



USA Staffing

Reporting and Analytics Workgroup February 14, 2023

We will start at approximately 1:03 to allow time for people to sign in

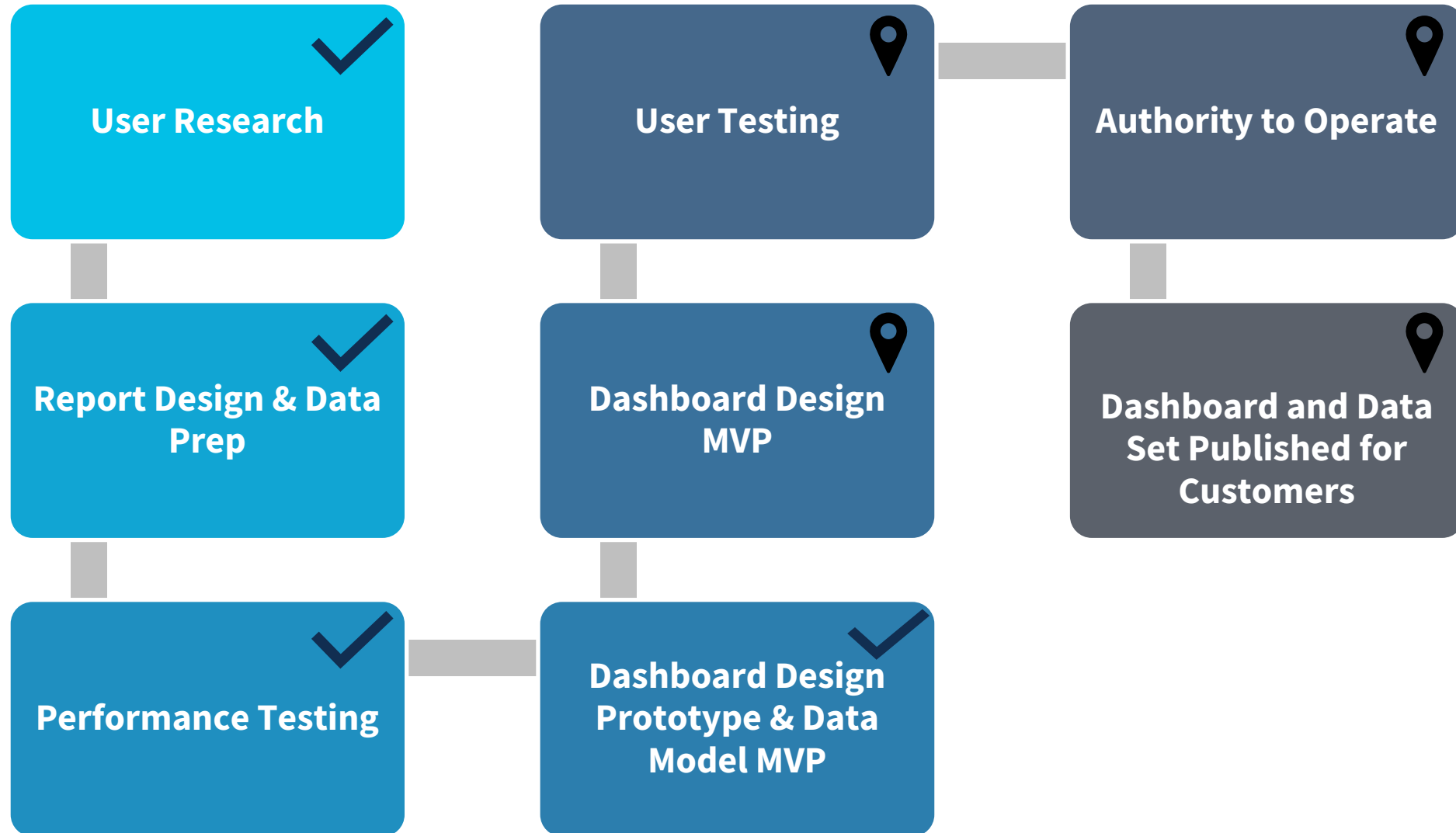
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Agenda

- 1 Power BI Update**
- 2 Cognos Performance Metrics**
- 3 Reporting User Satisfaction Survey**
- 4 Cognos Training Program**
- 5 Modifications to Reports and Data Models**
- 6 API Updates**
- 7 Cognos Tip**
- 8 Open Demonstration and Q&A**

Power BI Update

Power BI Implementation Milestones



User Testing and Release



Next Steps

What we have completed

- Conducted initial Power BI Report Consumer training internally, collecting feedback
- Engaging with DOJ AAD contacts, tested cross cloud collaboration settings
- Completed data pipeline and authentication alternative spikes

Next Steps

- Power BI agency access testing for DOC, DOD
- Collect user feedback via session with Account Managers
- Release User License Power BI app to onboarded customers and collect feedback
- Begin offering Power BI Report Consumer training
- Plan workspace administration session and produce job aid

Cognos Performance Metrics

FY23



All Reports



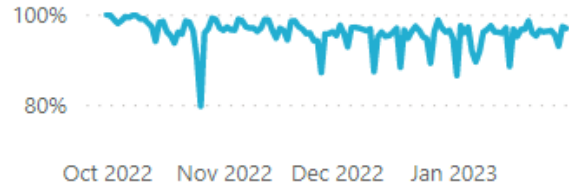
Cognos Total Runs

1,374,945



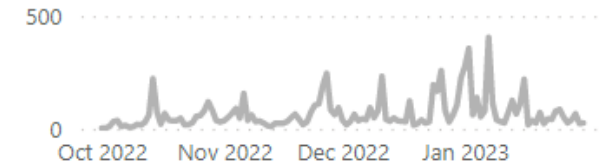
Avg. Success Rate

97.12%

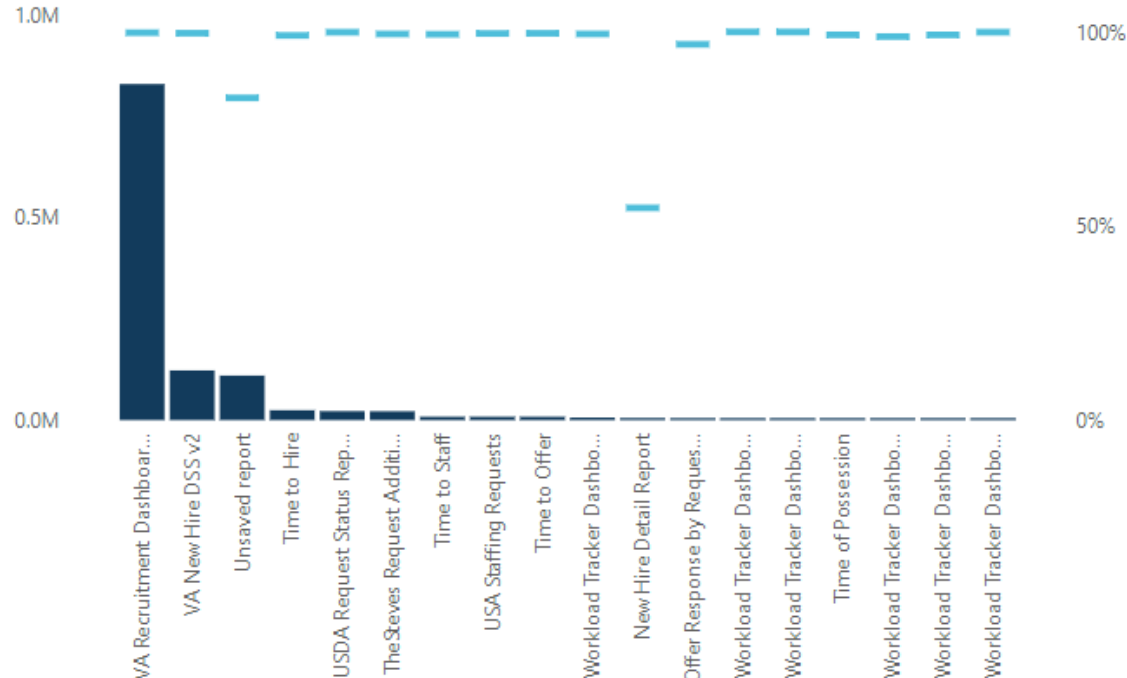


Avg. Runtime (Sec)

42.39



Cognos Total Runs and Cognos Success Rate



Report name	Cognos Total Runs	Cognos Success Rate	Avg Runtime
VA Recruitment Dashboard DSS v1	830,213	99.79%	6.81
VA New Hire DSS v2	122,723	99.67%	6.32
Unsaved report	109,927	83.00%	10.69
Time to Hire	24,439	99.09%	25.72
USDA Request Status Report - Certificate V3	22,094	99.92%	30.10
TheSteves Request Additional Information Report	21,806	99.46%	2.95
Time to Staff	8,360	99.39%	7.60
USA Staffing Requests	8,358	99.59%	2.17
Time to Offer	8,351	99.64%	2.33
Workload Tracker Dashboard - Qualification Analysis Phase	6,261	99.47%	8.87
New Hire Detail Report	5,189	54.65%	298.48
Offer Response by Request Number	4,947	96.81%	4.03
Workload Tracker Dashboard - RequestsAnnouncementsCerts	4,067	100.00%	9.60
Workload Tracker Dashboard - NewHireCertSelections	4,062	99.98%	7.00
Time of Possession	2,943	99.25%	80.40
Workload Tracker Dashboard - Interviews and	2,762	98.81%	9.83
Total	1,374,945	97.12%	42.39

Data Source: USAJOBS

Data Through: January 2023

FY23



HDW Reports

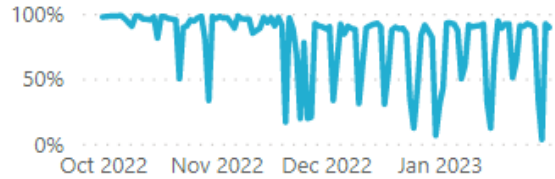
HDW Total Runs

37,434



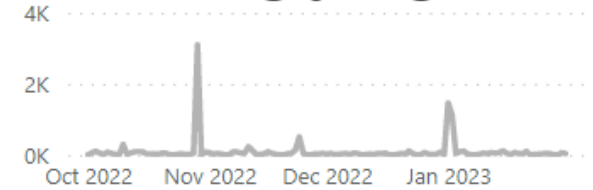
Avg. Success Rate

90.80%

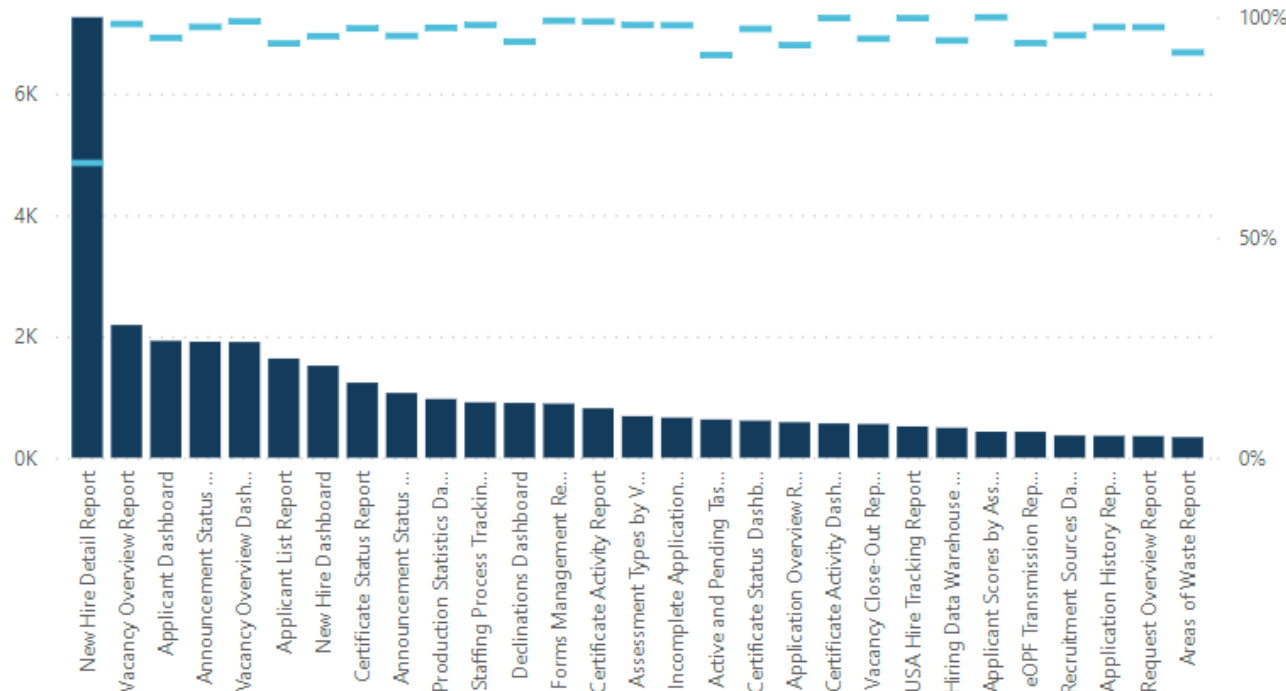


Avg. Runtime (Sec)

46.26



HDW Total Runs and HDW Success Rate



Report name	HDW Total Runs	HDW Success Rate	Avg Runtime
New Hire Detail Report	7,259	66.94%	49.97
Vacancy Overview Report	2,187	98.49%	7.04
Applicant Dashboard	1,927	95.33%	41.05
Announcement Status Report	1,912	97.80%	6.36
Vacancy Overview Dashboard	1,907	99.06%	5.48
Applicant List Report	1,634	94.06%	53.87
New Hire Dashboard	1,516	95.71%	81.83
Certificate Status Report	1,236	97.49%	27.60
Announcement Status Dashboard	1,067	95.78%	9.21
Production Statistics Dashboard	968	97.62%	60.42
Staffing Process Tracking Report	912	98.25%	54.13
Declinations Dashboard	903	94.46%	139.45
Forms Management Report	891	99.21%	2.80
Certificate Activity Report	815	99.02%	3.03
Assessment Types by Vacancy Dashboard	685	98.25%	14.86
Incomplete Applications Report	661	98.18%	3.11
Active and Pending Tasks Report	630	91.43%	114.94
Certificate Status Dashboard	610	97.38%	89.93
Application Overview Report	585	93.68%	99.76
Total	37,434	90.80%	46.26

Data Source: USAJOBS

Data Through: January 2023

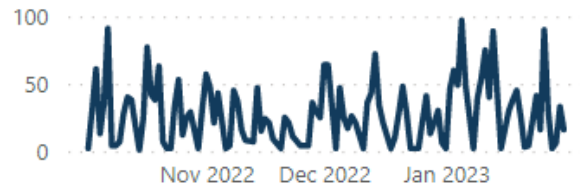
FY23



Time to Hire

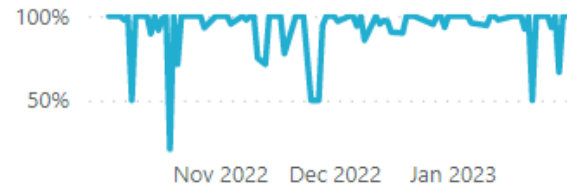
Cognos Total Runs

3,087



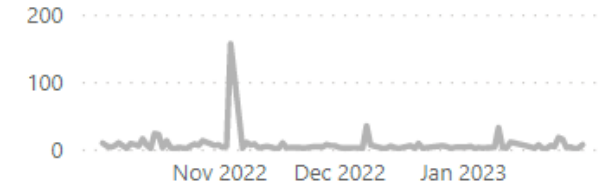
Avg. Success Rate

96.15%

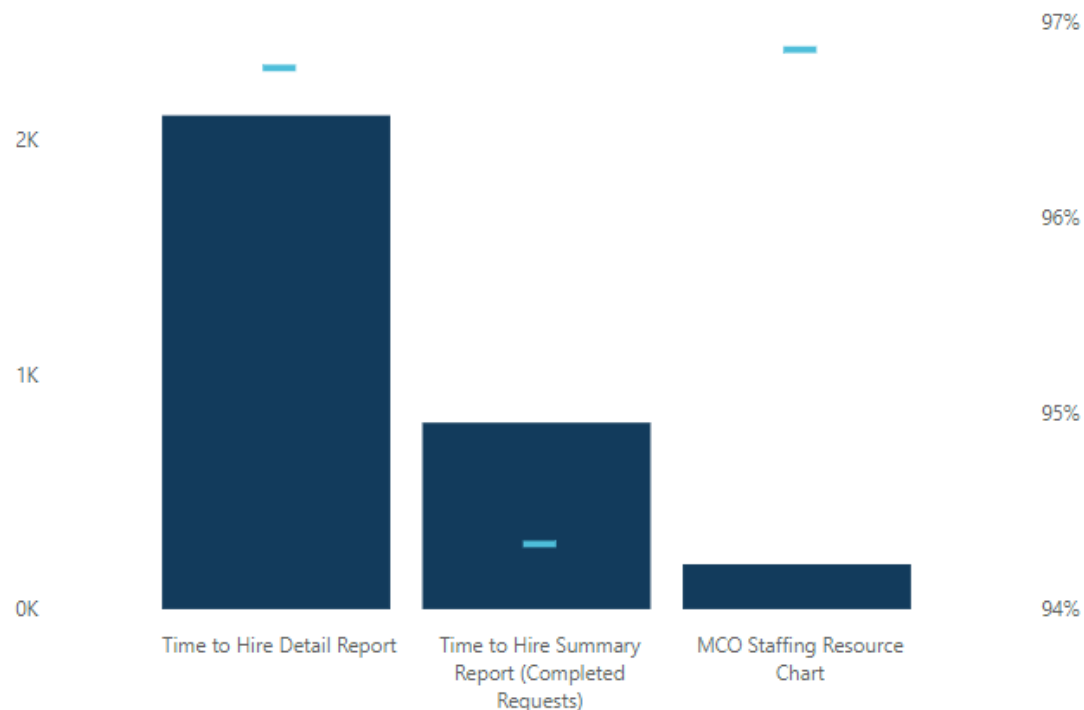


Avg. Runtime (Sec)

8.24



Cognos Total Runs and Cognos Success Rate



Report name	Cognos Total Runs	Cognos Success Rate	Avg Runtime
Time to Hire Detail Report	2,102	96.76%	3.90
Time to Hire Summary Report (Completed Requests)	794	94.33%	20.98
MCO Staffing Resource Chart	191	96.86%	4.34
Total	3,087	96.15%	8.24

FY23



User License

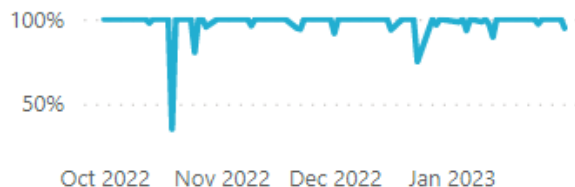
Cognos Total Runs

2,168



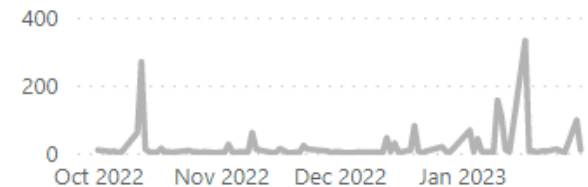
Avg. Success Rate

96.22%

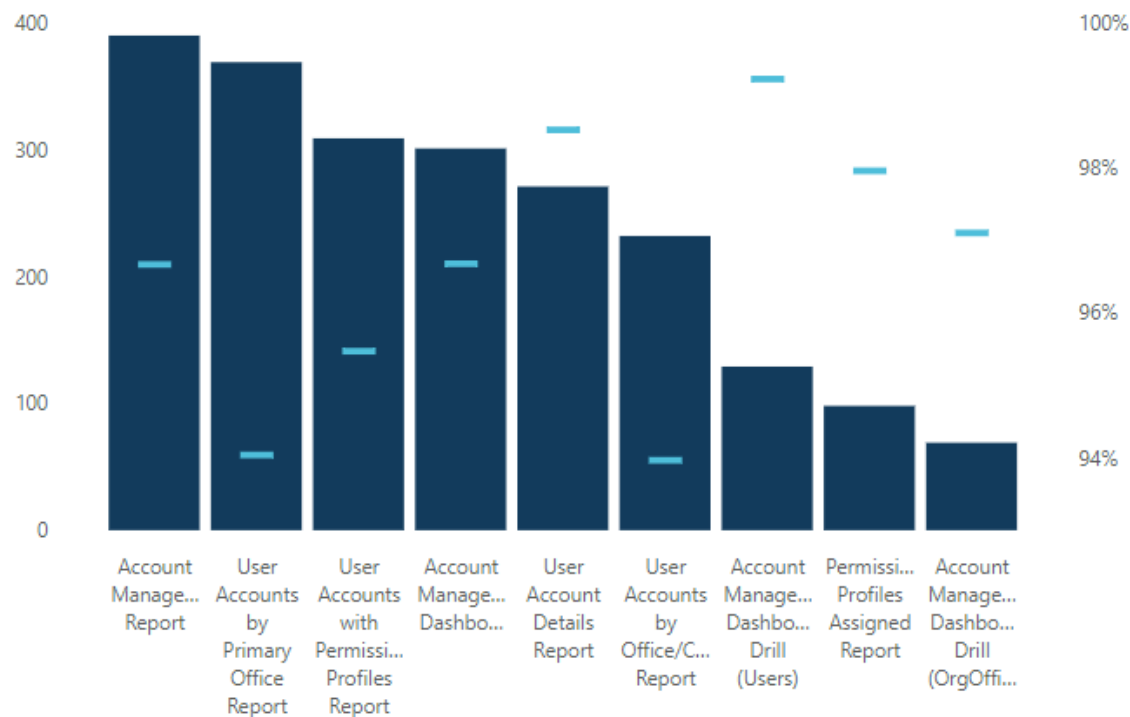


Avg. Runtime (Sec)

22.10



Cognos Total Runs and Cognos Success Rate



Report name	Cognos Total Runs	Cognos Success Rate	Avg Runtime
Account Management Report	390	96.67%	50.69
User Accounts by Primary Office Report	369	94.04%	3.76
User Accounts with Permission Profiles Report	309	95.47%	31.04
Account Management Dashboard	301	96.68%	9.54
User Account Details Report	271	98.52%	14.32
User Accounts by Office/Customer Report	232	93.97%	22.95
Account Management Dashboard Drill (Users)	129	99.22%	8.33
Permission Profiles Assigned Report	98	97.96%	4.95
Account Management Dashboard Drill (OrgOffice)	69	97.10%	50.55
Total	2,168	96.22%	22.10

Reporting User Satisfaction Survey

Reporting User Satisfaction Survey

The **bi-annual customer satisfaction survey** launched on **Monday, November 28** and was open until **Friday, December 23, 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

889

Total Recipients

125

Respondents

14%

Response Rate

54

Org Count

12

Agency Count

Survey Sections Summary

78%

% Positive

18.9%

% Positive Change

4.0

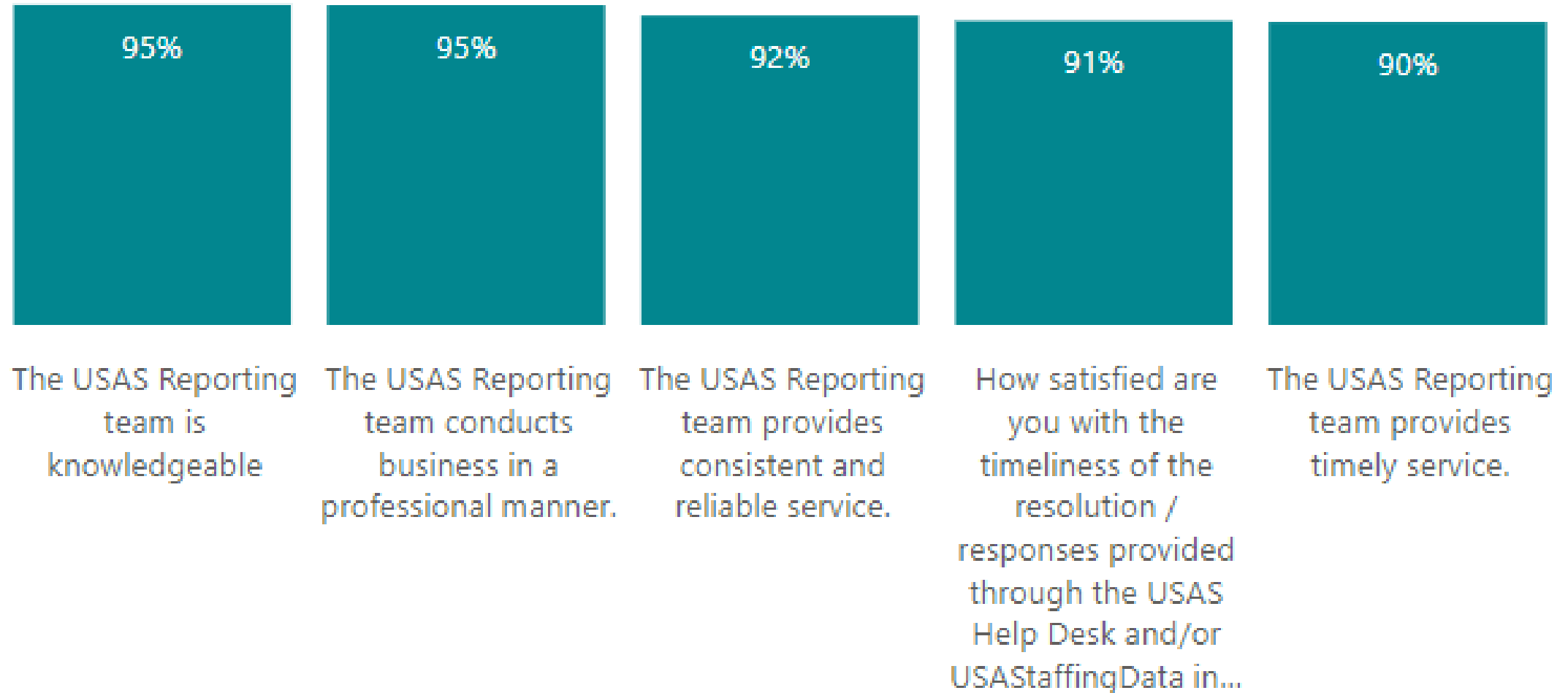
Avg Response Value

0.6

Avg Response Change

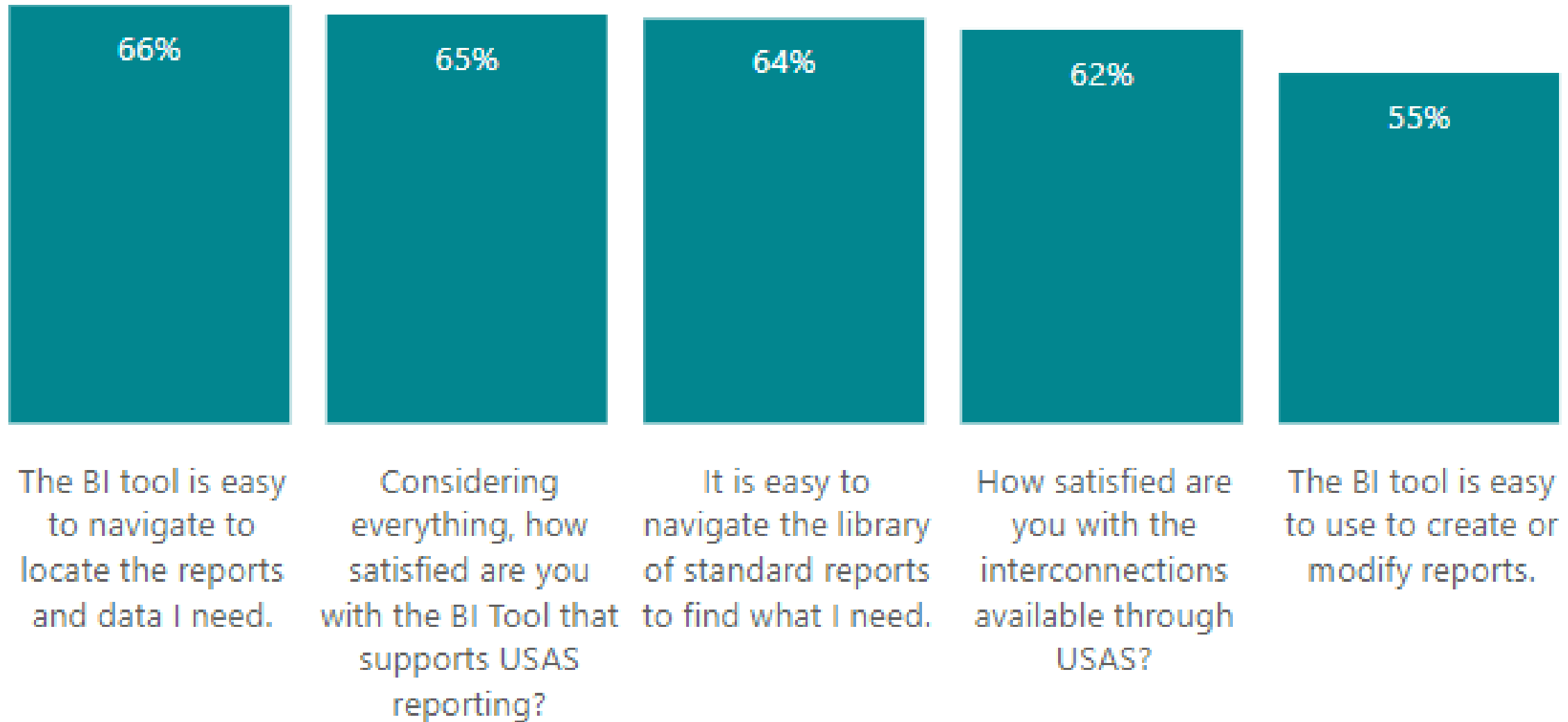


Top 5 Questions



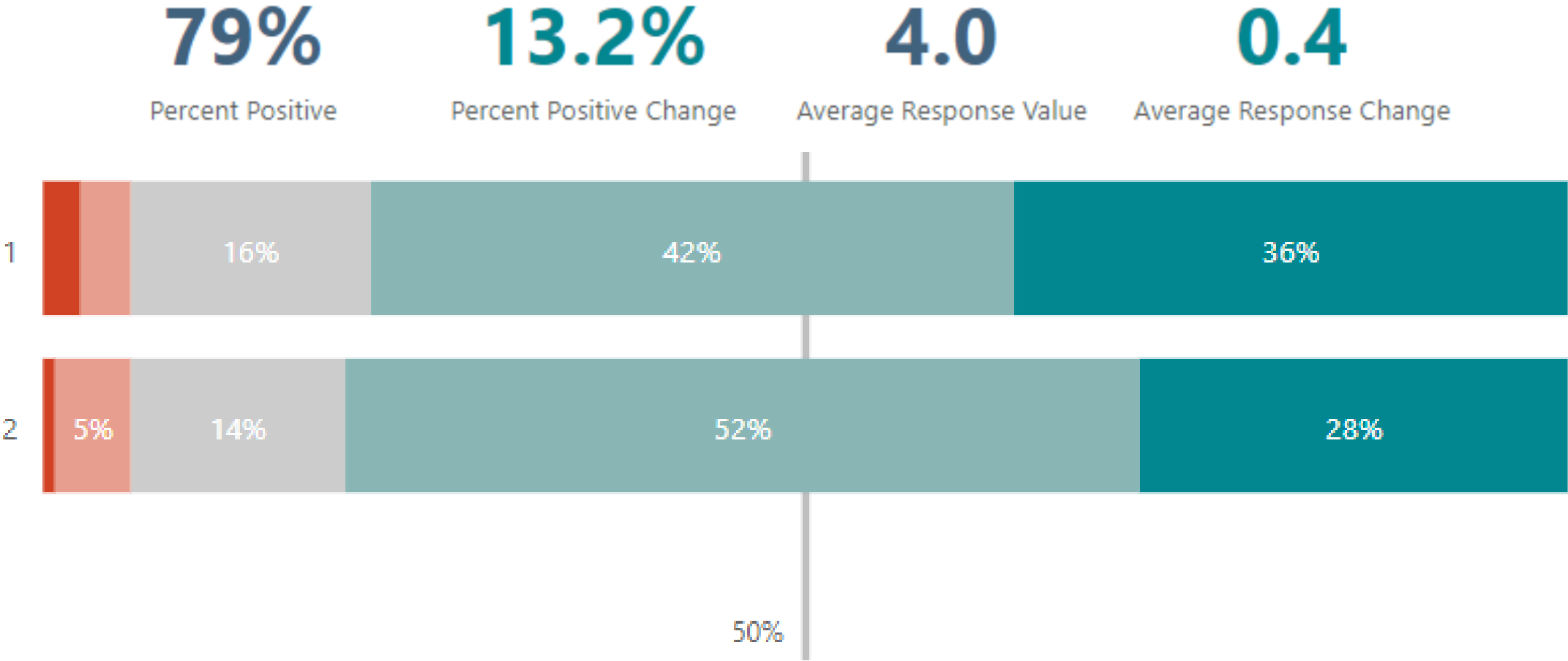
*4 of the top 5 items remain the same from the June 2022 survey.

Bottom 5 Questions



*4 of the bottom 5 were also in the bottom 5 from the June 2022 survey.

USA Staffing Reporting Program



- 1. I would recommend USAS reporting products and services to other government organizations.
- 2. Considering all your experiences with USAS Reporting, how satisfied are you with reporting products and services?

Business Intelligence Tool

64%

Percent Positive

21.4%

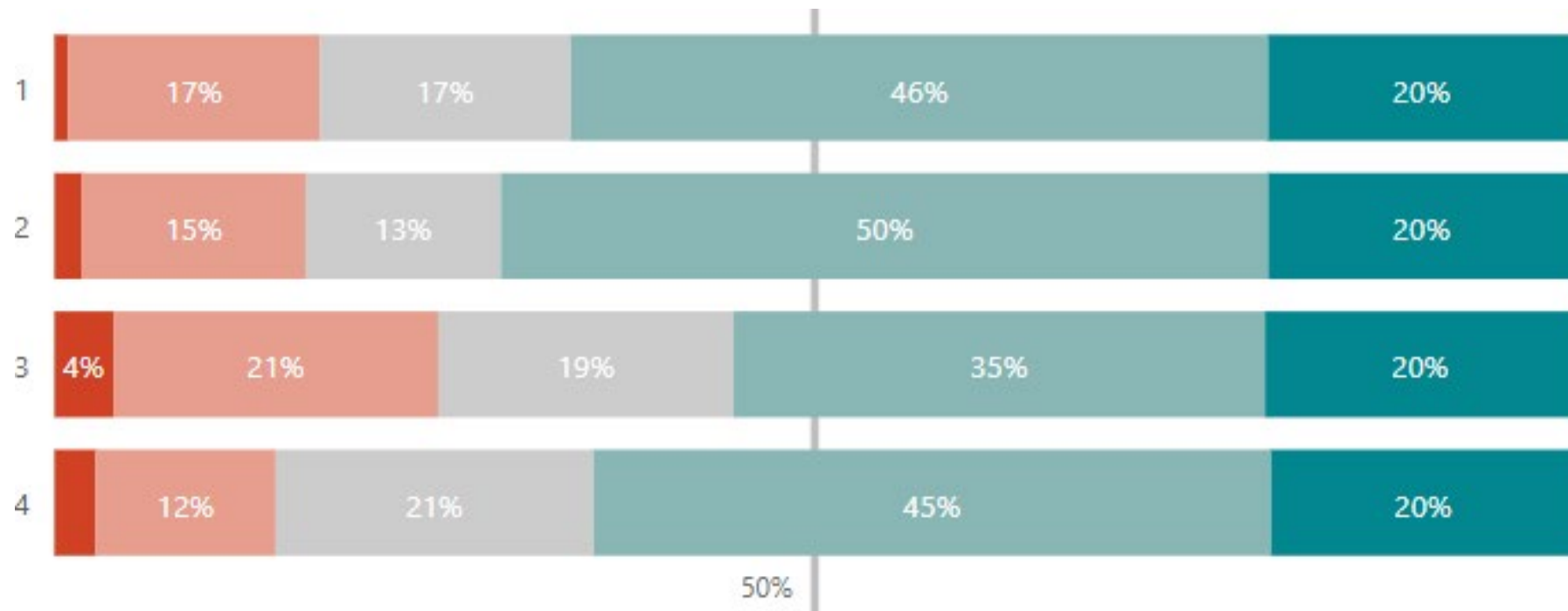
Percent Positive Change

3.6

Average Response Value

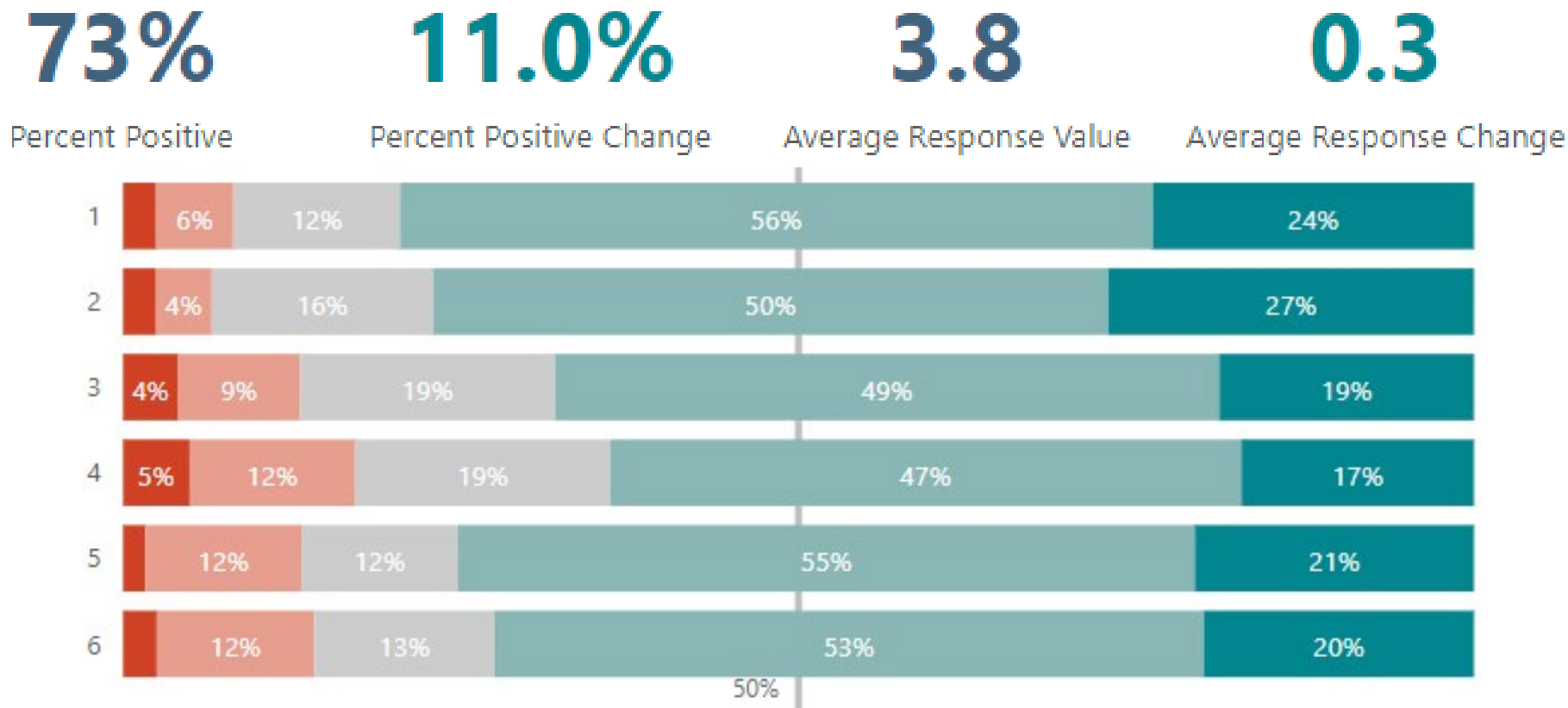
0.5

Average Response Change



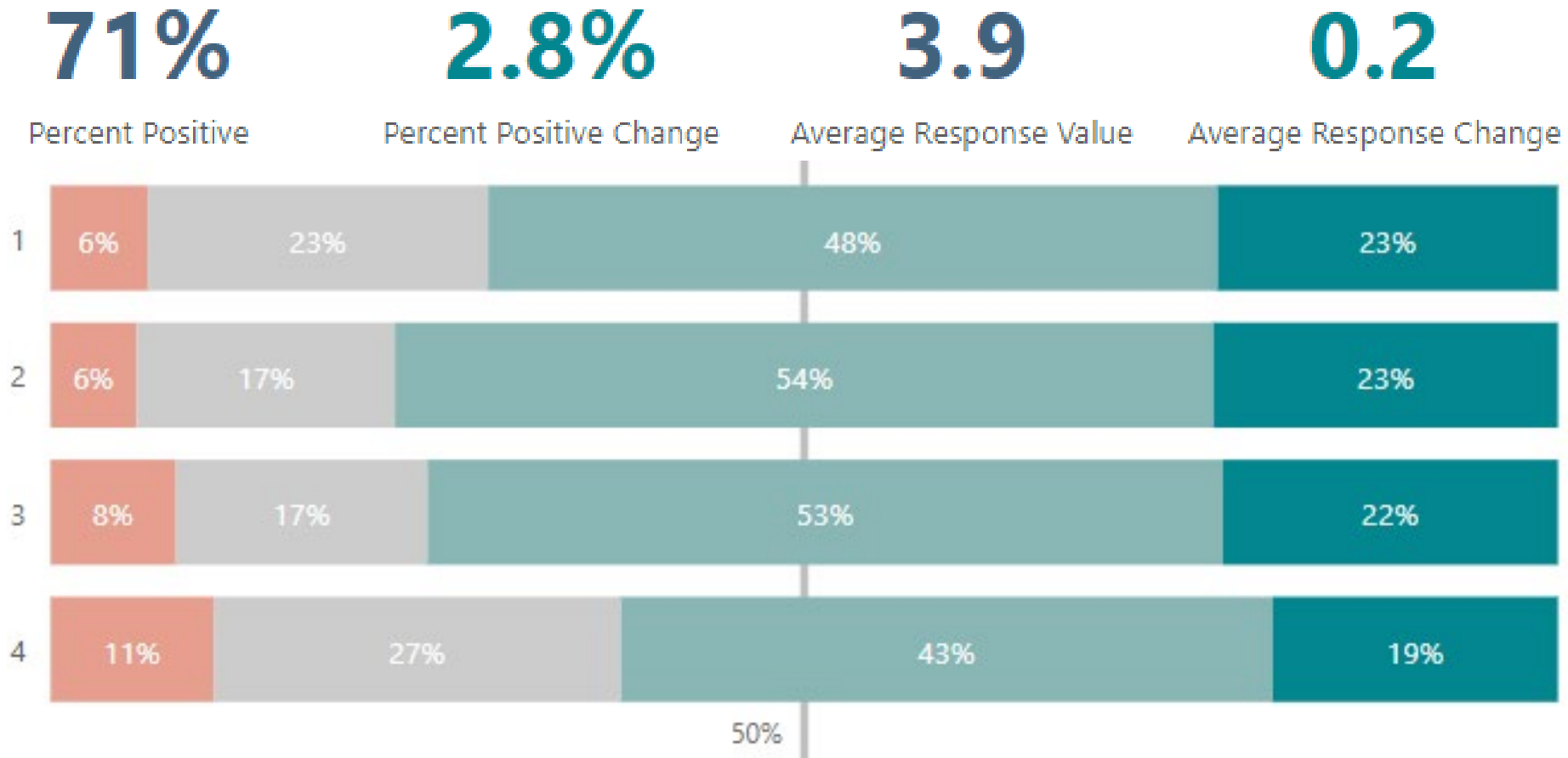
1. The BI tool is easy to navigate to locate the reports and data I need.
2. The BI tool is easy to use to run reports.
3. The BI tool is easy to use to create or modify reports.
4. Considering everything, how satisfied are you with the BI tool that supports USAS reporting?

Data and Reports



- 1. The data I need to report on is available through USAS Reporting.
- 2. I have confidence that the data provided through USAS reports is accurate.
- 3. The library of standard reports managed by the USAS Reporting team provides the information I need to do my job.
- 4. It is easy to navigate the library of standard reports to find what I need.
- 5. How satisfied are you with the success rate of reports you run?
- 6. How satisfied are you with the typical amount of time it takes for reports you run to complete?

Interconnections



1. It is easy to set up an interconnection with USAS.
2. Once established, USAS interconnections are easy to use.
3. How satisfied are you with the resources and guides provided to support USAS interconnections?
4. How satisfied are you with the interconnections available through USAS?

Workgroups

84%

Percent Positive

9.2%

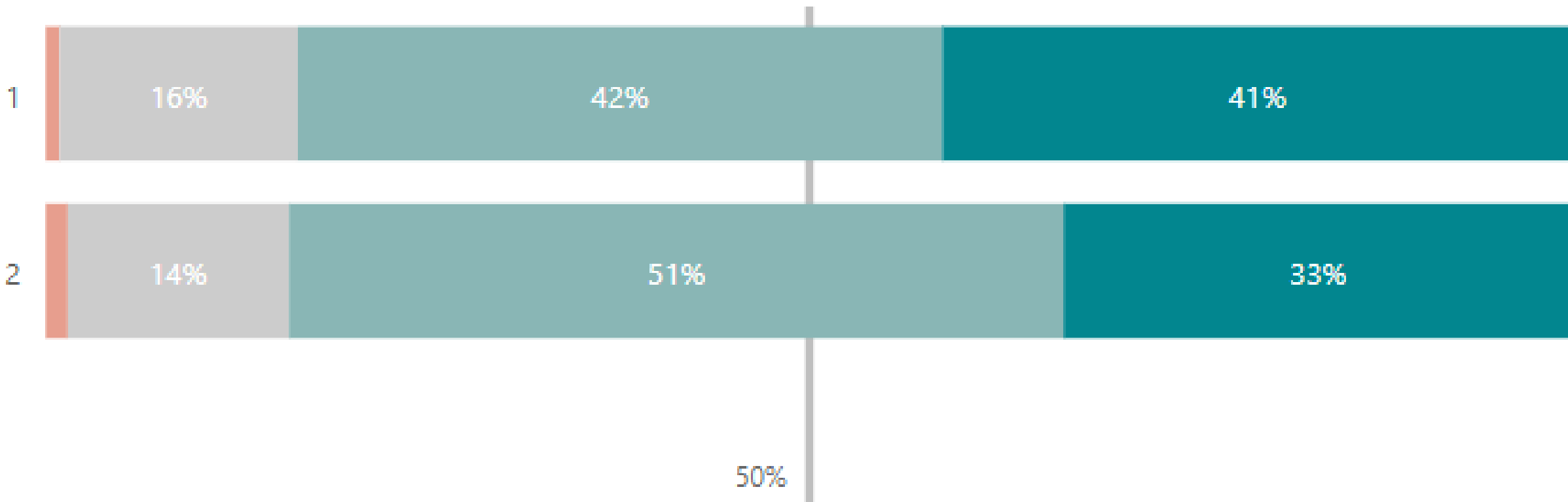
Percent Positive Change

4.2

Average Response Value

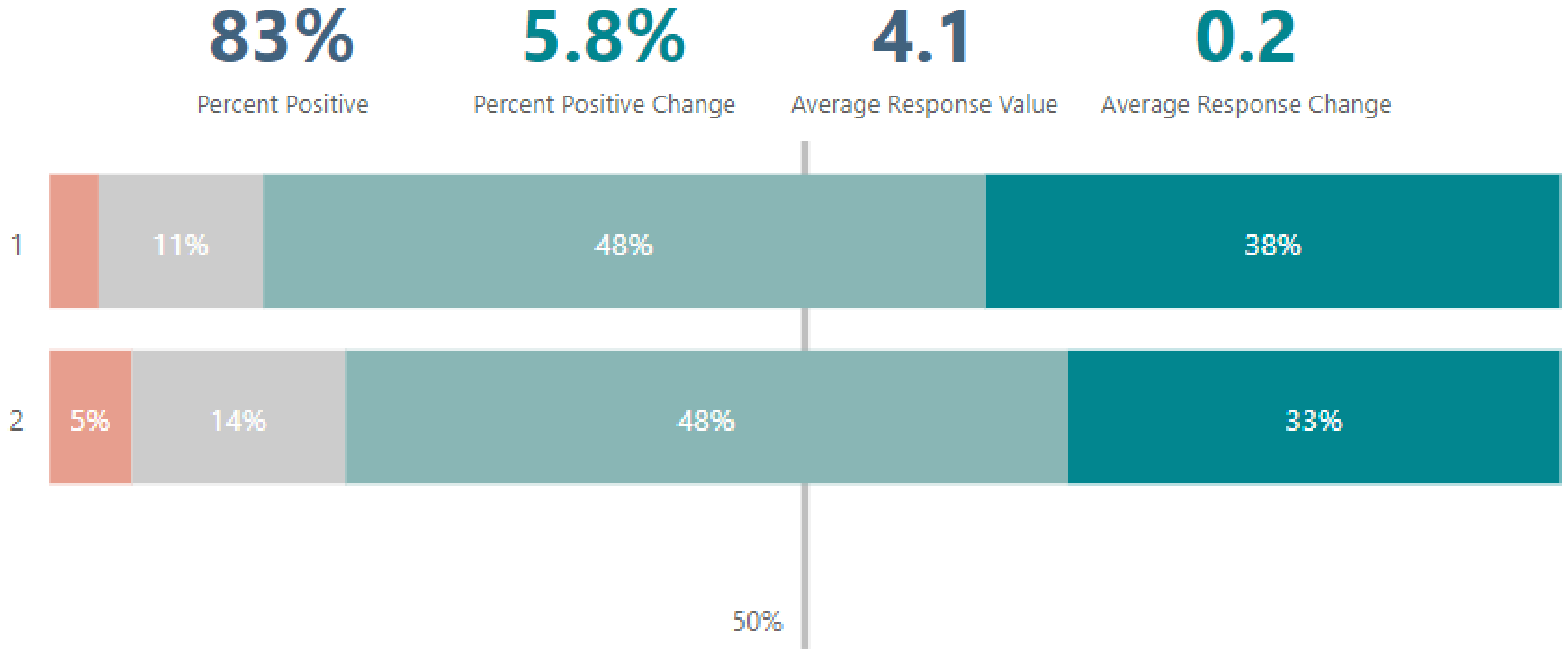
0.3

Average Response Change



1. How satisfied are you with the Reporting and Analytics Workgroup?
2. How satisfied are you with the Applicant Flow Data Workgroup?

Training



1. How satisfied are you with the trainings offered by the USAS Reporting team?
2. How satisfied are you with the resources, guides, and/or job aids that have been provided by the USAS Reporting team?

Support

91%

Percent Positive

8.2%

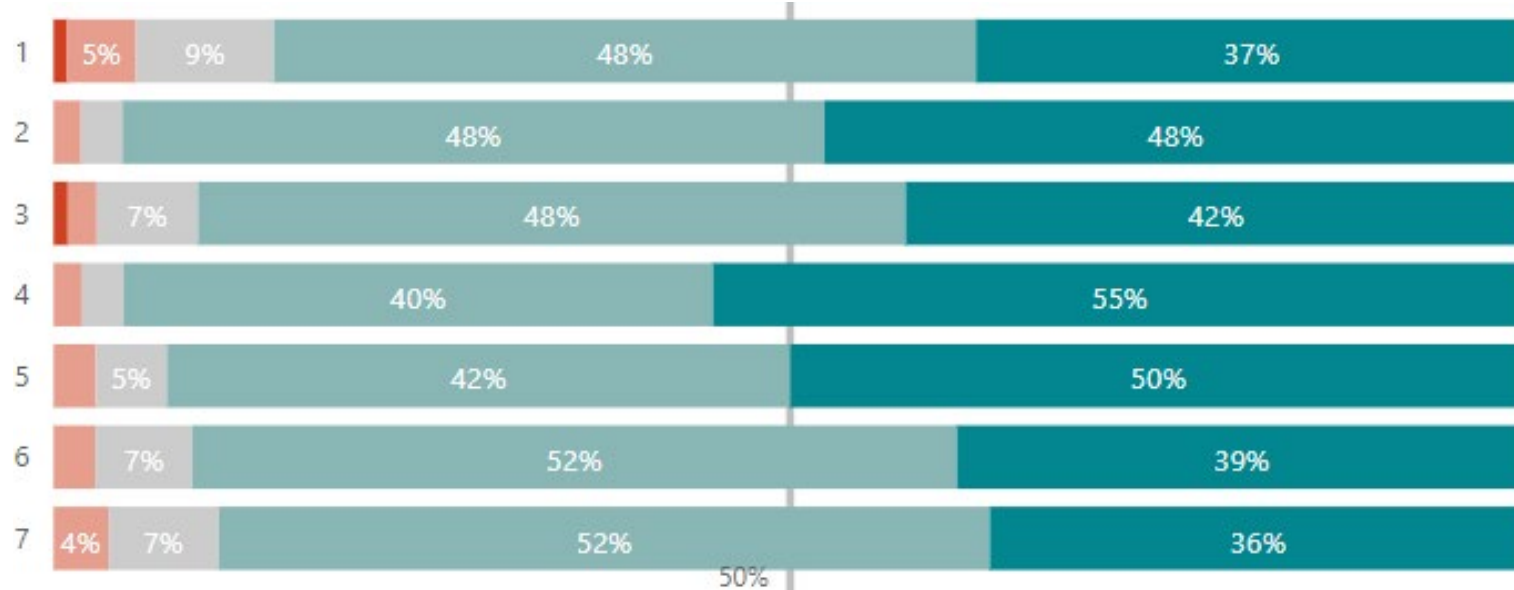
Percent Positive Change

4.3

Average Response Value

0.2

Average Response Change



1. The resolution/responses provided by the USAS Help Desk and/or USAStaffingData inbox fully addressed the issue(s) I encountered.
2. The USAS Reporting team is knowledgeable.
3. The USAS Reporting team provides timely service.
4. The USAS Reporting team conducts business in a professional manner.
5. The USAS Reporting team provides consistent and reliable service.
6. How satisfied are you with the timeliness of the resolution/responses provided through the USAS Help Desk and/or USAStaffingData inbox?
7. Considering everything, how satisfied are you with the reporting support provided through the USAS Help Desk and/or USAStaffingData inbox?

What does USA Staffing Reporting do well?



1 Communication

“The team provides timely informative email communication during system updates, outages, and resolutions to issues.”

2 Training

“The accessibility of the Advanced Author Forum is great if you have questions you would like answered that are not time sensitive.”

3 Support

“Responds quickly to assist me as a super user in my agency as well as when I need USAS to actually create the report for me it’s done timely and efficiently.”

4 Data and Reports Available

“The availability of granular data is exceptional.”

“I think the reports are great and detailed...and for the most part, they meet our needs.”

5 Navigation

“The data packages are well organized and logically grouped.”

6 BI Tool

“The scheduler is very helpful.”

“Available tools are excellent.”

What can USA Staffing do to improve?



1 Communication

“I check the Reporting and Analytics notes to see what was added or moved. However, not all moves, renames, and removals are documented.”

2 Training

“At times, the meetings/forums can be a bit much for someone who is learning the basic reporting concepts, data layouts, terms, etc.”

3 Navigation

“I find it difficult to locate standard reports based on the naming convention. A better guide or crosswalk is needed so I’m not spending all day looking for what I need.”

4 Data Availability and Accuracy

“Data is not in real time and can be more than 24 hours behind.”

5 Data and Reports Available

“All reports in the library and the fields that can be pulled for custom reports all focus on staffing data. I would like to see other fields available for reporting. Specifically, benefits information.”

6 BI Tool

“Continue working to make it more user friendly and easier to create customized reports.”

7 System or Report Performance and Availability

“Increase stability of the overall systems and performance when running reports.”

Cognos Training Program

Available Trainings

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

Upcoming Trainings

Report Consumer Training

Dates
Tuesday, March 7
1:00 – 4:00 PM EDT

Report Author Training

Wednesday, February 22
10:00 AM – 3:00 PM EDT
+
Thursday, February 23
10:00 AM – 3:00 PM EDT

Wednesday, April 19
10:00 AM – 3:00 PM EDT
+
Thursday, April 20
10:00 AM – 3:00 PM EDT

Advanced Author Forum

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

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

Thursday, May 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.
USASTaffingData@opm.gov

Modifications to Reports and Data Models

Sprint 39 deployed to Production on January 18th

Sprint 40 deployed to Production on February 1st

Sprint 41 will be deployed to Production on February 15th

New or Modified Reports



Hiring Data Warehouse Reports

Assessment Types by Vacancy Report – deployed February 1st

The Assessment Types by Vacancy Report was modified. This report provides tabular data showing what assessment type(s) are used by vacancy to support agency reporting in response to EO 13932, Modernizing and Reforming the Assessment and Hiring of Federal Job Candidates. The report was updated to include a new optional exclusionary prompt for Vacancy Series to allow for easy exclusion of series that are not covered by the Executive Order. Additionally, a new page was added to the report. The new page is titled “Selection Rates” and includes a table showing the selection rate by occupational series at both the application-level (Total Selected Applications/Total Applications) and the vacancy-level (Total Vacancies with at Least 1 Selection/Total Vacancies). This data is provided to serve as a baseline when evaluating selection rates and aid in agency evaluation of the effectiveness of recruitment, assessment, and staffing processes.

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

New or Modified Reports



Hiring Data Warehouse Reports

Certificate Activity Dashboard – deployed January 18th

The Certificate Activity Dashboard was modified. This report provides visualizations and tabular data summarizing the number of certificates issued, certificates audited, and selections made. The data is provided by vacancy, year, month, organization, and office. The dashboard was updated to add a new column to identify if a vacancy is for a remote job on the pages of the report that include tabular data.

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

Certificate Activity Report – deployed January 18th

The Certificate Activity Report was modified. This report provides tabular data summarizing the number of certificates issued, certificates audited, and selections made. The data is provided by vacancy, year, month, organization, and office. The report was updated to add a new column to identify if a vacancy is for a remote job on the By Vacancy page of the report.

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

New or Modified Reports



Hiring Data Warehouse Reports

Recruitment Source Dashboard – will be deployed February 15th

The Recruitment Source Dashboard was modified. This report provides visualizations and tabular data displaying recruitment sources by organization, office, and vacancy, as well as the identification of social media sites used for recruitment. The report was modified to include a new optional prompt for remote job vacancies as well as columns in the report output to identify whether a vacancy is for a remote job.

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

Recruitment Source Report – deployed February 1st

The Recruitment Source Report was modified. This report provides tabular data displaying recruitment sources by organization, office, and vacancy, as well as the identification of social media sites used for recruitment. The report was modified to include a new optional prompt for remote job vacancies as well as columns in the report output to identify whether a vacancy is for a remote job.

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

New or Modified Reports



Hiring Data Warehouse Reports

Request Vacancy Information – deployed February 1st

The Request Vacancy Information report was modified. This report provides tabular data displaying details about the vacancies associated with requests. The report was modified to include a column to identify whether a vacancy is for a remote job.

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

Staffing Process Tracking Report – deployed February 1st

The Staffing Process Tracking Report was modified. This report provides tabular data displaying request, vacancy, announcement, and certificate numbers as well as certificate review data and milestone dates in the staffing process for New Vacancy and Additional Selection requests. The report was modified to include a column to identify whether a request and/or a vacancy is for a remote job.

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

New or Modified Reports



Hiring Data Warehouse Reports

Request Overview Dashboard – deployed January 18th

The Request Overview Dashboard was modified. This report provides visualizations and tabular data showing the status of requests. The dashboard was updated to add a new column to identify if a request is for a remote job to the pages of the report that include tabular data.

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

Request Overview Report – deployed January 18th

The Request Overview Report was modified. This report provides tabular data showing the status of requests. The report was updated to add a new column to identify if a request is for a remote job to the pages of the report that include tabular data.

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

New or Modified Reports



Hiring Data Warehouse Reports

Vacancy Overview Dashboard – will be deployed February 15th

The Vacancy Overview Dashboard was modified. This report provides key metrics as well as tabular data to display details about a vacancy, including the total number of applications received and number of applications by status. The report was modified to include a new optional prompt for remote job vacancies as well as columns in the report output to identify whether a vacancy is for a remote job.

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

Vacancy Overview Report – will be deployed February 15th

The Vacancy Overview Report was modified. This report provides tabular data to display details about a vacancy, including the total number of applications received and number of applications by status. The report was modified to include a new optional prompt for remote job vacancies as well as columns in the report output to identify whether a vacancy is for a remote job.

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

Data Model Changes



Hiring Data Warehouse

Additional Contacts – deployed January 18th

A new query subject and query items were added to enable reporting on the additional contacts assigned to a new hire record.

New Hires folder > New Hire Contacts sub-folder

- Additional Contacts query subject
 - [Presentation View].[Additional Contacts].[Additional Contact Email]
 - [Presentation View].[Additional Contacts].[Additional Contact Name]
 - [Presentation View].[Additional Contacts].[Additional Contact Phone Number]
 - [Presentation View].[Additional Contacts].[Additional Contact Title]

Data Model Changes



Hiring Data Warehouse

Hurdles and SME Evaluations – deployed January 18th

New query items were added to enable reporting on the hurdle information and details about the SME Evaluation assessment type.

Assessment Packages folder > Assessment Information sub-folder

- Assessment query subject
 - [Presentation View].[Assessment].[Hurdle]
 - [Presentation View].[Assessment].[Manual Assessment Method]
 - [Presentation View].[Assessment].[SME Evaluation Justification Required]
 - [Presentation View].[Assessment].[SME Evaluators]

Data Model Changes



Hiring Data Warehouse

Location Labels – will be deployed February 15th

New query items were added to enable reporting on the labels associated with locations used as filters when creating applicant lists and certificates as well as the location for which applications were submitted.

Applicants folder > Applicant List Information sub-folder

- Applicant List Location Filters query subject
 - [Presentation View].[Applicant List Location Filters].[Applicant List Location Label]

Applications folder > Application Information sub-folder

- Application Locations query subject
 - [Presentation View].[Application Locations].[Application Location Label]

Certificates folder > Certificate Filter Information sub-folder

- Certificate Location Filters query subject
 - [Presentation View].[Certificate Location Filters].[Certificate Location Label]

Data Model Changes



Hiring Data Warehouse

Request Work Schedule – deployed February 1st

A new query subject and query item were added to enable reporting on the work schedule(s) associated with requests submitted via the Request Processing Interconnection (RPI).

Requests folder > Request Information sub-folder

- Request Work Schedule query subject
 - [Presentation View].[Request Work Schedule].[Request Work Schedule]

Data Model Changes



Hiring Data Warehouse

Trust Determination – **deployed February 1st**

New query subjects and query items were added to enable reporting on how position sensitivity and risk will be determined for requests and vacancies.

Requests folder > Request Information sub-folder

- Request Trust Determination query subject
 - [Presentation View].[Request Trust Determination].[Request Trust Determination Process]

Vacancies folder > Vacancy Information sub-folder

- Vacancy Trust Determination query subject
 - [Presentation View].[Vacancy Trust Determination].[Vacancy Trust Determination Process]

Data Model Changes



Time to Hire

Announcement Location Label – deployed January 18th

A new query item was added to enable reporting on the labels associated with announcement locations.

Announcement Information folder

- Announcement Locations query subject
 - [Time to Hire].[Announcement Locations].[Announcement Location Label]

Data Model Changes



Applicant Flow Data Warehouse

Applications – deployed January 18th

A new query subject and query items were added to enable reporting on details related to an applicant's application to a vacancy and a summary of each applicant's responses to the demographic questions.

Application Rating Combination namespace > Application Information

- Application query subject
 - [Application Rating Combination].[Application].[Applicant Unique Identifier]
 - [Application Rating Combination].[Application].[Application Eligibility End Date]
 - [Application Rating Combination].[Application].[Application Eligibility Start Date]
 - [Application Rating Combination].[Application].[Application Expired?]
 - [Application Rating Combination].[Application].[Application Last Modified Date/Time]
 - [Application Rating Combination].[Application].[Application Last Submitted Date/Time]
 - [Application Rating Combination].[Application].[Application Re-Rated?]
 - [Application Rating Combination].[Application].[Application Status]
 - [Application Rating Combination].[Application].[Application Unique Identifier]
 - [Application Rating Combination].[Application].[Claimed Eligibilities]
 - [Application Rating Combination].[Application].[Disability Codes]
 - [Application Rating Combination].[Application].[Disability Indicator]
 - [Application Rating Combination].[Application].[Disability Omitted Indicator]
 - [Application Rating Combination].[Application].[Disability Responses]
 - [Application Rating Combination].[Application].[Eligibility Adjudications]
 - [Application Rating Combination].[Application].[Eligible Series]
 - [Application Rating Combination].[Application].[Ethnicity and Race Category]

Data Model Changes



Applicant Flow Data Warehouse

Application Rating Combination namespace > Application Information

- Application query subject (continued)
 - [Application Rating Combination].[Application].[Override?]
 - [Application Rating Combination].[Application].[Qualification Override?]
 - [Application Rating Combination].[Application].[Rating Override?]
 - [Application Rating Combination].[Application].[Record Status Code]
 - [Application Rating Combination].[Application].[Record Status Code Description]
 - [Application Rating Combination].[Application].[Sex Response]
 - [Application Rating Combination].[Application].[Targeted Disability Indicator]
 - [Application Rating Combination].[Application].[Veterans Preference Adjudicated]
 - [Application Rating Combination].[Application].[Veterans Preference Adjudicated Description]
 - [Application Rating Combination].[Application].[Veterans Preference Claimed]
 - [Application Rating Combination].[Application].[Veterans Preference Claimed Description]

Data Model Changes



Applicant Flow Data Warehouse

Application Eligibilities – deployed January 18th

A new query subject and query items were added to enable reporting on the eligibilities claimed by an applicant as well as the adjudication status of the claimed eligibilities.

Application Rating Combination namespace > Application Information

- Application Eligibility query subject
 - [Application Rating Combination].[Application Eligibilities].[Claimed Eligibility]
 - [Application Rating Combination].[Application Eligibilities].[Claimed Eligibility Label]
 - [Application Rating Combination].[Application Eligibilities].[Claimed Eligibility Type]
 - [Application Rating Combination].[Application Eligibilities].[Eligibility Adjudication]

Data Model Changes



Applicant Flow Data Warehouse

Application Locations – deployed January 18th

A new query subject and query items were added to enable reporting on the location(s) an applicant is applying to in an announcement.

Application Rating Combination namespace > Application Information

- Application Location query subject
 - [Application Rating Combination].[Application Location].[Application Location City]
 - [Application Rating Combination].[Application Location].[Application Location Country]
 - [Application Rating Combination].[Application Location].[Application Location County]
 - [Application Rating Combination].[Application Location].[Application Location Description]
 - [Application Rating Combination].[Application Location].[Application Location Code]
 - [Application Rating Combination].[Application Location].[Application Location State]
 - [Application Rating Combination].[Application Location].[Application Location State Abbreviation]

Data Model Changes



Applicant Flow Data Warehouse

Application Ratings – deployed February 1st

A new query subject and query items were added to enable reporting on application ratings by rating combination.

Application Rating Combination namespace > Application Information

- Application Rating query subject
 - [Application Rating Combination].[Application Rating].[Application Augmented Rating]
 - [Application Rating Combination].[Application Rating].[Application Display Rating]
 - [Application Rating Combination].[Application Rating].[Application Final or Display Rating]
 - [Application Rating Combination].[Application Rating].[Application Final Rating]
 - [Application Rating Combination].[Application Rating].[Application Grade]
 - [Application Rating Combination].[Application Rating].[Application Override?]
 - [Application Rating Combination].[Application Rating].[Application Qualification Override?]
 - [Application Rating Combination].[Application Rating].[Application Rating Availability Status]
 - [Application Rating Combination].[Application Rating].[Application Rating Category]
 - [Application Rating Combination].[Application Rating].[Application Rating Creation Date/Time]

Data Model Changes



Applicant Flow Data Warehouse

Application Rating Combination namespace > Application Information

- Application Rating query subject (continued)
 - [Application Rating Combination].[Application Rating].[Application Rating Last Modified Date/Time]
 - [Application Rating Combination].[Application Rating].[Application Rating Notification Message]
 - [Application Rating Combination].[Application Rating].[Application Rating Notification Message Code]
 - [Application Rating Combination].[Application Rating].[Application Rating Override?]
 - [Application Rating Combination].[Application Rating].[Application Series]
 - [Application Rating Combination].[Application Rating].[Application Series Title]
 - [Application Rating Combination].[Application Rating].[Application Specialty]

Data Model Changes



Applicant Flow Data Warehouse

Application Recruitment Sources – deployed February 1st

A new query subject and query items were added to enable reporting on the recruitment sources of applications in response to the USAJOBS item to collect information about how the applicant heard about the job.

Application Rating Combination namespace > Application Information

- Application Recruitment Source query subject
 - [Application Rating Combination].[Application Recruitment Source].[Recruitment Source Comment]
 - [Application Rating Combination].[Application Recruitment Source].[Recruitment Source Item]
 - [Application Rating Combination].[Application Recruitment Source].[Recruitment Source Response]

Data Model Changes



Applicant Flow Data Warehouse

Application Metric Dates – deployed February 1st

A new query subject and query items were added to enable reporting on the various date types associated with the date on which applications were last submitted.

Application Rating Combination namespace > Application Metrics

- Application Metric Date query subject
 - [Application Rating Combination].[Application Metric Date].[Application Calendar Month]
 - [Application Rating Combination].[Application Metric Date].[Application Calendar Month Number]
 - [Application Rating Combination].[Application Metric Date].[Application Calendar Year]
 - [Application Rating Combination].[Application Metric Date].[Application Fiscal Month]
 - [Application Rating Combination].[Application Metric Date].[Application Fiscal Quarter]
 - [Application Rating Combination].[Application Metric Date].[Application Fiscal Year]

API Updates



USA Staffing Data APIs

Applications API – deployed February 1st

The Applications API was updated to allow users to return a filtered list of records using startDate and endDate based on dwLastModifiedDateTime. This update represents a pilot effort to evaluate the impact of this capability on performance of the API. If impact is minimal, this capability will be added to the other APIs.

Application Documents – deployed January 18th

The Applications API was updated to include a new link to Application Documents, which are the documents submitted by applications to a vacancy. The data includes information such as the document name, received date/time, a flag to indicate if the document is required, the source of the document (e.g., human resources, applicant), the type of document, a unique identifier, and flags to indicate if the document is visible to the hiring manager or in the new hire record if the application is selected.



USA Staffing Data APIs

Request Trust Determination – deployed January 18th

The Request API was updated to include a new link to Request Trust Determination Process, which is the method used to indicate how the position sensitivity and risk will be determined (e.g., credentialing, suitability/fitness, national security).

Review Documents – deployed January 18th

The Reviews API was updated to include a new link to Review Documents, which are the documents associated with a review. The data includes information such as the unique identifier for the document, the document name, document submission date/time, and the name of the user that submitted the document.

Vacancy Flags – deployed January 18th

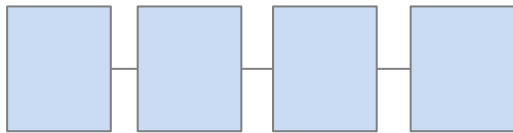
The Vacancy Flags endpoint of the Vacancies API was updated to include USAJOBS Application Total Flag, which indicates if the applicant total will appear on an applicant's USAJOBS dashboard for closed announcements. The applicant total is calculated based on the number of applicants clicking the Continue to Agency button on the USAJOBS site.

Cognos Tip

Joins

What is a Join?

A join **defines the relationship** between two queries that contain **information from different tables** and enable data to be **combined into one dataset**.



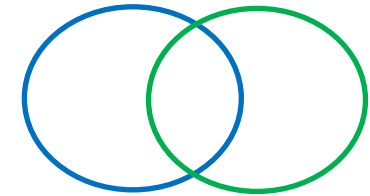
Tables

In a relational database, data items are organized in distinct tables



Keys

Keys are unique data items that can be used to connect tables to retrieve common data items



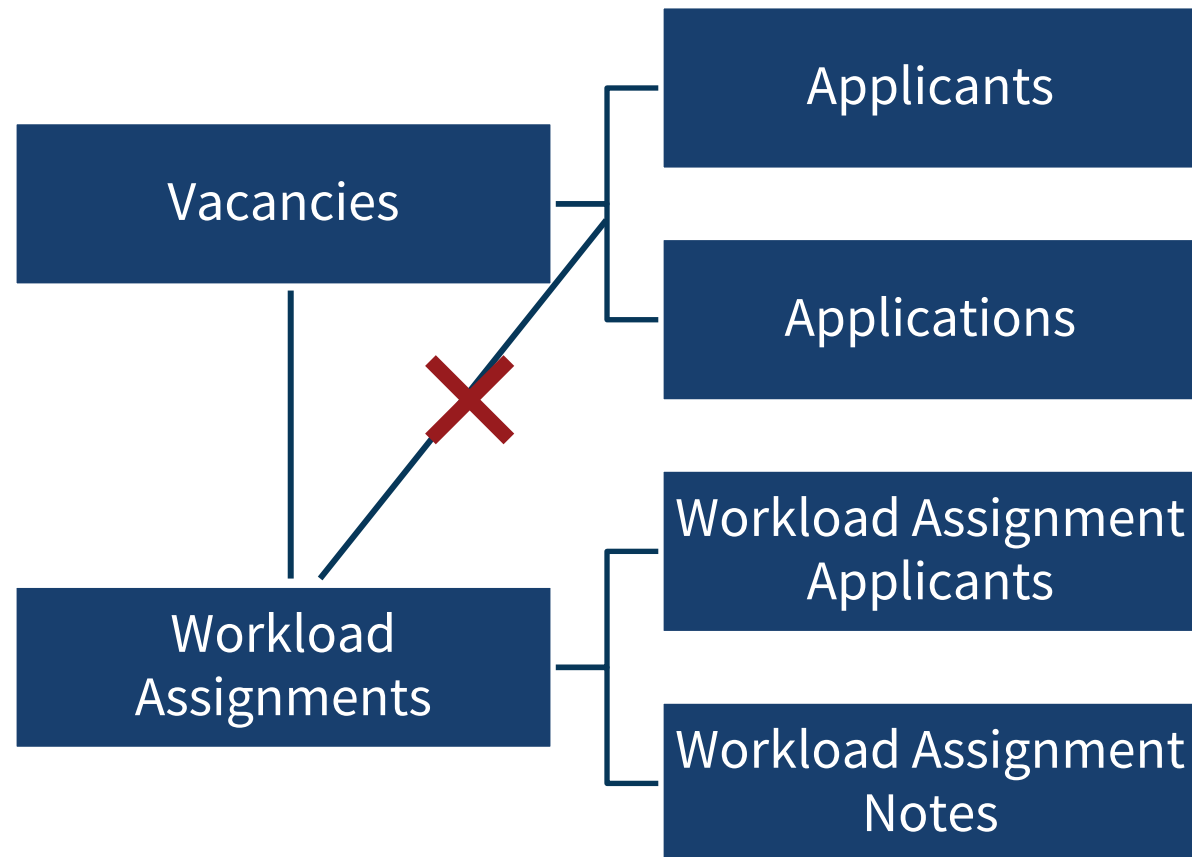
Joins

Statements used to combine data from different tables into one consolidated dataset

USA Staffing data warehouses were designed to minimize the need for using joins, however there are scenarios where a join is necessary. Refer to the HDW Data Relationships Job Aid for examples.

Example Join

One example of when a join is required when using the Hiring Data Warehouse is when data from the **Applicant and/or Application areas** and data from the **Workload Assignments area** is required in the same report.



The Applicant and Application areas provide data about all applicants and applications

The Workload Assignments area is designed to only provide data about applicants and applications on workload assignments.

Example Join

- ✓ Hiring Data Warehouse
 - ✓ Presentation View
 - > Announcements
 - ✓ Applicants
 - > Applicant Information
 - > Applicant List Information
 - > Panel Review Information
 - ✓ Workload Assignments
 - > Workload Assignment
 - ✓ Workload Assignment Applicants
 - abc Workload Assignment Applicant Name
 - abc Workload Assignment Applicant Review Status
 - abc Workload Assignment Application Number
 - > Workload Assignment Notes
 - ✓ Applications
 - > Announcement Questionnaire
 - ✓ Application Information
 - > Application
 - > Application Documents
 - > Application Eligibilities
 - > Application Locations
 - > Application Notes
 - > Application Notifications
 - > Application Ratings
 - > Recruitment Sources

The Workload Assignment area includes a query subject to provide the name and application number of applicants and applications on workload assignments.

Workload Assignment Application Number



Application Number

When additional data is needed about applicants and/or applications, a join is needed to pull in that data from the Applicants and/or Applications areas.

Steps to Create a Join

Create a query with data from the Workload Assignments area.

The screenshot displays a software interface for creating a query. The top navigation bar shows 'Report > Queries' and a tab labeled 'Qry_WorkloadAssignments'. The left pane, titled 'Insertable objects', contains a tree view under 'Hiring Data Warehouse' with folders for 'Announcements', 'Applicants', and 'Workload Assignments'. The 'Workload Assignments' folder is expanded, showing a list of fields including 'Total Applicants Assigned', 'Total Applicants Reviewed', 'Workload Assignment Completion Status', 'Workload Assignment Creation Date/Time', 'Workload Assignment Due Date', 'Workload Assignment ID', 'Workload Assignment Name', 'Workload Assignment Owner', 'Workload Assignment Applicants', 'Workload Assignment Applicant Name', 'Workload Assignment Applicant Review Status', and 'Workload Assignment Application Number'. The 'Workload Assignment Applicant Review Status' field is highlighted. The right pane, titled 'Data Items', lists the same fields, with 'Workload Assignment Applicant Review Status' also highlighted. Red arrows point from the 'Qry_WorkloadAssignments' tab to the 'Workload Assignments' folder and from the 'Workload Assignment Applicant Review Status' field in the left pane to the same field in the right pane.

Steps to Create a Join

Create a query with data from the Applicants and/or Applications areas.

The screenshot displays a software interface for creating a query. The breadcrumb trail at the top indicates the current location: **Report > Queries > Qry_Applications**. The **Qry_Applications** tab is highlighted with a red box. Below the breadcrumb, the **Insertable objects** section shows a tree structure. The **Applications** folder is expanded and highlighted with a red box. Within this folder, the **Application** sub-folder is also expanded. The **Data Items** list on the right side of the interface shows the following items: **Application Number**, **Record Status Code**, **Veterans Preference Claimed**, and **Veterans Preference Adjudicated**. The **Veterans Preference Adjudicated** item is highlighted with a red box. Red arrows point from the **Qry_Applications** tab to the **Applications** folder, and from the **Applications** folder to the **Veterans Preference Adjudicated** data item.

Insertable objects

Find

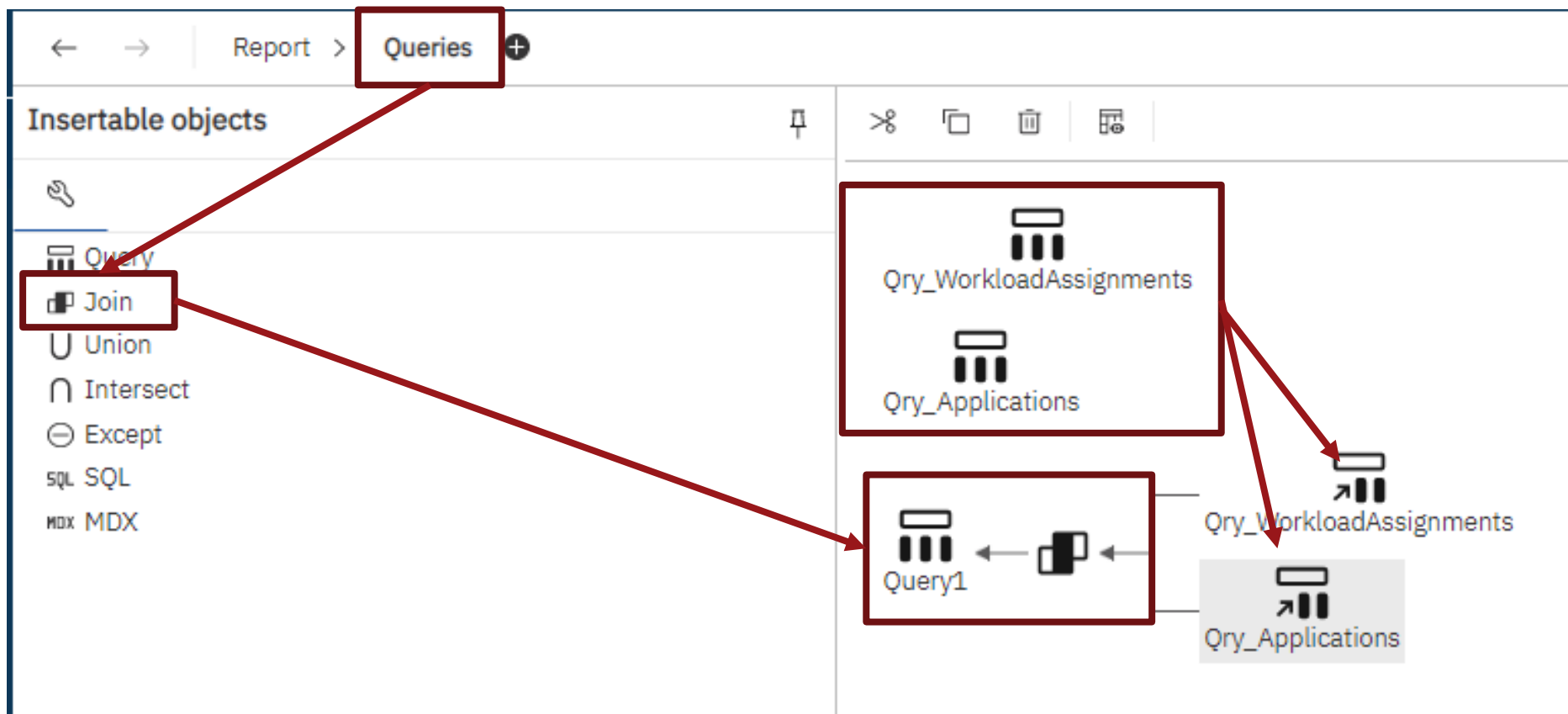
- Hiring Data Warehouse
 - Presentation View
 - Announcements
 - Applicants
 - Applicant Information
 - Applicant List Information
 - Panel Review Information
 - Workload Assignment
 - Applications
 - Announcement Questionnaire
 - Application Information
 - Application
 - Application Eligibility End Date
 - Application Eligibility Start Date
 - Application Expired?
 - Application External Assessment End Date
 - Application External Assessment Start Date
 - Application Last Modified Date/Time
 - Application Last Submitted Date/Time
 - Application Number
 - Application Status
 - Conflict Resolved?
 - Conflict?
 - Lowest Acceptable Grade
 - Marked for Follow-Up?
 - Record Status Code
 - Record Status Code Description
 - USA Hire Completion Date/Time
 - Veterans Document Submission Date
 - Veterans Preference Adjudicated
 - Veterans Preference Adjudicated Description
 - Veterans Preference Claimed
 - Veterans Preference Claimed Description

Data Items

- Application Number
- Record Status Code
- Veterans Preference Claimed
- Veterans Preference Adjudicated

Steps to Create a Join

Add a join to the list of queries and designate the source queries.



Steps to Create a Join

Join the two queries using a common identifier and identifying the nature of the relationship between the two queries. The nature of the relationship is typically based on business rules for USA Staffing but can also be based on the reporting need.

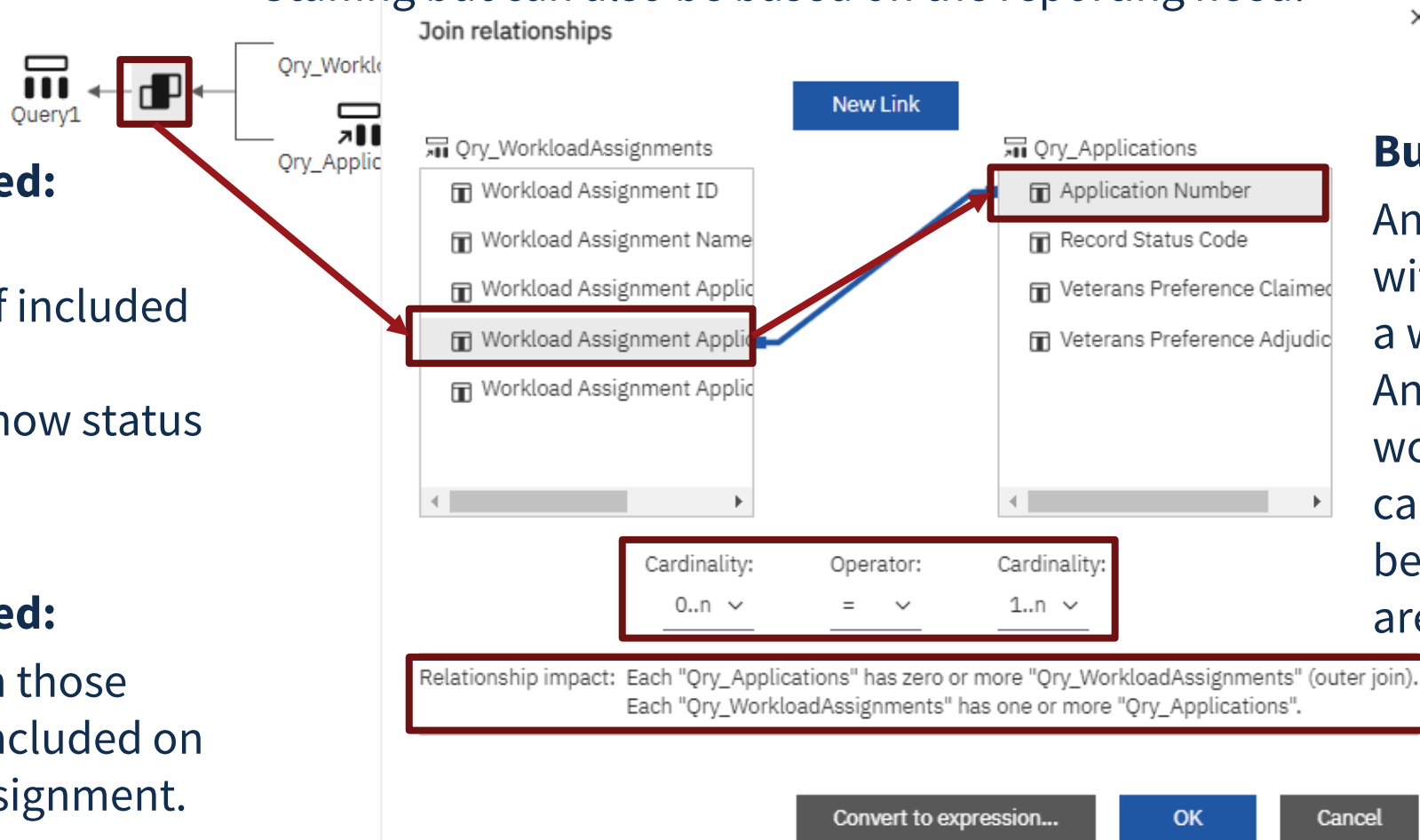
Reporting Need:

Report on all applications; if included on a workload assignment, show status of the review.

OR

Reporting Need:

Report only on those applications included on a workload assignment.



Business Rule:

An application can exist without being included in a workload assignment. An application on a workload assignment cannot exist without being in the Applications area.

Steps to Create a Join

Add data items to the joined query, being sure to ONLY include query items from the source queries. Data items should not be added to the joined query directly from the data warehouse.

The screenshot displays a software interface for creating a join. The breadcrumb navigation at the top shows 'Report > Queries > Qry_Join', with 'Qry_Join' highlighted by a red box. Below this, the 'Insertable objects' pane on the left shows a tree structure. The 'Join' node is expanded, revealing two sub-queries: 'Qry_WorkloadAssignments' and 'Qry_Applications'. The 'Qry_WorkloadAssignments' sub-tree is further expanded, showing five data items: 'Workload Assignment ID', 'Workload Assignment Name', 'Workload Assignment Applicant Name', 'Workload Assignment Application Number', and 'Workload Assignment Applicant Review Status'. The 'Qry_Applications' sub-tree is also expanded, showing four data items: 'Application Number', 'Record Status Code', 'Veterans Preference Claimed', and 'Veterans Preference Adjudicated'. A red arrow points from the 'Qry_Join' breadcrumb to the 'Join' node. Another red arrow points from the 'Workload Assignment Applicant Review Status' item in the 'Qry_WorkloadAssignments' sub-tree to the 'Workload Assignment Applicant Review Status' item in the 'Data Items' list on the right. The 'Data Items' list on the right contains ten items: 'Workload Assignment ID', 'Workload Assignment Name', 'Workload Assignment Applicant Name', 'Workload Assignment Application Number', 'Workload Assignment Applicant Review Status', 'Application Number', 'Record Status Code', 'Veterans Preference Claimed', and 'Veterans Preference Adjudicated'.

Steps to Create a Join

Add a list or visualization to the report and designate the joined query as the data source. Then add the required data items to the list or visualization.

The screenshot illustrates the process of creating a join in a report builder. The interface includes a left sidebar with a tree view of data sources, a central pane for 'Insertable objects', and a right pane for a data table.

Left Sidebar (Tree View):

- Hiring Data Warehouse
 - Presentation View
 - Announcements
 - Applicants
 - Applicant Information
 - Applicant List Information
 - Panel Review Information
 - Workload Assignments
 - Applications
 - Announcement Questionnaire
 - Application Information
 - Application
 - Application Eligibility End Date
 - Application Eligibility Start Date
 - Application Expired?
 - Application External Assessment End Date
 - Application External Assessment Start Date
 - Application Last Modified Date/Time
 - Application Last Submitted Date/Time
 - Application Number
 - Application Status
 - Conflict Resolved?
 - Conflict?

Central Pane (Insertable objects):

- Qry_WorkloadAssignments
- Qry_Join
 - Workload Assignment ID
 - Workload Assignment Name
 - Workload Assignment Applicant Name
 - Workload Assignment Application Number
 - Workload Assignment Applicant Review Status
 - Application Number
 - Record Status Code
 - Veterans Preference Claimed
 - Veterans Preference Adjudicated

Right Pane (Data Table):

Application Number	Record Status Code	Veterans Preference Claimed	Veterans Preference Adjudicated	Workload Assignment ID	Workload Assignment Name	Workload Assignment Applicant Name	Workload Assignment Application Number	Workload Assignment Applicant Review Status
<Application Number>	<Record Status Code>	<Veterans Preference Claimed>	<Veterans Preference Adjudicated>	<Workload Assignment ID>	<Workload Assignment Name>	<Workload Assignment Applicant Name>	<Workload Assignment Application Number>	<Workload Assignment Applicant Review Status>
<Application Number>	<Record Status Code>	<Veterans Preference Claimed>	<Veterans Preference Adjudicated>	<Workload Assignment ID>	<Workload Assignment Name>	<Workload Assignment Applicant Name>	<Workload Assignment Application Number>	<Workload Assignment Applicant Review Status>
<Application Number>	<Record Status Code>	<Veterans Preference Claimed>	<Veterans Preference Adjudicated>	<Workload Assignment ID>	<Workload Assignment Name>	<Workload Assignment Applicant Name>	<Workload Assignment Application Number>	<Workload Assignment Applicant Review Status>

Object and query name dialog:

Name: List1

Query Name: Qry1

Qry_WorkloadAssignments

Qry_Applications

Qry_Join

Query1

Steps to Create a Join

Application Number	Record Status Code	Veterans Preference Claimed	Veterans Preference Adjudicated	Workload Assignment ID	Workload Assignment Name	Workload Assignment Applicant Name	Workload Assignment Application Number	Workload Assignment Applicant Review Status
A1459-DZJO	AA	NV	NA					
A145T-Y6I5	HH	NV	NP					
A1462-6CFB	PI		CPS					
A1462-6KJP	IN	XP	NA					
A1466-CYXM	AA	NV	NA					
A146I-ECR1	HH	CP	CP					
A146P-Y5WJ	AA	NV	NA					
A146U-EBGG	AA		NA	49	Liz's demo assignment	Johnson, Dave	A146U-EBGG	Incomplete
A146U-EBGG	AA		NA	60	Stacy's Review	Johnson, Dave	A146U-EBGG	Complete
A146U-EBGG	AA		NA	45	Test for page number	Johnson, Dave	A146U-EBGG	Incomplete
A146Y-U151	AA	CP	TP					
A1472-8411	AA	NV	NA					
A1477-2642	AA	NV	NA					
A1479-DP81	AC	NV	NA					
A147D-9T4J	IN		NA					
A147H-8I15	AA	CP	CP					
A148M-M6EP	HH	NP	NA					
A148Q-2G64	AC	NV	NA					
A1495-IVQP	AA	NV	NA					
A149M-DM3X	HH	CPS	CPS					

Open Demonstration and Q&A

USA Staffing Reporting Upcoming Events and Releases

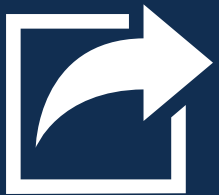
February 2	Advanced Author Forum
February 14	Reporting and Analytics Workgroup
February 22 - 23	Cognos Report Author Training
March 2	Advanced Author Forum
March 7	Cognos Report Consumer Training

February 1	Reporting Production
February 8	Reporting Stage
February 15	Reporting Production
February 22	Reporting Stage
March 1	Reporting Production
March 8	Reporting Stage
March 15	Reporting Production
March 22	Reporting Stage
March 29	Reporting Production

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



Events



Releases

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