

Northwestern

ACCOUNTING SERVICES
FOR RESEARCH AND
SPONSORED PROGRAMS
(ASRSP)

New Cognos Effort Reporting Data Mart

Semi-annual Networking Event
November 2017

Erin Farlow (Chicago) / Tina Mete (Evanston)
Senior Effort Coordinators

What Is It?

- A new report in Cognos BI will display effort commitments from InfoEd and certifications from ERS in a single report
- Example for a given person for a given project:

			Committed					Certified			
Title	Fund Code	Financial Department ID	Budget Period Start	Budget Period End	Committed Effort Calendar Months	Committed Effort Academic Months	Committed Effort Summer Months	Certification Quarter	Certification Period Start	Certification Period End	Certified Effort Percentage
Professor	650	5421960	1/1/14	10/31/17	0.12	0	0				
	193	5421960						1Q2017	9/1/16	11/30/16	1%
								2Q2017	12/1/16	2/28/17	0%

Run report for a project:

Project ID	[REDACTED]	Institution Number	SP00 [REDACTED]
Project Description	[REDACTED]	Main PI	[REDACTED]
Project Start Date	January 1, 2012		
Project End Date	October 31, 2017		

Person 1				Committed					Certified			
Employee ID	Title	Fund Code	Financial Department ID	Budget Period Start	Budget Period End	Committed Effort Calendar Months	Committed Effort Academic Months	Committed Effort Summer Months	Certification Quarter	Certification Period Start	Certification Period End	Certified Effort Percentage
	Professor	650	5421960	1/1/14	10/31/17	0.12	0	0				
		193	5421960						1Q2017	9/1/16	11/30/16	1%
									2Q2017	12/1/16	2/28/17	0%

Person 2				Committed					Certified			
Employee ID	Title	Fund Code	Financial Department ID	Budget Period Start	Budget Period End	Committed Effort Calendar Months	Committed Effort Academic Months	Committed Effort Summer Months	Certification Quarter	Certification Period Start	Certification Period End	Certified Effort Percentage
	Asst Professor	650	5421960	1/1/14	10/31/17	2.4	0	0				

Person 3				Committed					Certified			
Employee ID	Title	Fund Code	Financial Department ID	Budget Period Start	Budget Period End	Committed Effort Calendar Months	Committed Effort Academic Months	Committed Effort Summer Months	Certification Quarter	Certification Period Start	Certification Period End	Certified Effort Percentage
	Professor	650	5421960						2Q2017	12/1/16	2/28/17	0%
									3Q2017	3/1/17	5/31/17	1%

Run report for a person:

Name	Person 1										
Employee ID	[REDACTED]										
Title	Statistical Anal/Programmer 2										
Project ID [REDACTED] - Standardizing and Personalizin					Project Start Date January 1, 2014						
Institution Number SP [REDACTED]					Project End Date December 31, 2016						
		Committed					Certified				
Fund Code	Financial Department ID	Budget Period Start	Budget Period End	Committed Effort Calendar Months	Committed Effort Academic Months	Committed Effort Summer Months	Certification Quarter	Certification Period Start	Certification Period End	Certified Effort Percentage	
650	5264000						1Q2017	9/1/16	11/30/16	27%	
							2Q2017	12/1/16	2/28/17	30%	
Project ID [REDACTED] - The National Person-Centered A					Project Start Date September 1, 2014						
Institution Number SP00 [REDACTED]					Project End Date August 31, 2018						
		Committed					Certified				
Fund Code	Financial Department ID	Budget Period Start	Budget Period End	Committed Effort Calendar Months	Committed Effort Academic Months	Committed Effort Summer Months	Certification Quarter	Certification Period Start	Certification Period End	Certified Effort Percentage	
610	5264000	9/1/16	8/31/17	2.4	0	0					
							1Q2017	9/1/16	11/30/16	10%	
							2Q2017	12/1/16	2/28/17	20%	

What Data Can I See?

- Committed effort by budget period from InfoEd
- Certified effort by quarter from ERS
- FY14 and later
- Can see any person / any project for the entire university
 - There is no row level security restriction

How Would I Use It?

- Check certified effort for a project, including people who are in other departments
- Look up certified effort for an entire fiscal year (or longer) at once rather than one quarter at a time
- Check who has committed effort on a project and see whether or not they have certified effort

How Can I Get Access?

- Report will go live in December
- You will automatically get access if you have sponsored program management rights (e.g. if you can run GM045)
 - There will be a new “Effort Reporting” folder inside the “School” or “Central” folder within FFRA
- If you don’t have sponsored program management access already, submit the FFRA express security form

Questions/Support

- **Cognos Report Questions/Issues/Support**
 - Klara Mueggenburg (Systems Analyst, Enterprise Reporting and Analytics)
 - consultant@northwestern.edu / 847.467.4186
- **Commitment Data Questions / Issues**
 - Cognos pulls commitment data from InfoEd; contact OSR to update InfoEd if there are commitment data entry errors
- **Certification Data / General Effort Reporting Questions**
 - Cognos pulls certification data from ERS; contact your campus effort coordinator for questions about certifications, how to determine if commitments were met, and other general effort reporting questions.
 - Chicago: Erin Farlow (e-farlow@northwestern.edu / 312.503.0323)
 - Evanston: Tina Mete (c-mete@northwestern.edu / 847.491.6755)