Data Warehouse Training: Finance Reporting Basics

Jerry Myers, Functional Area Coordinator

Decision Support-AITS
Your instructor

Jerry Myers

Finance Functional Coordinator for Decision Support, a part of Administrative Information Technology Services (AITS) serving all University of Illinois campuses.

Email: jdmyers6@uillinois.edu
Phone: (217) 300-4966
Agenda

- Identify reporting options
- Understand the data availability and how it is structured in each source
- Identify which source to select
**Terminology**

- **EDW** - The data warehouse environment that AITS stores and combines data for use by all University of Illinois campuses.
- **BusinessObjects** - an SAP suite of products which allows customers to view, sort and analyze data.
- **EDDIE** - The University’s acronym (Enterprise Data Delivery Information Environment) for the web-based delivery of BusinessObjects.
- **Webi** - short for Web Intelligence; the self-service environment for creating ad hoc queries, a component of BusinessObjects.
- **Standard Report** - In the case of finance, a report developed with OBFS to ensure accurately deliver data commonly needed by customers, often business managers.
- **Solution Library** - Reports created for specific purposes that can easily be edited for your specific needs.
OBFS Resources

- Accounting & Financial Reporting website:
  https://www.obfs.uillinois.edu/accounting-financial-reporting/

- Additional training:
  https://www.obfs.uillinois.edu/training/materials/accounting/

- Sign up for additional training:
  https://www.obfs.uillinois.edu/training/registration/

- UIC Reporting Subcommittee:
  https://intranet.uillinois.edu/sites/OBFSReporting/_layouts/15/start.aspx#/SitePages/Home.aspx
Decision Support - AITS Resources

- **AITS Reporting website:**
  [https://www.aits.uillinois.edu/services/reports_and_data](https://www.aits.uillinois.edu/services/reports_and_data)

- **Additional training:**
  [https://www.aits.uillinois.edu/services/reports_and_data/help_and_training/training/](https://www.aits.uillinois.edu/services/reports_and_data/help_and_training/training/)

- **Metadata (including Universe Information and Solution Library):**
  [https://www.aits.uillinois.edu/services/reports_and_data/about_data/metadata/](https://www.aits.uillinois.edu/services/reports_and_data/about_data/metadata/)

- **Answers:**
  [https://answers.uillinois.edu/ua/](https://answers.uillinois.edu/ua/)
Data resources available

- **Universe information:**
  https://www.aiats.uillinois.edu/services/reports_and_data/about_data/metadata/metadata_for_business_objects_users/universe_information/

- **Solution Library reports:**
  https://www.aiats.uillinois.edu/services/reports_and_data/reports/solution_library/finance/

- **Data models:**
  https://www.aiats.uillinois.edu/services/reports_and_data/about_data/metadata/metadata_for_data_downloaders/data_models/
Data resources available

Standard Reports

Accounts Payable
- FIAP_Bank_Activity_Detail
- FIAP_Detail_by_VOAP

Accounts Receivable
- FIAR_Account_Detail_By_Detail_Category_Code
- FIAR_Account_Detail_By_Detail_Code
- FIAR_Aging_by_Agency
- FIAR_Aging_by_Detail_Code
- FIAR_ATBE_by_Agency
- FIAR_ATBE_by_Detail_Code
- FIAR_Open_Invoice_by_Agency

Agency Reports
- FIAP_Voucher
- FIAP_Voucher_BOT

Budget
- FIBUD_Budget_Memo_Log
- FIGL_Restricted_Funds_Balances_by_Agency_Type
- FIGL_Restricted_Funds_Balances_by_Fund_Type
Data resources available

Standard Reports

Fixed Assets
- FIFX_Monthly_Activity_by_Chart_and_Organization
- UR_FIFA_Commodity_Search
- UR_FIFA_Fixed_Asset_By_Org
- UR_FIFA_FIXED_ASSETSPending_List
- UR_FIGL_LOCATION
  - FOAPAL Listing
- FIGL_Account_Index_Report
- FIGL_Fund_Hierarchy
- FIGL_Location_Hierarchy
- FIGL_Organization_Hierarchy
- FIGL_Program_Hierarchy

General Ledger
- FIGL_Asset_Liability_Statements
- FIGL_Asset_Liability_Transactions
- FIGL_Fund_Type_Summary
- FIGL_General_Ledger_Dept_Fund_Summary
- FIGL_General_Ledger_Fund_Summary

Grants
- FIGR_Grants_Status_and_Billing_Summary_Report
- UR_FIGR_GRANT_DETAIL

Purchasing
- FIPO_Departmental_Requisition
Data resources available

Standard Reports

Operating Ledger
- FIGL_College_Dept_Fund_Type_Summary
- FIGL_College_Dept_Fund_Type_Summary_ITD
- FIGL_General_Ledger_by_Account
- FIGL_Operating_Ledger_Summary
- FIGL_Operating_Ledger_Summary_ITD
- FIGL_Operating_Ledger_YTD_Transaction_Statement
- FIGL_Operating_Ledger_YTD_Transaction_Statement_by_Account
- FIGL_Operating_Ledger_YTD_Transaction_Statement_by_Acct_and_Period
- FIGL_Operating_Ledger_YTD_Transaction_Statement_by_Acct_By_Period_Range
- FIGL_Operating_Statement_College_Rollup
- FIGL_Operating_Statement_College_Rollup_ITD
- FIGL_Operating_Statement_Rollup
- FIGL_Operating_Statement_Rollup_ITD
- FIOL_Encumbrance_Balances
- FIOL_Misclassified_FOAPAL
- FIOL_Revenue_Expense_Transfer_Statements
- FIOL_Revenue_Expense_Transfer_Statements_Inception_to_Date
- FIOL_Revenue_Expense_Transfer_Transactions
- FIPR_Payroll_Expense_by_Person_Month_End
- UR_FIGL_College_MultiFund_Management_Report
- UR_FIGL_Departmental_MultiFund_Management_Report
- UR_FIGL_Operating_Ledger_By_Org
Data resources available

Universes

Refreshed monthly
- DM - Expense Trends Reporting
- DM - Finance Grants Lifecycle
- DM - Finance Grants Summary

Refreshed daily
- EDW - Finance CFOAPAL (FinCFOAPAL)
- EDW - Finance Fixed Assets (FinFixdA)
- EDW - Finance Grants AR
- EDW - Finance Grants Proposals (FinGRNTP)
- EDW - Finance ICR
- EDW - Finance Ledgers OL GL
- EDW - Finance Merchant Card Trans (FinPCard)
- EDW - Finance Posted Transactions (FinPtran)
- EDW - Finance Purch Order Invoices (FinPOInv)
- EDW - Finance Travel and Expense
- EDW - HRFIN BOS Expenses (HRFinExp)
- Encumbrance Reporting
- General Ledger Reporting
- Operating Ledger Reporting
- Payroll Expense Reporting
- EDW - Finance Accounts Receivable (Fin_AR)
Data resources available

Universes, OLAP cube, and Solution Library reports

Refreshed monthly

- DM - Expense Trends Reporting
  - Expense Trends Analysis (Excel OLAP Cube)*
    https://www.aits.illinois.edu/services/reports_and_data/bi_analytics/expense_trends_analysis/

- DM - Finance Grants Lifecycle
  - UR_FIGR_GRANT_DETAIL
  - Proposal_Listing_by_College_by_FY

- DM - Finance Grants Summary
  - UR_FIGR_GRANT_DETAIL
  - Active_Grants_By_College

*Additional security may need to be requested
Data resources available

Universes

**Refreshed daily**
- EDW - Finance CFOAPAL (FinCFOAPAL)
- EDW - Finance Fixed Assets (FinFixdA)
  - UR_FIFA_Commodity_Search
  - UR_FIFA_Fixed_Assets_By_Org
  - UR_FIFA_FIXED_ASSETS_Pending_List
  - UR_FIGL_LOCATION
- EDW - Finance Grants AR
- EDW - Finance Grants ITD
  - UR_FIGR_GRANT_DETAIL
  - GrantDirectIndirectExpITD
- EDW - Finance Grants Proposals (FinGRNTP)
  - Proposal_By_Dept
- EDW - Finance ICR
- EDW - Finance Merchant Card Trans
  - Global_Payment_Transactions_by_Org
  - iPay_Transactions_by_College
  - iPay_Transactions_by_College_Dept_Org
  - Pcard_Transactions_Outside_Org
  - Pcard_Unreconciled_Transactions
- EDW - Finance Posted Transactions (FinPtran)
Data resources available

Universes

- **Refreshed daily**
  - EDW - Finance Purch Order Invoices (FinPOInv)
    - Purchase_Order_Listing
  - EDW - Finance Travel and Expense
    - Line_item_detail
    - Unattached_Tcard_Purchases
    - Unprocessed_ERs
  - EDW - HRFIN BOS Expenses (HRFinExp)
    - UR_FIGR_GRANT_DETAIL
    - Detailed_Monthly_Expenses
  - EDW - Finance Ledgers OL GL
    - Expense_by_Chart_Dept
    - GL_Transactions_by_Fund_Account
    - Permanent_State_Budget
    - Rogue_CFOAPAL_Listing_Fund_3
    - Rogue_CFOAPAL_Listing_Funds_1_2
    - Rogue_CFOAPAL_Listing_Funds_4_5_60
    - Aggregate_Expenditures_Account_Type
    - Banner_Transactions
    - Budget_Transactions_Both_Sides_Entry
    - Cash_Fund_Balances_Gift_Self_Supporting_Fund
    - State_Institutional_Accounted_Budget_BBA
Data resources available

Universes

Refreshed daily

- Encumbrance Reporting
- General Ledger Reporting
  - FIGL_Asset_Liability_Statement
  - FIGL_Asset_Liability_Transactions
- Operating Ledger Reporting
  - FIOL_Encumbrance_Balances
  - FIOL_Misclassified_FOAPAL
  - FIOL_Revenue_Expense_Transfer_Statements
- FIOL_Revenue_Expense_Transfer_Statements_Inception_to_Date
- FIOL_Revenue_Expense_Transfer_Transactions
- UR_FIGL_College_Multifund_Management_Report
- UR_FIGL_Operating_Ledger_By_Org

Payroll Expense Reporting

- EDW - Finance Accounts Receivable (Fin_AR)*
  - UR_FIAR_FIN_Ledger_AR_Payment_Trans

*Additional security may need to be requested.
Where do I start?

- **Try to use/modify an existing report**
  - A report writer has most likely already picked to most effective and efficient source.
    - Many universes contain the same data. Context and additional data may vary.
    - Newer data sources may perform better.
  - Necessary logic will already be written into the query filters, variables and/or formulas.
    - Fund Type Levels and Account Type Levels are helpful in organizing and eliminating data.
    - Creating variables can be difficult when using multiple queries.
  - If multiple queries are used, the required links will already be established.
    - Linking data across sources is essential.
    - Merging additional data fields may change the sources relationships.
Where do I start?

**Operating Ledger Reporting**

- The vast majority of users should start with this universe when building a report from scratch.

- This source contains Banner processed transactions, including:
  - Document numbers such as Purchase Order numbers, Invoice numbers, and TCard and PCard transactions.
  - Fund Type and Account Type levels are available to create specialized statements.
  - Grant Codes are available for that level of reporting.

- This universe has multiple links to supplement data for other sources such as TEM, PCard, Posted Transactions and the Purchase Order Invoices universes.
Items to keep in mind when building a report

- Check your numbers against Standard Reports or Banner
- Understand what folders contain context and how to work with context
- How is the data to be used/distributed?
- Understand the difference between a query filter and report filter
Questions? Concerns?

Contact us:
dsuss@uillinois.edu

Contact me:
jdmyers6@uillinois.edu
217-300-4966

Our website:
https://www.aits.uillinois.edu/services/reports_and_data

Sign up for additional training:
http://www.aits.uillinois.edu/services/reports_and_data/help_and_training/training/