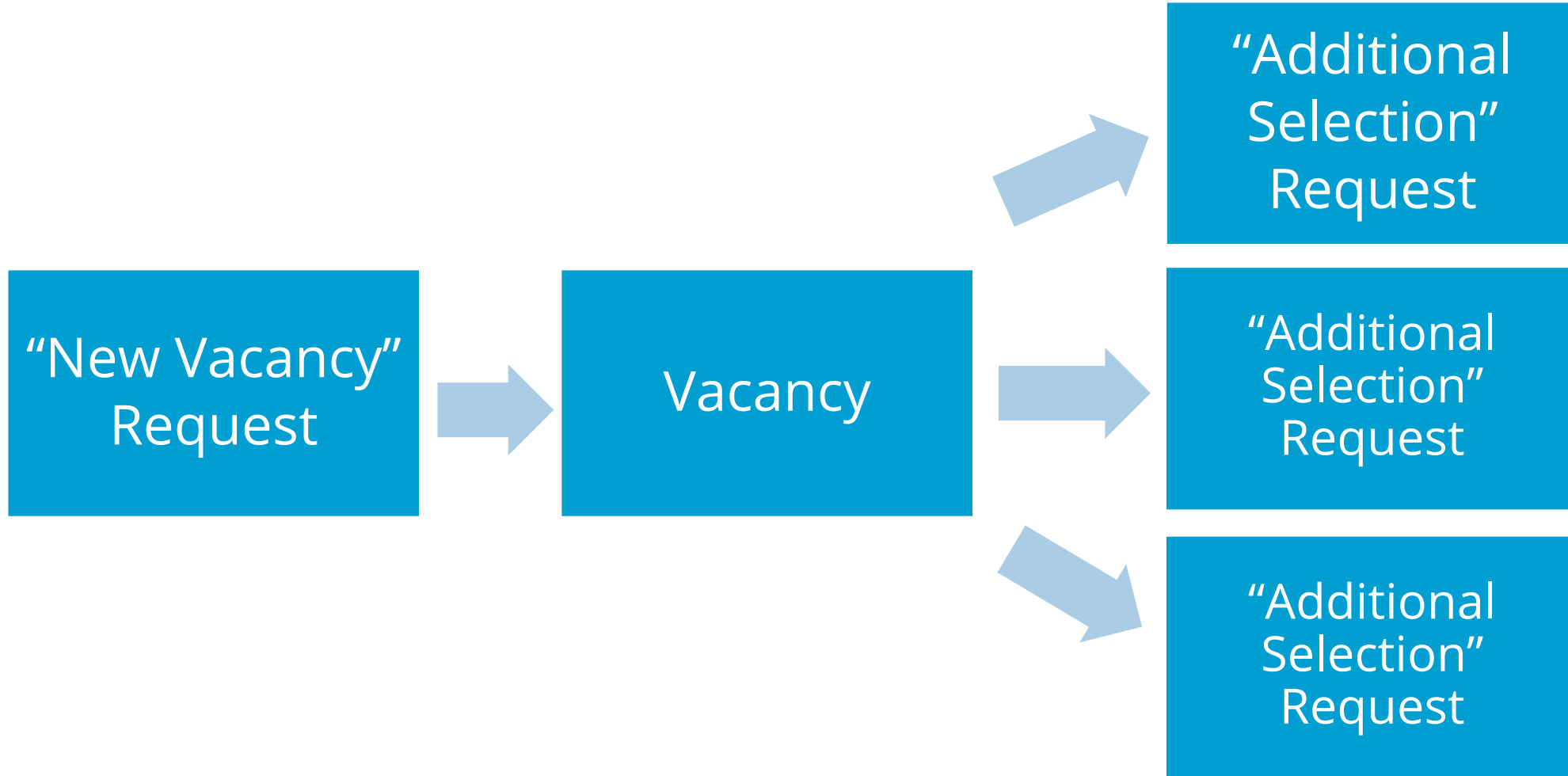
USA Staffing's business intelligence tool to replace Cognos

Your USA Staffing Account Manager can provide a list of DSS reports run by your agency in FY23 and help identify the best replacement for each report and/or data element you need

Relationships between Requests



Relationships between Requests



Go to Menti.com and
enter code

953 26 443



We want to learn more!

Email USASTaffingResearch@opm.gov or let your USA Staffing Account Manager know if you're interested in contributing to this research.



Open Demonstration and Q & A

USA Staffing Reporting Upcoming Events and Releases



Events

December 12	Reporting and Analytics Workgroup Meeting
December 13 – 14	Cognos Author Training
December 21	Cognos Consumer Forum
January 4	Cognos Author Forum
January 18	Cognos Consumer Forum
January 23	Reporting and Analytics Workgroup Meeting
January 30-31	Cognos Author Training



Releases

December 13	Reporting Stage
December 20	Reporting Production
January 10	Reporting Stage
January 17	Reporting Production
January 24	Reporting Stage
January 31	Reporting Production

The full USA Staffing Release Schedule and Release Notes can be found on the [USA Staffing Resource Center](#).

Reporting Resources

- **Resource Center** (https://help.usastaffing.gov/ResourceCenter/index.php/Reporting_and_Analytics)
 - **Trainings:** Information about trainings and forums is provided, as well as links to the virtual self-paced Cognos Consumer Training
 - **Job Aids:** Most data packages have job aids available to provide guidance on complex reporting topics.
 - **Release Notes:** Published every other week, the Release Notes identify the most recent modifications to reports and data models.
 - **Workgroup Materials:** slide decks and recordings from prior workgroup meetings are available.
- **Need Help?**
 - If you are experiencing issues accessing Cognos or Power BI, 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.



Thank You!