



USA Staffing

USA Staffing Reporting & Analytics

Reporting and Analytics Workgroup Meeting

April 28, 2020

Created by the OPM Federal Staffing Center

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Agenda

- **Program Updates**
 - Cognos Performance Metrics
 - Foresee Survey
 - Business Intelligence (BI) Tool Evaluation Update
- **Modifications to Reports and Data Models**
 - Reports
 - Data Models
- **Cognos Tip**
 - Using Vacancy and Certificate Counts
- **Open Demo and Q&A**

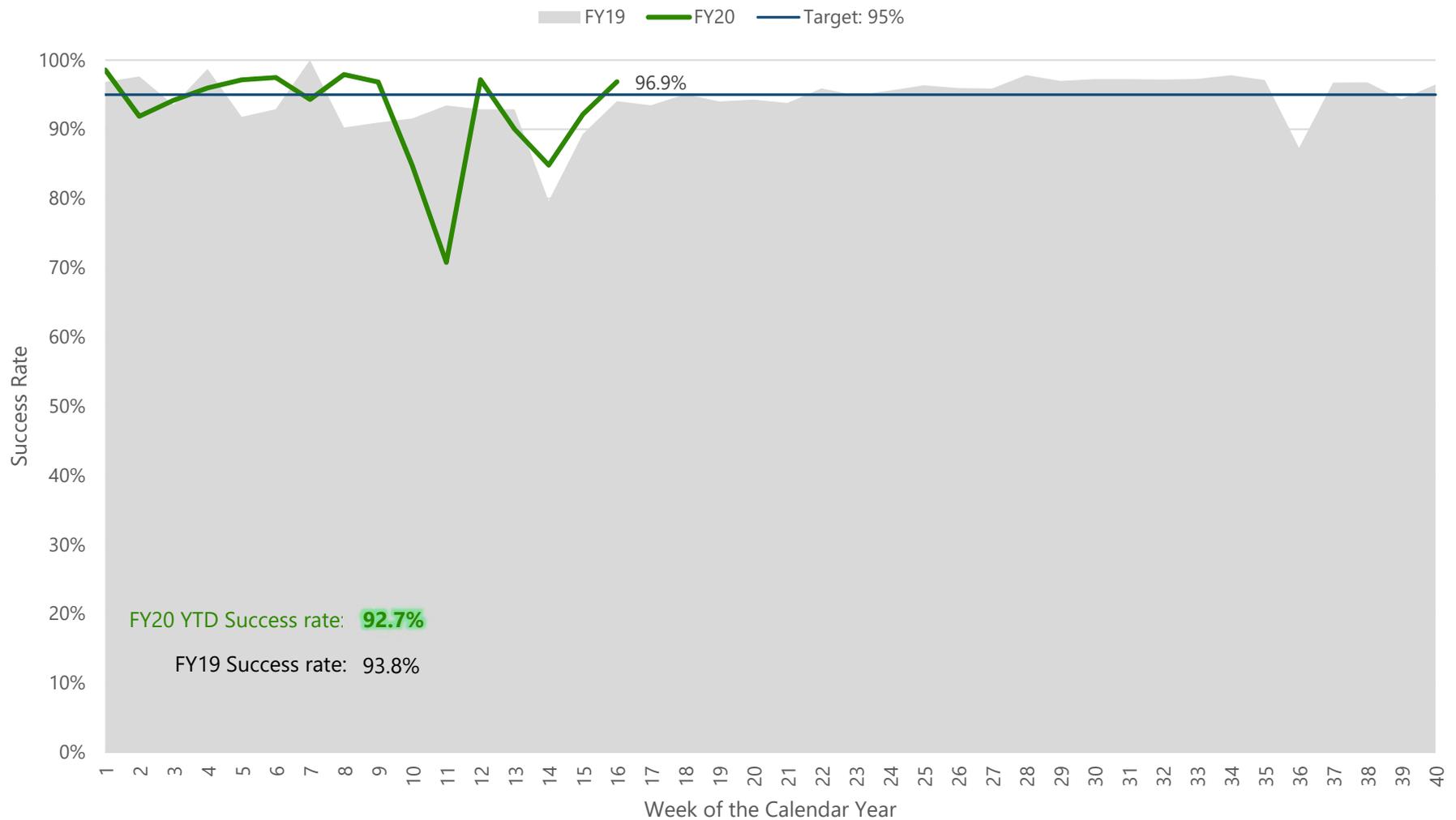


Cognos Performance Metrics



Report Run Success Rate

Goal: Cognos Report Success Rate \geq 95%

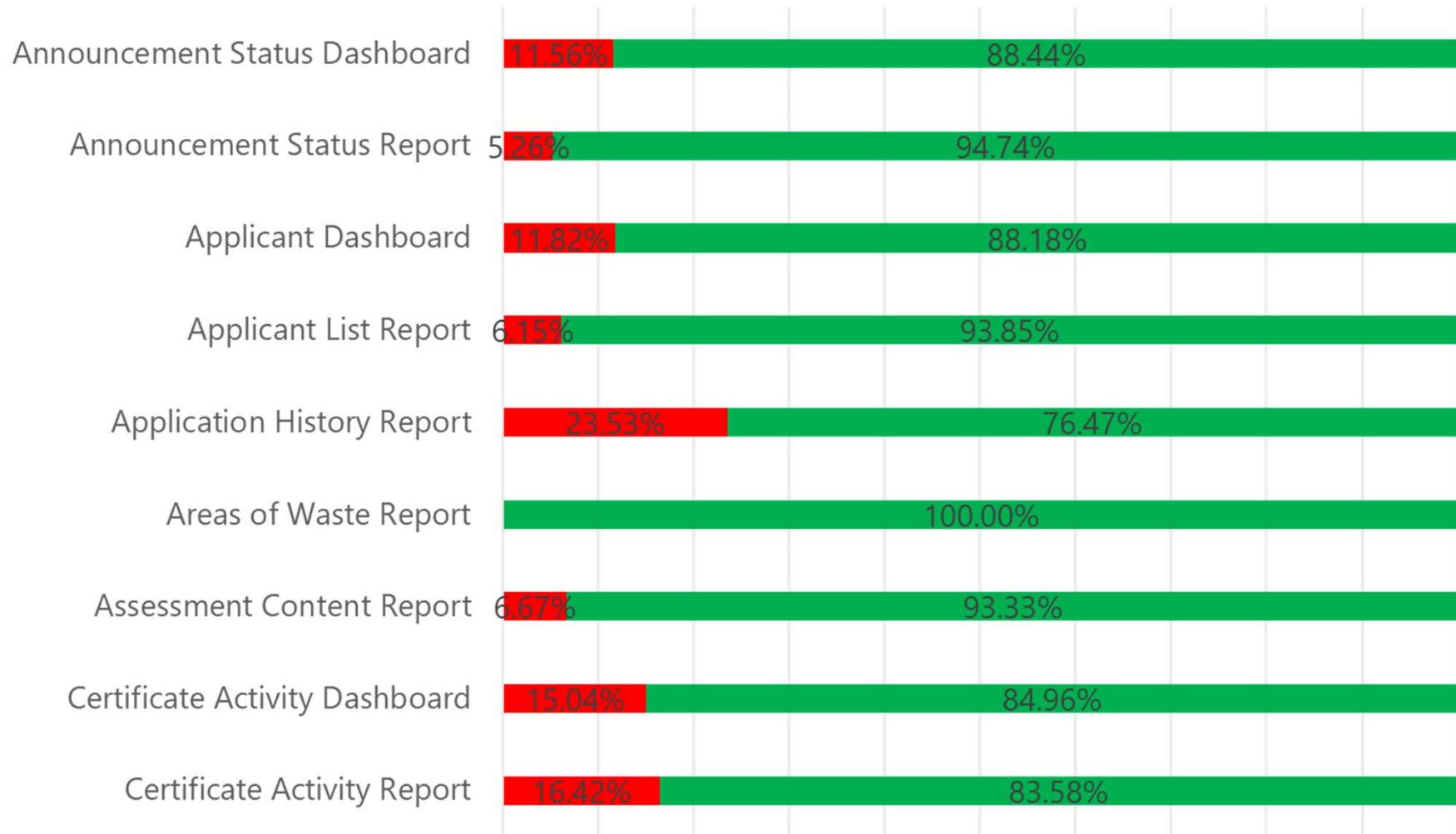




Overall Success HDW Report Performance

Rate = **92.1%**

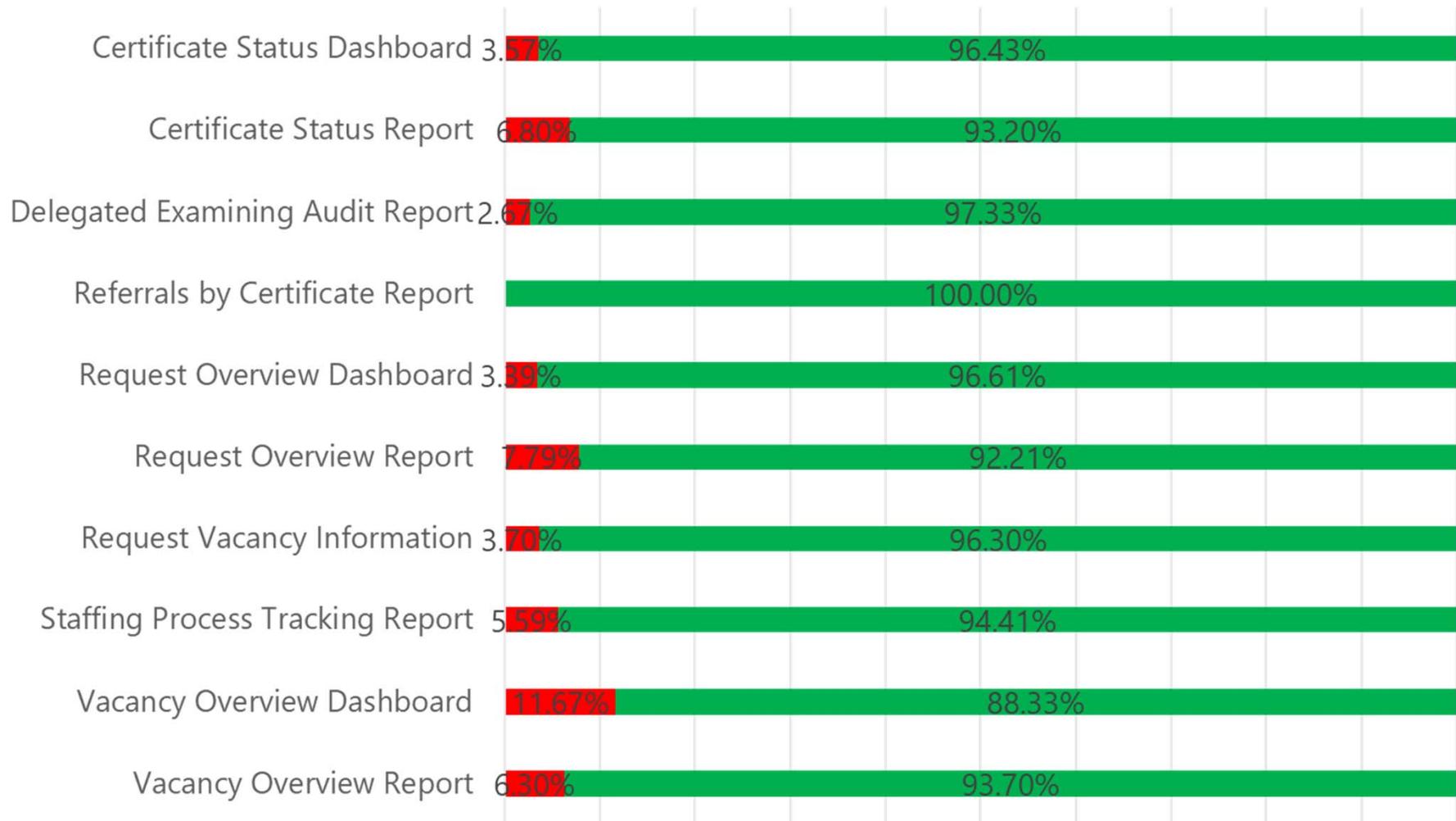
Report Success Rate





HDW Report Performance

Report Success Rate



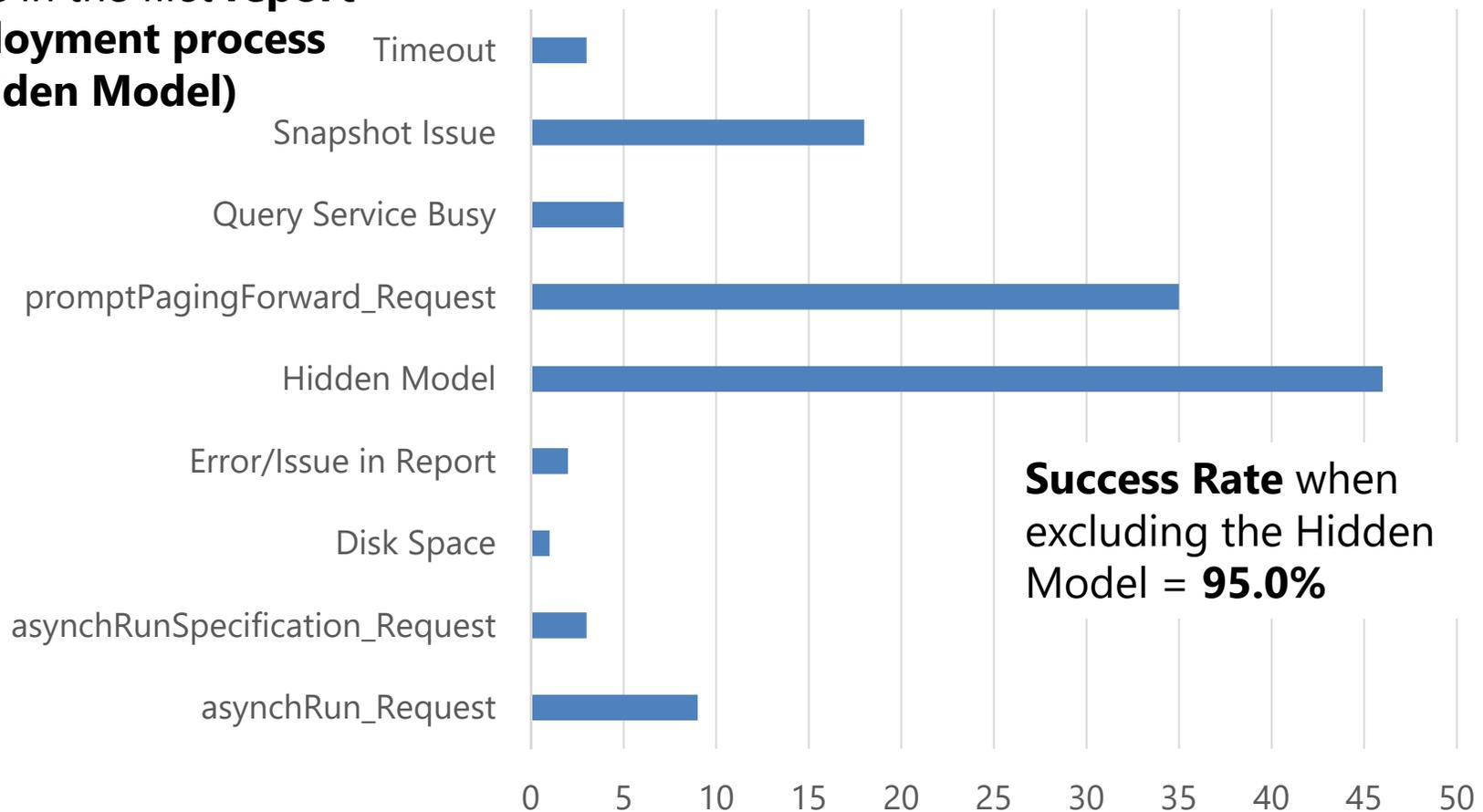


HDW Report Performance

37.7% of errors occurred due to an issue in the first **report deployment process (Hidden Model)**

Report Error Analysis

Errors by Category



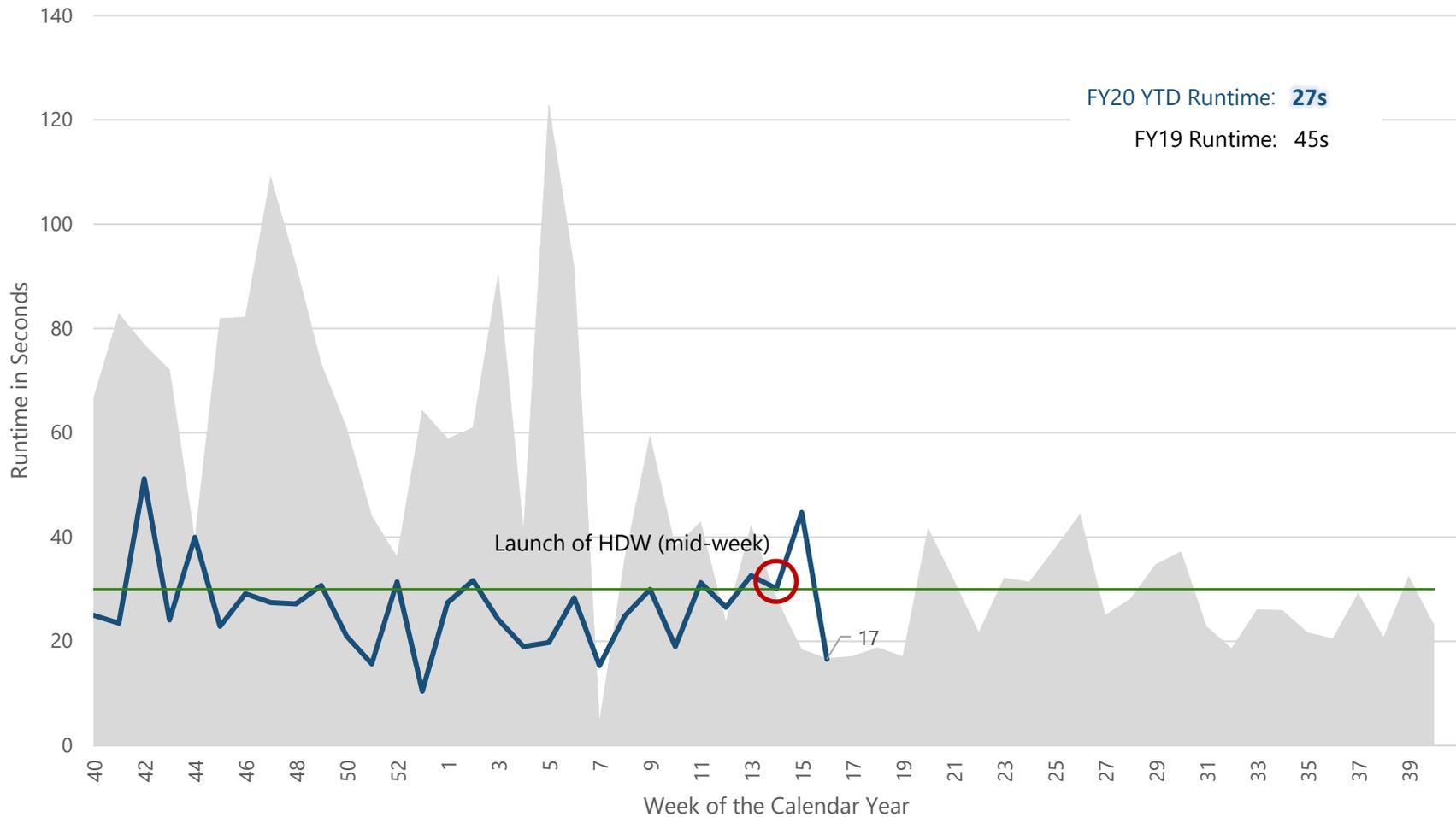
Success Rate when excluding the Hidden Model = **95.0%**



Report Runtime

Goal: Cognos Report Runtime <1 min

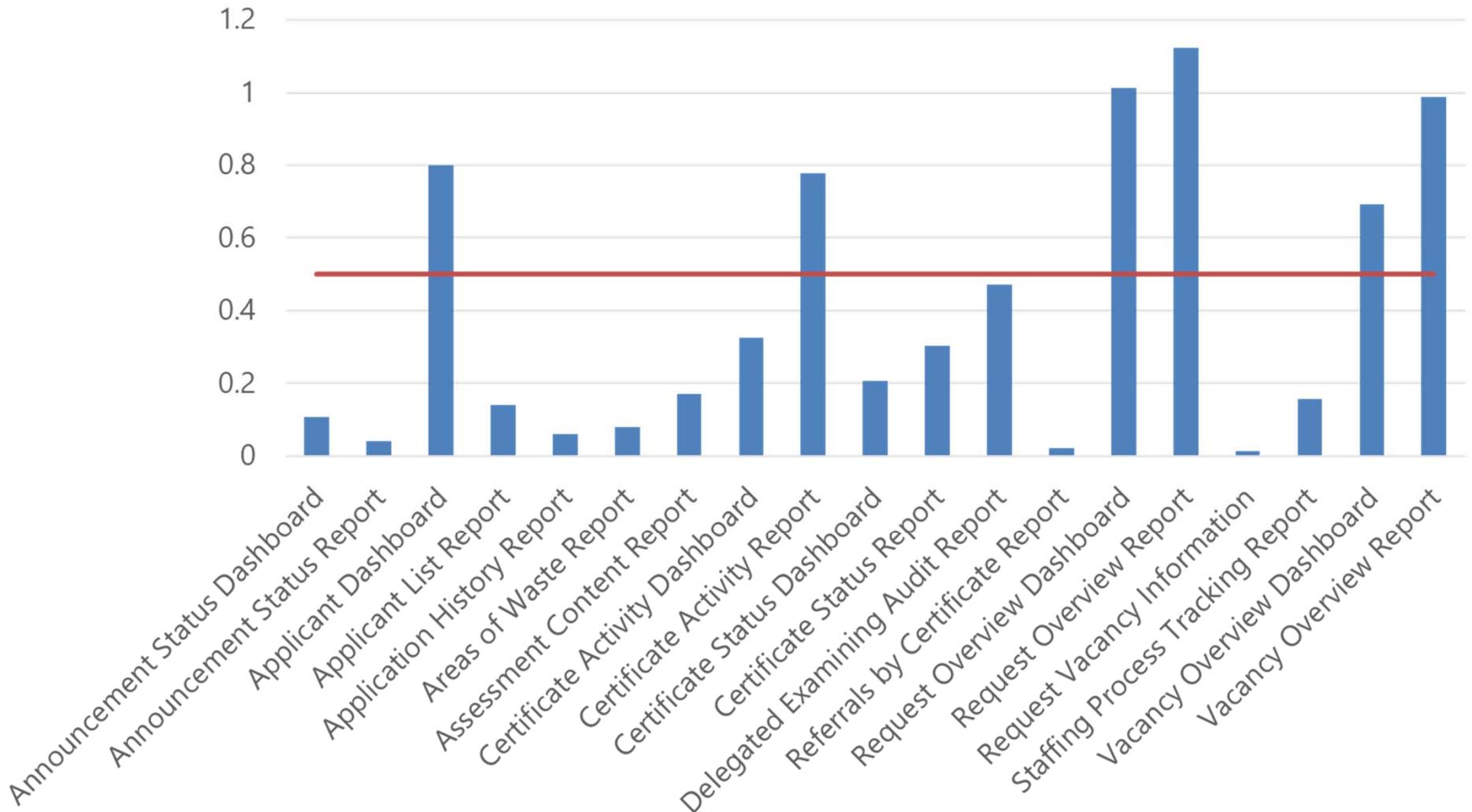
FY 2019 FY 2020 Target: 30s





HDW Report Performance

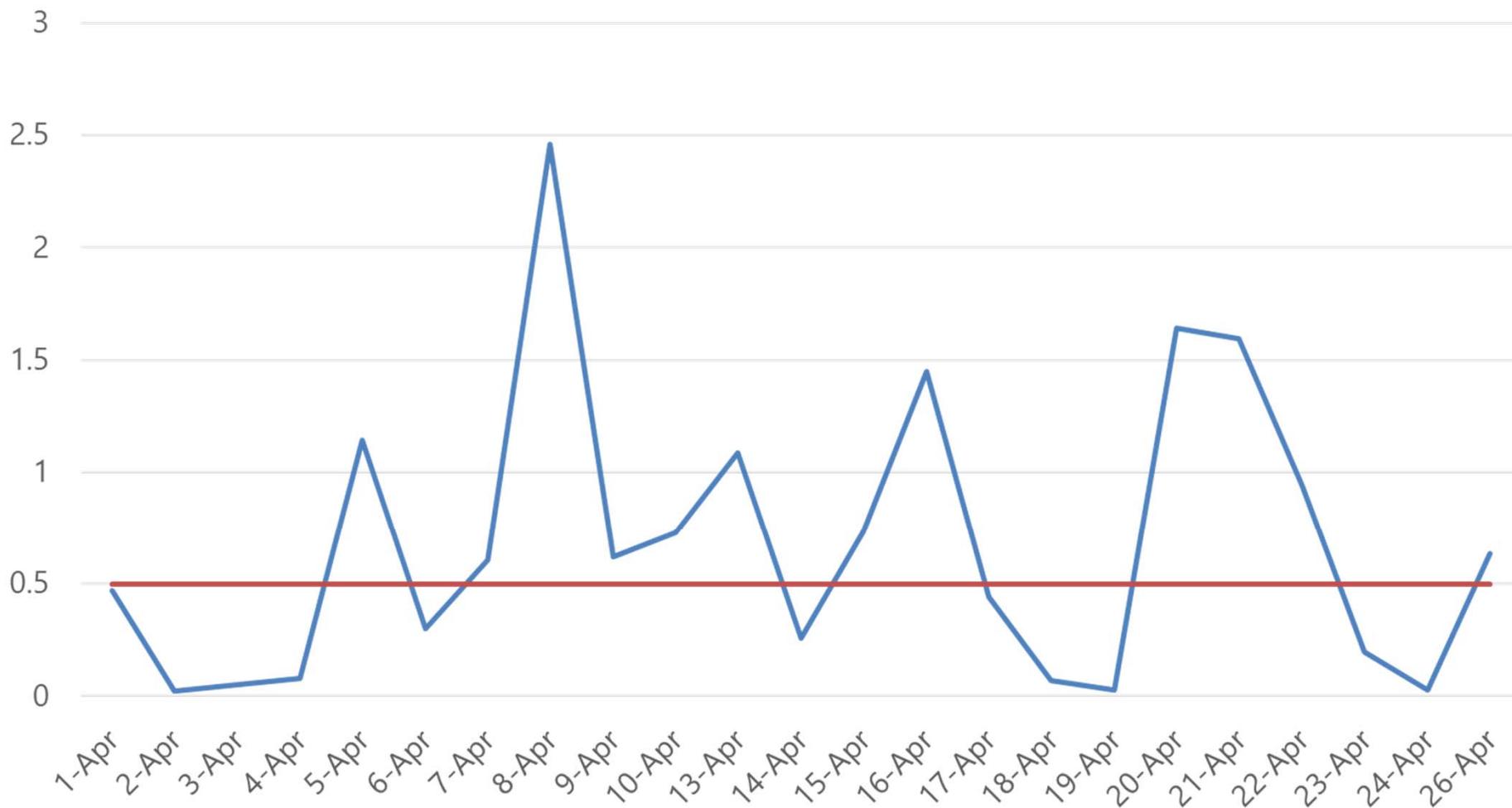
Average Runtime (Minutes)





HDW Report Performance

Average Runtime (Minutes) by Day





Foresee Survey



A new **survey** is available in Cognos to **collect feedback** on your experience and **measure the effectiveness** of the interface.

What is your overall level of satisfaction with Cognos reporting today?



What types of reports did you use today? (Select all that apply)

<input type="checkbox"/> Standard reports
<input type="checkbox"/> Custom reports developed by the USA Staffing Program Office
<input type="checkbox"/> Custom reports developed by someone in my organization or office
<input type="checkbox"/> Custom reports that I developed

Additional comments?

<input type="radio"/> a. General Feedback
<input type="radio"/> b. Technical Issue
<input type="radio"/> c. Compliment
<input type="radio"/> d. Suggestion for Improvement

We need and value your feedback!



BI Tool Evaluation

Contracting action to replace Cognos for USA Staffing and provide access to a standard BI tool to USAJOBS, USA Performance, and other Macon systems

Oct-Nov

Market research

Initial demos by top BI tools with follow-up technical discussions to inform the development of formal requirements. Tools: PowerBI, Tableau, Qlik, MicroStrategy, Looker, SiSense, ThoughtSpot

Dec-Jan

Formalize Requirements

Finalize requirements for a formal request for proposals from the market

May

Request for Proposals

Receive responses to the RFP

June-July

Technical Evaluation

Install high-performing tools in our data infrastructure and conduct rigorous performance and functional testing

Early FY2021

Begin Transition

Work with agencies to begin moving reporting from Cognos to the new tool (Cognos running concurrently)

Late FY2021

Complete Transition

Complete the transition to a new tool and decommission Cognos



Modifications to Reports and Data Models

Sprint 37 deployed to Production on April 15th
Sprint 38 will be deployed to Production on April 29th



Reports

New/Modified Reports

Areas of Waste Report – will be deployed April 29th

The report was created. The report provides tabular data to identify potential waste from cancelled vacancies and certificates, unreleased vacancies, and certificates without selections..

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

Assessment Content Report – will be deployed April 29th

The report was created. The report provides information about the content of an assessment package, including assessments, competency data, and item information.

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



Reports

New/Modified Reports

Delegated Examining Audit Report – deployed April 15th

The report was created. The report provides tabular data displaying Delegated Examining Unit activity, including selected applications when applicable.

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

New Hire Detail Report (COVID-19) – deployed April 15th

The report was created. The report displays a list of new hires by organization, office, and/or customer, specifically for new hires from vacancies tagged with the COVID-19 Mission Critical Occupation tag.

Team Content > USA Staffing Packages and Folders > Staffing Reports > Staffing > Other



Reports

New/Modified Reports

Referrals by Certificate Report – deployed April 15th

The report was created. The report provides tabular data displaying details about one or more certificates, to include details about referred applications.

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

Request, Vacancy, Announcement, Certificate Log (COVID-19) – deployed April 15th

The report was created. The report displays request, vacancy, announcement, and certificate numbers as well as milestone dates in the staffing process for vacancies tagged with the COVID-19 Mission Critical Occupation tag.

Team Content > USA Staffing Packages and Folders > Staffing Reports > Staffing > Other



Hiring Data Warehouse

Data Model Changes

Application Eligibilities – will be deployed April 29th

A new query subject and associated query items was created to enable reporting on details related to an applicant's claimed and adjudicated eligibilities.

- [Presentation View].[Application Eligibilities].[Adjudicated Eligibility]
- [Presentation View].[Application Eligibilities].[Claimed Eligibility]
- [Presentation View].[Application Eligibilities].[Claimed Eligibility Label]
- [Presentation View].[Application Eligibilities].[Claimed Eligibility Type]



Hiring Data Warehouse

Data Model Changes

Application Ratings – will be deployed April 29th

A new query subject and associated query items was created to enable reporting on details related to the ratings an applicant received for each rating combination for a vacancy.

- [Presentation View].[Application Ratings].[Application Augmented Rating]
- [Presentation View].[Application Ratings].[Application Display Rating]
- [Presentation View].[Application Ratings].[Application Final or Display Rating]
- [Presentation View].[Application Ratings].[Application Final Rating]
- [Presentation View].[Application Ratings].[Application Grade]
- [Presentation View].[Application Ratings].[Application Rating Availability Status]
- [Presentation View].[Application Ratings].[Application Rating Category]
- [Presentation View].[Application Ratings].[Application Rating Creation Date/Time]
- [Presentation View].[Application Ratings].[Application Rating Last Modified Date/Time]
- [Presentation View].[Application Ratings].[Application Rating Notification Message]
- [Presentation View].[Application Ratings].[Application Rating Notification Message Code]
- [Presentation View].[Application Ratings].[Application Rating Overridden?]
- [Presentation View].[Application Ratings].[Application Series]
- [Presentation View].[Application Ratings].[Application Series Title]
- [Presentation View].[Application Ratings].[Application Specialty]



Hiring Data Warehouse

Data Model Changes

Assessment – deployed April 15th

A new query subject and associated query items was created to enable reporting on details related to an assessment associated with a vacancy.

- [Presentation View].[Assessment].[ACWA Assessment?]
- [Presentation View].[Assessment].[Assessment Close Date]
- [Presentation View].[Assessment].[Assessment Creation Date]
- [Presentation View].[Assessment].[Assessment ID]
- [Presentation View].[Assessment].[Assessment Name]
- [Presentation View].[Assessment].[Assessment Number of Competencies Rated]
- [Presentation View].[Assessment].[Assessment Open Date]
- [Presentation View].[Assessment].[Assessment Owner]
- [Presentation View].[Assessment].[Assessment Rating Method]
- [Presentation View].[Assessment].[Assessment Scoring Method]
- [Presentation View].[Assessment].[Assessment Type]
- [Presentation View].[Assessment].[Assessment Uses Equal Weighting?]
- [Presentation View].[Assessment].[Contains Rating?]
- [Presentation View].[Assessment].[Contains Screen-Out?]



Hiring Data Warehouse

Data Model Changes

Assessment Competencies – deployed April 15th

A new query subject and associated query items was created to enable reporting on the competencies evaluated on an assessment.

- [Presentation View].[Assessment Competencies].[Assessment Competency Definition]
- [Presentation View].[Assessment Competencies].[Assessment Competency ID]
- [Presentation View].[Assessment Competencies].[Assessment Competency Source]
- [Presentation View].[Assessment Competencies].[Assessment Competency Title]
- [Presentation View].[Assessment Competencies].[Assessment Competency Type]

Assessment Competency Rating Combinations – deployed April 15th

A new query subject and associated query items was created to enable reporting on the pay plan, series, and grade(s) that each competency applies to when scoring an assessment.

- [Presentation View].[Assessment Competency Rating Combination].[Assessment Competency Rating Combination]
- [Presentation View].[Assessment Competency Rating Combination].[Competency Is Rated?]
- [Presentation View].[Assessment Competency Rating Combination].[Competency Proportional Weight]
- [Presentation View].[Assessment Competency Rating Combination].[Number of Rated Items]



Hiring Data Warehouse

Data Model Changes

Assessment Items – deployed April 15th

A new query subject and associated query items was created to enable reporting on the items included on an assessment.

- [Presentation View].[Assessment Items].[Assessment Item ID]
- [Presentation View].[Assessment Items].[Assessment Item Number]
- [Presentation View].[Assessment Items].[Assessment Item Rating Scale]
- [Presentation View].[Assessment Items].[Assessment Item Required?]
- [Presentation View].[Assessment Items].[Assessment Item Response Type]
- [Presentation View].[Assessment Items].[Assessment Item Text]
- [Presentation View].[Assessment Items].[Assessment Item Used for Screen-Out?]
- [Presentation View].[Assessment Items].[Linked Competency]

Assessment Responses – deployed April 15th

A new query subject and associated query items was created to enable reporting on the response options associated with each item on an assessment.

- [Presentation View].[Assessment Responses].[Assessment Response Base Value]
- [Presentation View].[Assessment Responses].[Assessment Response Option]
- [Presentation View].[Assessment Responses].[Assessment Response Text]



Hiring Data Warehouse

Data Model Changes

Assessment Package – deployed April 15th

A new query subject and associated query items was created to enable reporting on the details related to an assessment package.

- [Presentation View].[Assessment Package].[Assessment Package Complete?]
- [Presentation View].[Assessment Package].[Assessment Package ID]
- [Presentation View].[Assessment Package].[Assessment Package Is Template?]
- [Presentation View].[Assessment Package].[Assessment Package Last Modified Date/Time]
- [Presentation View].[Assessment Package].[Assessment Package Source Owning Office]
- [Presentation View].[Assessment Package].[Assessment Package Source Template Name]
- [Presentation View].[Assessment Package].[Assessment Package Status]
- [Presentation View].[Assessment Package].[Assessment Not Required?]



Hiring Data Warehouse

Data Model Changes

Assessment Package Rating Combinations – deployed April 15th

A new query subject and associated query items was created to enable reporting on the pay plan, series, and grade(s) an assessment package applies to when evaluating applicants.

- [Presentation View].[Assessment Package Rating Combinations].[Assessment Package Category Assignment Based on Augmented Ratings?]
- [Presentation View].[Assessment Package Rating Combinations].[Assessment Package Category Based on GS-9+ Professional/Scientific Rules?]
- [Presentation View].[Assessment Package Rating Combinations].[Assessment Package Grade]
- [Presentation View].[Assessment Package Rating Combinations].[Assessment Package Rating Combination]
- [Presentation View].[Assessment Package Rating Combinations].[Assessment Package Rating Combination Used?]
- [Presentation View].[Assessment Package Rating Combinations].[Assessment Package Series]
- [Presentation View].[Assessment Package Rating Combinations].[Assessment Package Specialty]



Staffing Administration

Data Model Changes

Evaluation Factors – will be deployed April 29th

A new query subject and associated query items was created to enable reporting on the classification standard factors and functional guide factors used to evaluate a position.

- [Position Description Library].[Evaluation Factors].[Evaluation System]
- [Position Description Library].[Evaluation Factors].[Evaluation System Type]
- [Position Description Library].[Evaluation Factors].[Factor Level Assignment]
- [Position Description Library].[Evaluation Factors].[Factor Level Number]
- [Position Description Library].[Evaluation Factors].[Factor Name]
- [Position Description Library].[Evaluation Factors].[Factor Points Assigned]
- [Position Description Library].[Evaluation Factors].[Factor Text]



Time to Hire

Data Model Changes

Time to Hire Metrics Dates – deployed April 15th

New query items were added to the Time to Hire Metrics Dates query subject to enable reporting on additional dates in the staffing process.

- [Time to Hire].[Time to Hire Metrics Dates].[Announcement Released Date]
- [Time to Hire].[Time to Hire Metrics Dates].[Complete Assessment Package Date]
- [Time to Hire].[Time to Hire Metrics Dates].[Formal Offer Accepted Date]
- [Time to Hire].[Time to Hire Metrics Dates].[Max Certificate Review Returned Date]
- [Time to Hire].[Time to Hire Metrics Dates].[Min Certificate Review Sent Date]

Time to Hire Days – will be deployed April 29th

A new query items was added to the Time to Hire Days query subject to enable reporting on the number of days between milestones in the staffing process.

- [Time to Hire].[Time to Hire Days].[Certificate Review Sent (Min) to Certificate Review Returned (Max)]
- [Time to Hire].[Time to Hire Days].[Request Approval to Complete Assessment Package]
- [Time to Hire].[Time to Hire Days].[Request Personnel Action Date to Announcement Open]
- [Time to Hire].[Time to Hire Days].[Request Personnel Action Date to Entry on Duty]



Cognos Tip

Using Vacancy and Certificate Counts



Staffing Reports Counts

The **Staffing Reports** data package includes **pre-built counts** at the **vacancy** level and **certificate** level.

- ▼ Applications
 - ▶ Announcement Detail
 - ▶ Applicant Detail
 - ▶ Applicant List Detail
 - ▶ Applicant List Filter Detail
 - ▶ Application Detail
 - ▶ Request Detail
 - ▶ Vacancy Assessment Package Assessment Detail
 - ▼ Vacancy Detail
 - ▶ Vacancy
 - ▶ Vacancy Appointing Authorities
 - ▶ Vacancy Case File Documents
 - ▼ Vacancy Counts
 - ▣ Vacancy Total Applicants
 - ▣ Vacancy Total Applications
 - ▣ Vacancy Total Eligible Applicants
 - ▣ Vacancy Total Eligible Applications
 - ▣ Vacancy Total Ineligible Applicants
 - ▣ Vacancy Total Ineligible Applications
 - ▣ Vacancy Total Referred Applicants
 - ▣ Vacancy Total Referred Applications
 - ▣ Vacancy Total Selected Applicants
 - ▣ Vacancy Total Selected Applications

- ▼ Certificates
 - ▶ Certificate Announcement Detail
 - ▶ Certificate Applicant Detail
 - ▼ Certificate Detail
 - ▣ Certificate
 - ▣ Certificate Advanced Criteria
 - ▣ Certificate Application Advanced Criteria
 - ▣ Certificate Application Announcement Questionnaire
 - ▣ Certificate Application Announcement Questionnaire
 - ▣ Certificate Application Announcement Questionnaire
 - ▣ Certificate Application Assessment Items
 - ▣ Certificate Application Assessment Ratings
 - ▣ Certificate Application Assessment Responses
 - ▣ Certificate Application Certificate Notes
 - ▣ Certificate Application Eligibilities
 - ▣ Certificate Application Notifications
 - ▣ Certificate Application Review Audits
 - ▣ Certificate Applications
 - ▼ Certificate Counts
 - ▣ Certificate Total Referred Applicants
 - ▣ Certificate Total Selected Applicants
 - ▣ Certificate Total Veterans Referred
 - ▣ Certificate Total Veterans Selected

- ▼ Certificate Vacancy Detail
 - ▶ Certificate Vacancy
 - ▶ Certificate Vacancy Appointing Authorities
 - ▼ Certificate Vacancy Counts
 - ▣ Certificate Vacancy Total Applicants
 - ▣ Certificate Vacancy Total Applications
 - ▣ Certificate Vacancy Total Eligible Applicants
 - ▣ Certificate Vacancy Total Eligible Applications
 - ▣ Certificate Vacancy Total Ineligible Applicants
 - ▣ Certificate Vacancy Total Ineligible Applications
 - ▣ Certificate Vacancy Total Referred Applicants
 - ▣ Certificate Vacancy Total Referred Applications
 - ▣ Certificate Vacancy Total Selected Applicants
 - ▣ Certificate Vacancy Total Selected Applications



Staffing Reports Counts

Used **correctly**, these counts quickly and easily add **valuable metrics** to reports.

Vacancy Staffing Organization Name	Vacancy Staffing Office Name	Vacancy Number	Vacancy Total Applicants	Vacancy Total Applications	Vacancy Total Eligible Applicants	Vacancy Total Eligible Applications	Vacancy Total Ineligible Applicants	Vacancy Total Ineligible Applications	Vacancy Total Referred Applicants	Vacancy Total Referred Applications	Vacancy Total Selected Applicants	Vacancy Total Selected Applications
OPM Program	Program Office	10002449	28	28	25	25	3	3	19	19	2	2
		10002449 - Total	28	28	25	25	3	3	19	19	2	2
		Program Office - Total	28	28	25	25	3	3	19	19	2	2
OPM Program - Total			28	28	25	25	3	3	19	19	2	2
Overall - Total			28	28	25	25	3	3	19	19	2	2

VACANCY 10002449 ▾

Vacancy 10002449 | Assessment Package | Announcement | Applicant Overview | Certificates | Reviews

Office: Program Office | USAJOBS Job Title: HR Specialist | Pay Plan Series Grade: GS-0201-11/12/13 | Announcement Type: DE-ST | Status: Expired | Expiration Date: 1/14/2017

Customer: Josh Test Customer | Hiring Official: Hiring Manager - Josh

Case File | Position Information | Eligibilities | Supporting Documents | Settings | Documents (2) | Notes (3) | History

There are matched applicants to be reviewed!
There are applicant notifications that need to be sent!

Tasks (0) | Active | Add Task | NO TASKS FOUND

Requests (10) | All Statuses

Applicants (2)

Filter by Name/Email: [Search] | Flagged/Reviewed: All | RSC: HH | Clear

28 APPLICANTS

19 ELIGIBLE REFERRED | 6 ELIGIBLE NOT REFERRED | 3 INELIGIBLE

Name	Email	RSC - Applicant Status
Adamsway, Adam	adamadamsway@hotmail.com	HH
Bradford, Sam	jchapman098+sam@gmail.com	HH



Staffing Reports Counts

Used **incorrectly**, these counts can provide **misleading metrics**.

Certificate Vacancy Staffing Organization Name	Certificate Vacancy Staffing Office Name	Certificate Vacancy Number	Certificate Announcement Internal Contact Name	Certificate Vacancy Customer Name	Certificate Vacancy Total Applications	Certificate Vacancy Total Eligible Applications	Certificate Vacancy Total Ineligible Applications	Certificate Vacancy Total Referred Applications	Certificate Vacancy Total Selected Applications
Department of the Army	ARFE FD-FZ Yongsan CPAC and NAF HRO Areas I - II	10021125	Kim, Sonhwa	FD-NAF-W6B0AA-USARMYGARRISONYONGSAN	24 	24	0	24	8
		10021125	Kim, Sonhwa	FZ-NAF-W1FDAA-USARMYGARRISONREDCLOUDCASEY	24	24	0	24	8
		10021125	Kim, Sonhwa	US ARMY GARRISON, RED CLOUD/CASEY (FZW1FDAA)	24	24	0	24	8

VACANCY 10021125

Office: ARFE FD-FZ Yongsan CPAC and NAF HRO Areas I - II
 Customer: (multiple)
 Hiring Official: Sonhwa Kim

USAJOBS Job Title: Recreation Assistant
 Pay Plan Series Grade: NF-0189-2
 Announcement Type: DE
 Status: Active
 Expiration Date: 6/7/2018

Tasks (10):
 Return Review [(0189-02) Certificate] - Due: 03/24/2017
 Make And Return Selections - Due: 05/05/2017
 Audit: Certificates - Due: 05/08/2017

ANNOUNCEMENT CLOSED
 ANNUCT # FENAFZ10021125
 CONTROL # 3254040100
 OPEN ANNOUNCEMENT IN USAJOBS

3/14/2017 OPENED
 3/16/2017 CLOSED

6 APPLICANTS

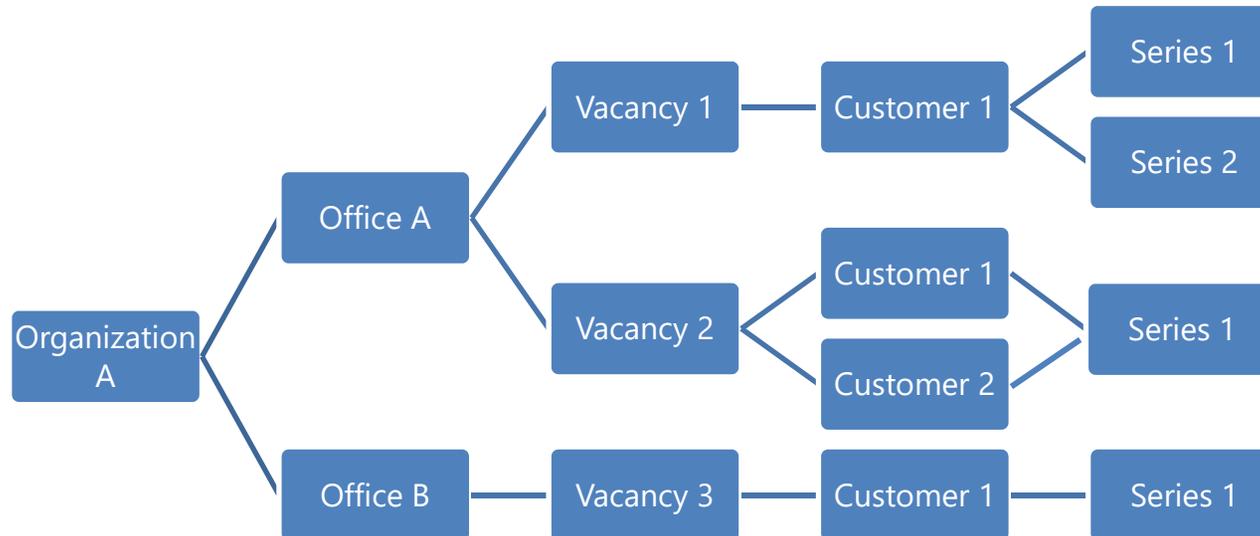
5 ELIGIBLE REFERRED
 1 ELIGIBLE NOT REFERRED
 0 INELIGIBLE

Differences in the metrics are due to the **grain**, or level of detail of the data. **Vacancy Counts** and **Certificate Vacancy Counts** should only be used with **vacancy-level data or higher**. **Certificate Counts** should only be used with **certificate-level data or higher**. When more detailed data is added, metrics may be inflated.



Staffing Reports – Vacancy Counts

To **determine the grain**, consider whether the **relationship** of the query item is **one-to-one, one-to-many, or many-to-many with a vacancy**.

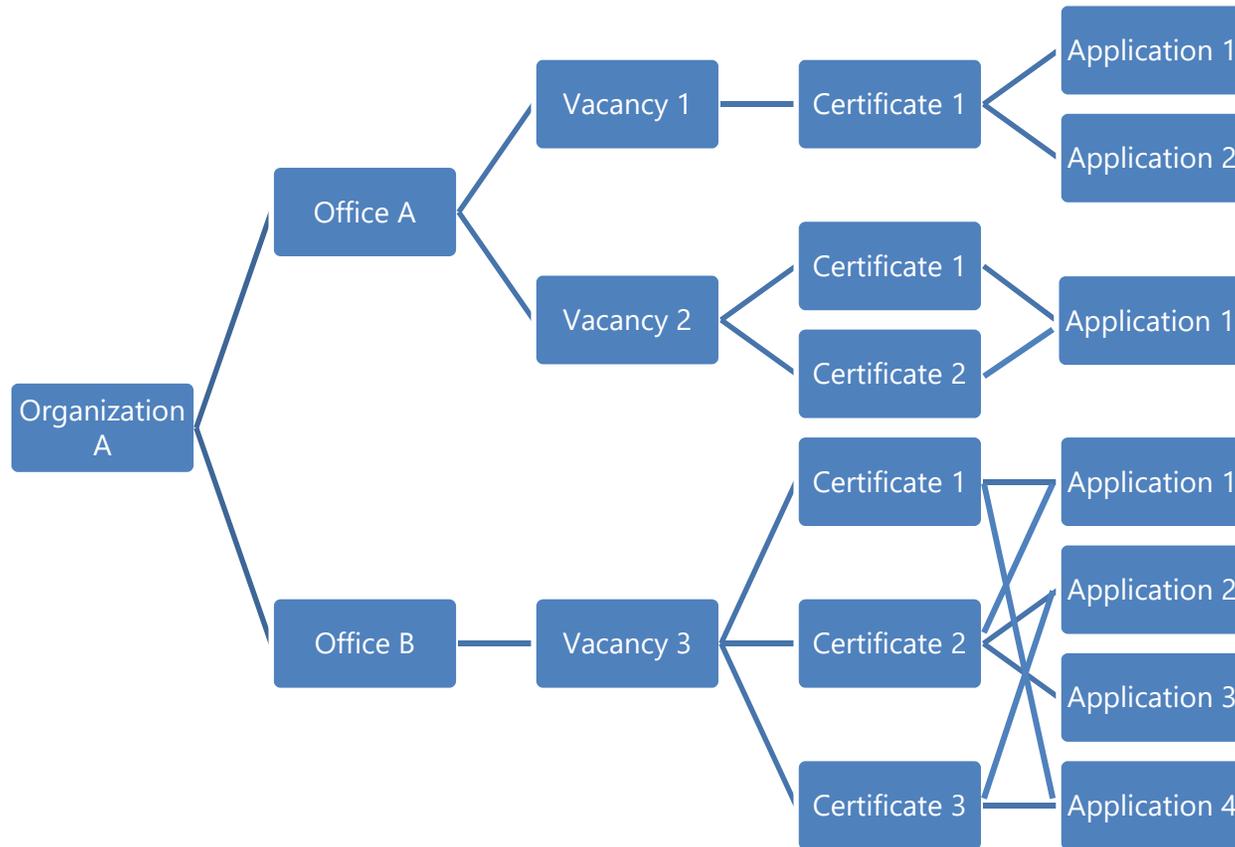


Only query items that are **one-to-one with vacancy** should be used with **Vacancy Counts** and **Certificate Vacancy Counts** query items.



Staffing Reports – Certificate Counts

To **determine the grain**, consider whether the **relationship** of the query item is **one-to-one, one-to-many, or many-to-many with a certificate**.



Only query items that are **one-to-one with certificate** should be used with **Certificate Counts** query items.



Staffing Reports – Certificate Counts

Summary metrics should be **used with caution** for **Certificate Counts**.

Certificate Vacancy Staffing Organization Name	Certificate Vacancy Staffing Office Name	Certificate Vacancy Number	Certificate Vacancy Description	Certificate Number	Certificate Total Referred Applicants	Certificate Total Veterans Referred	Certificate Total Selected Applicants	Certificate Total Veterans Selected
OPM Program	Program Office	10002449	GS-0201-11/12/13	20160114-NW-001	19	17	0	0
				20160115-NW-001	17	15	1	1
				20160115-NW-002	19	17	1	1
				10002449 - Total		55	49	2
	Program Office - Total				55	49	2	2
OPM Program - Total					55	49	2	2
Overall - Total					55	49	2	2

A single application can be referred on multiple certificates, therefore summary rows may/will show inflated numbers.



Creating Custom Metrics

If pre-built metrics are displaying inflated numbers, you can create your own metrics using functions and calculations.

Metric	Calculation*
Vacancy Total Applicants	Count(distinct [Applications].[Applicant].[Applicant ID] for [Applications].[Vacancy].[Vacancy Number])
Vacancy Total Applications	Count(distinct [Applications].[Application].[Application Number] for [Applications].[Vacancy].[Vacancy Number])
Vacancy Total Eligible Applicants	Count(distinct if ([Applications].[Application].[Application Record Status Code] not in ('IN')) then ([Applications].[Applicant].[Applicant ID]) else (null)) for [Applications].[Vacancy].[Vacancy Number])
Vacancy Total Eligible Applications	Count(distinct if ([Applications].[Application].[Application Record Status Code] not in ('IN')) then ([Applications].[Application].[Application Number]) else (null)) for [Applications].[Vacancy].[Vacancy Number])



Creating Custom Metrics

Metric	Calculation
Vacancy Total Ineligible Applicants	Count(distinct (if([Applications].[Application].[Application Record Status Code] = 'IN') then ([Applications].[Applicant].[Applicant ID]) else (null)) for [Applications].[Vacancy].[Vacancy Number])
Vacancy Total Ineligible Applications	Count(distinct (if([Applications].[Application].[Application Record Status Code] = 'IN') then ([Applications].[Application].[Application Number]) else (null)) for [Applications].[Vacancy].[Vacancy Number])
Vacancy Total Referred Applicants	Count(distinct [Certificates].[Certificate Applicants].[Certificate Applicant ID] for [Certificates].[Certificate Vacancy].[Certificate Vacancy Number])
Vacancy Total Referred Applications	Count(distinct [Certificates].[Certificate Applications].[Certificate Application Number] for [Certificates].[Certificate Vacancy].[Certificate Vacancy Number])



Creating Custom Metrics

Metric	Calculation
Vacancy Total Selected Applicants	Count(distinct (if([Certificates].[Certificate Applications].[Certificate Application Audit Code] = 'Selected') then ([Certificates].[Certificate Applicants].[Certificate Applicant ID]) else (null)) for [Certificates].[Certificate Vacancy].[Certificate Vacancy Number])
Vacancy Total Selected Applications	Count(distinct (if([Certificates].[Certificate Applications].[Certificate Application Audit Code] = 'Selected') then ([Certificates].[Certificate Applications].[Certificate Application Number]) else (null)) for [Certificates].[Certificate Vacancy].[Certificate Vacancy Number])



Creating Custom Metrics

Metric	Calculation
Certificate Total Referred Applicants	Count(distinct [Certificates].[Certificate Applicants].[Certificate Applicant ID] for [Certificates].[Certificate Vacancy].[Certificate Vacancy Number],[Certificates].[Certificate].[Certificate Number])
Certificate Total Selected Applicants	Count(distinct (if ([Certificates].[Certificate Applications].[Certificate Application Audit Code] = 'Selected') then ([Certificates].[Certificate Applicants].[Certificate Applicant ID]) else (null)) for [Certificates].[Certificate Vacancy].[Certificate Vacancy Number],[Certificates].[Certificate].[Certificate Number])



Creating Custom Metrics

Metric	Calculation
Certificate Total Veterans Referred	Count(distinct (if([Certificates].[Certificate Applications].[Certificate Application Veterans Preference Code] not in ('NP','NV')) then ([Certificates].[Certificate Applicants].[Certificate Applicant ID]) else (null)) for [Certificates].[Certificate Vacancy].[Certificate Vacancy Number],[Certificates].[Certificate].[Certificate Number])
Certificate Total Veterans Selected	Count(distinct (if(([Certificates].[Certificate Applications].[Certificate Application Audit Code] = 'Selected') and ([Certificates].[Certificate Applications].[Certificate Application Veterans Preference Code] not in ('NP','NV')))) then ([Certificates].[Certificate Applicants].[Certificate Applicant ID]) else (null)) for [Certificates].[Certificate Vacancy].[Certificate Vacancy Number],[Certificates].[Certificate].[Certificate Number])



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/USASUpgResCtr/index.php/USA_Staffing_Upgrade_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