#### Northwestern

ACCOUNTING SERVICES FOR RESEARCH AND SPONSORED PROGRAMS (ASRSP)

# New Cognos Effort Reporting Data Mart

Semi-annual Networking Event November 2017

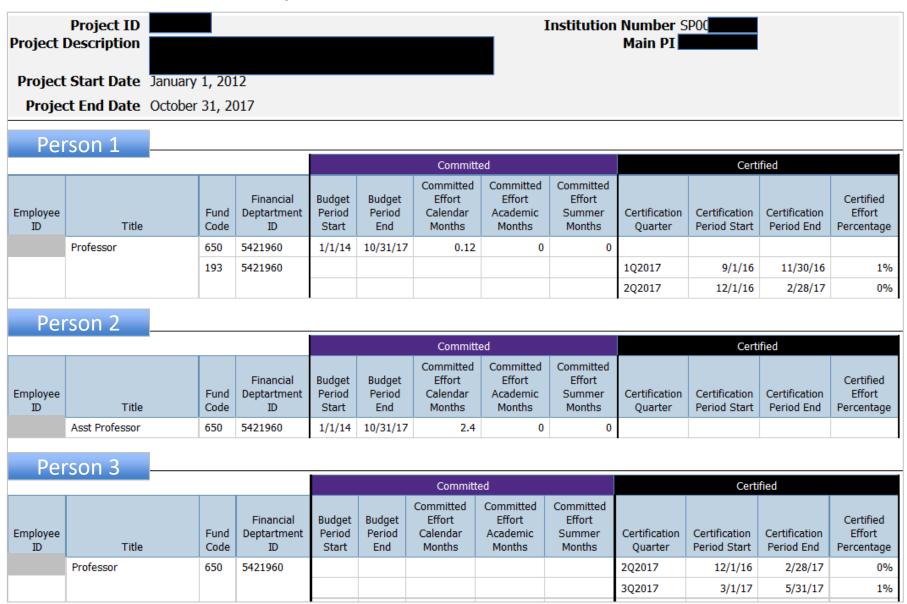
Erin Farlow (Chicago) / Tina Mete (Evanston)
Senior Effort Coordinators

## 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 Deptartment 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:



### Run report for a person:

Name Employee ID

**Institution Number SP** 

Person 1

Title Statistical Anal/Programmer 2

Project ID

- Standardizing and Personalizin Project Start Date January 1, 2014

Project End Date December 31, 2016

				Commit	ted	Certified				
Fund Code	Financial Deptartment 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 - The National Person-Centered A Project Start Date September 1, 2014

**Institution Number SP00** Project End Date August 31, 2018

				Committ	ed	Certified				
Fund Code		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 (<u>e-farlow@northwestern.edu</u> / 312.503.0323)
- Evanston: Tina Mete (<u>c-mete@northwestern.edu</u> / 847.491.6755)