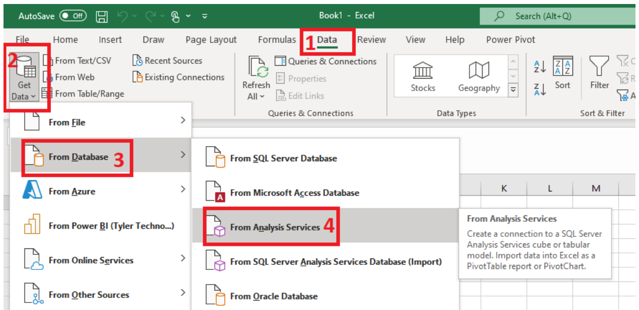
FM Business Analytics – Walkthrough Handout

-Connecting to Analytics-
Follow these menu options to open the Data Connection Wizard:



After this, you will need to provide the following credentials to gain access to the server and choose a cube to create a table from:

Server: 3.214.108.135
User name: .\dssconnect (include period and slash)
Password: Connect123!
From there, Excel should prompt you to choose a database – select NWERPLAB_DSS_FM_Analytics for each cube connection.

Business Analytics Table Samples: Walkthrough

-Vendor Listing: Fields Utilized-
Cube: AP Invoice
Filters:
AP Invoice Payment > Payment Amount*
Payment Date > Payment Date.Calendar*
Rows:
Vendor > Details> Vendor Name and Number
Vendor > Contact> Address, City, State, Zip
*-These fields will help build an advanced vendor listing that allows you to filter based on how recently, and for how much, your vendors were paid.

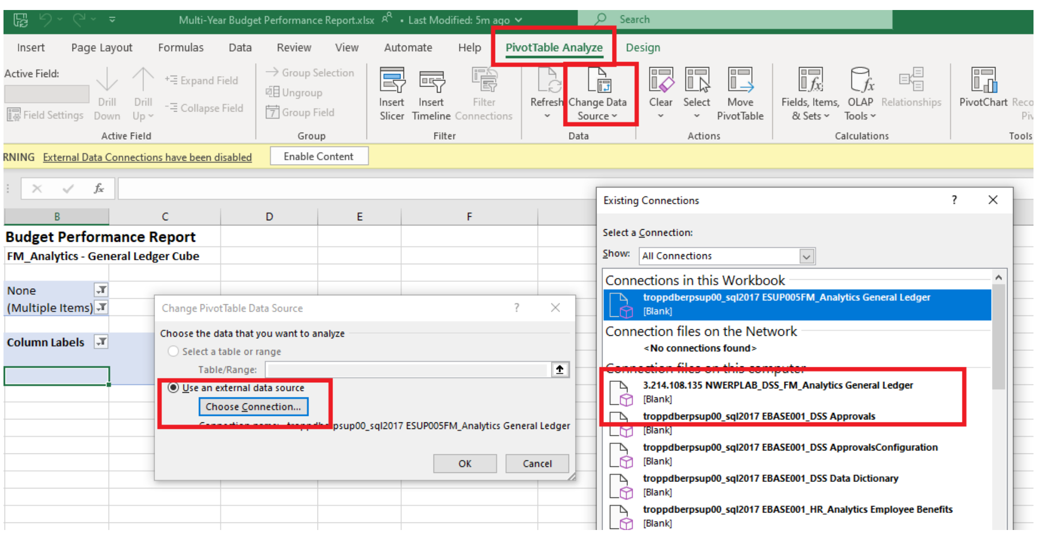
-Budget Performance Report: Fields Utilized-
Cube: General Ledger
Filters:
-Fiscal Year
Values:
-General Ledger > Reporting Format > Adopted Budget, Budget Amendment, Amended Budget, Actual Amount
-General Ledger > Previous Year > Prev. Year Actual Amount – Reporting
-General Ledger > With Encumbrances > Percentages Used w/Encumbrances, Remaining Budget w/Encumbrances

Rows:
-Organization Set > Concatenated Levels > Full Org Set Code
-GL Account > GL Account

-Annual Budget Worksheet: Fields Utilized-
Cube: Annual Budgeting
Filters:
-Budget Year > Budget Year
Values:
-Budget Level > Level 1, 2, 3, 4, 5, 6, 7
Rows:
-Organization Set > Concatenated Levels > Full Org Set Code
-GL Account > GL Account

-Statement of Cash Balance: Fields Utilized-
Cube: General Ledger
Filters:
-GL Account > Account Classification, Account Code, Account Type
Columns:
-Balance Months > Fiscal Year
Values:
-Balance Sheet > BAL Ending Balance
Rows:
-Balance Months > Fiscal Month of Year

How to plug an existing connection into a Template Report:



-Open the Template Report and click into its body
-Click on “PivotTable Analyze”
-Click on “Change Data Source”
-Click on “Choose Connection”
-Browse to the saved connection that you wish to plug into the report.