USA Staffing
Reporting and Analytics Release Notes

Stage Release Date: June 30, 2021

Production Release Date: July 7, 2021

Reporting and Analytics

Hiring Data Warehouse

- Applications folder
  - Application Information sub-folder: a new query subject and query items were added to enable reporting on notifications sent to applicants.
    - Application Notifications query subject
      - 'Application Notification Sent By': The name of the individual that sent a notification to an applicant.
      - 'Application Notification Sent By Email': The email address of the individual that sent the notification to an applicant.
      - 'Application Notification Sent Date/Time': The date/time the notification was sent to an applicant.
      - 'Application Notification Template Name': The name of the notification template sent to an applicant.
      - 'Application Notification Template Type': The type of notification template sent to an applicant.
- Assessment Packages folder
  - Assessment Information sub-folder: new query items were added to the existing query subject to enable reporting on whether scores on manual assessments are to be standardized. Additionally, existing query items were re-named to more closely mirror how the fields are named in the USA Staffing interface.
    - Assessment query subject
      - 'Rating?' (vice 'Contains Rating?'): Flag indicating if the assessment contains rating criteria.
      - 'Screen-Out?' (vice 'Contains Screen-Out?'): Flag indicating if the assessment contains screen-out criteria.
      - 'Standardize Scores Using Custom Values?': For manual assessments, flag indicating if assessment scores should be standardized using custom values. For other assessment types, this field will be null.
      - 'Standardize Scores?': For manual assessments, flag indicating if assessment scores should be standardized. For other assessment types, this field will be null.
- Vacancies folder
  - Vacancy Metrics sub-folder
    - Vacancy Metric query subject: a new query item was added to enable reporting on applicants that declined or withdrew from consideration at the vacancy level.
      - 'Total Declined/Withdrawn Applications': Metric indicating the total number of unique applications that were withdrawn from consideration or declined (Audit Code is Withdrawn from Consideration, Declined Position, Declined Salary/Grade, Declined Location, Declined Interview/Assessment, Declined During Negotiations, Accepted Another Position with Agency, or Failed to Apply) for at least one rating combination for the vacancy.

Reports

- **Organizing Reports:** Standard reports using the Hiring Data Warehouse as a data source were organized into folders to make it easier to locate reports. Reports are organized as follows:

  Team Content > USA Staffing Packages and Folders > Hiring Data Warehouse >
  - Announcement
    - Announcement Status Dashboard
    - Announcement Status Report
  - Application
    - Applicant Dashboard
    - Applicant List Report
    - Application History Report
    - Declinations Dashboard
  - Assessment
    - Applicant Scores by Assessment Report
    - Assessment Content Report
    - Assessment Items and Applicant Responses Report
    - Assessment, Items, and Competency Usage Report
  - Certificate
    - Certificate Activity Dashboard
    - Certificate Activity Report
    - Certificate Overview Report
    - Certificate Review Detail Report
    - Certificate Status Dashboard
    - Certificate Status Report
    - Referrals by Certificate Report
    - Selectees without Requests or Offers
  - Delegated Examining
    - Delegated Examining Audit Report
    - Delegated Examining Production Activity
    - Delegated Examining Workload Report
  - New Hire
    - eOPF Transmission Report
    - New Hire Dashboard
    - New Hire Detail Report
    - New Hire Interconnection Transmission Report
  - Production Metrics
    - Areas of Waste Report
    - Production Statistics Report
  - Request
    - Request Overview Dashboard
    - Request Overview Report
    - Request Vacancy Information
    - Staffing Process Tracking Report
  - Task
    - Active and Pending Tasks Report
    - Tasks by Staffing Number
  - USA Hire
    - USA Hire Tracking Report
  - Vacancy
    - Claimed Reasonable Accommodation Report

- Recruitment Sources Dashboard
- Recruitment Sources Report
- Vacancy Overview Dashboard
- Vacancy Overview Report
- **User Account Details Report:** The User Account Details Report was created. This report provides tabular data displaying a list of users, including account flags, creation date/time, last log-in date/time, and days since last log-in.
    - Team Content > USA Staffing Packages and Folders > User License
- **User Accounts by Office/Customer Report:** The User Accounts by Office/Customer Report was created. This report provides tabular data displaying a list of users by user type and by organization and office or customer name, including permission profile details, account flags, creation date/time, last log-in date/time (as a specific user type), and days since last log-in as a specific user type.
    - Team Content > USA Staffing Packages and Folders > User License