Welcome

• UWBI Central Team: Celia Braker
  • Review of the Security, Roles and Responsibilities
  • Resources
• UWBI HRS Analytics and Reporting Team: Mary Kirk, Brad Sanders, and Miguel Garcia-Gosalvez
  • Basic HRS Dashboard Navigation
  • HRS Subject Areas Overview
  • Shared Queries, Reports, and Dashboard Overview / Demo
  • Q&A
## UWBI Roles Defined

<table>
<thead>
<tr>
<th><strong>UWBI Consumer</strong></th>
<th><strong>UWBI Author</strong></th>
<th><strong>UWBI Admin</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Automatically given this role with access</td>
<td>Same roles as the Consumer, but can also...</td>
<td>Same roles as the Consumer, and Author but can also...</td>
</tr>
<tr>
<td>Has access to shared queries/dashboards (HR, FIN, criteria-based)</td>
<td>Can create new analyses, dashboards and other BI objects</td>
<td>Administer all parts of the system</td>
</tr>
<tr>
<td>Can view, filter, run, and print reports/data of existing analyses and dashboards</td>
<td>Can edit existing dashboards, analyses and reports</td>
<td>Modify catalog permissions and privilege</td>
</tr>
<tr>
<td>Can run or schedule existing BI Publisher reports (not create)</td>
<td></td>
<td>Can edit and create new repositories and catalogs</td>
</tr>
</tbody>
</table>

*UWSA UWBI Team*
Access and Security

**Sensitive data**
HR-person sensitive data includes the following.
- Race/Ethnicity
- Birthdate
- Location of birth
- Age
- Gender
- Marital status
- Military status
- Disability status
- Country of citizenship
- Citizenship status
- Visa information
- Passport information
- Home address information
- Emergency contact information

All Benefits data related to a person is considered sensitive with the exception of the data element that defines a person’s primary job that is receiving benefits (i.e. Benefit_Rcd_Nbr).

**Restricted data**
We NEVER present columns on restricted data. This includes the following:
- Social Security Number
- Financial Account Numbers (bank information)
HRS Data Access and Security

• Requesting UWBI HRS Shared Queries Access:
  • Oracle Identity Management (OIM) system
    • Acquire (if a new user) one or more of the following four roles:
      • BI HRS Qry-Non-Sensitive
      • BI HRS Qry-Benefits Only
      • BI HRS Queries-Sensitive
      • HRS OBIEE Non-HRS Queries-NS (Allows users to run OBIEE HRS related analyses and reports with non-sensitive information created by campuses. It does not provide access to the HRS Shared Queries. It should not be requested if someone has any of the other three BI roles.)
## Subject Area Overview

<table>
<thead>
<tr>
<th>Subject Area</th>
<th>Description</th>
<th>Security</th>
</tr>
</thead>
<tbody>
<tr>
<td>UWHRS Absence-Balance</td>
<td>Reflects leave balances by leave type and pay period.</td>
<td>Consumer: HR Non-Sensitive</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Author: Payroll</td>
</tr>
<tr>
<td>UWHRS Absence-Event</td>
<td>Reflects absence you are taking by day and the types of absence.</td>
<td>Consumer: HR Non-Sensitive</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Author: Payroll</td>
</tr>
<tr>
<td>UWHRS Absence-Leave Taken</td>
<td>Reflects detail and summary reports on leave taken, including leave without</td>
<td>Consumer: HR Non-Sensitive</td>
</tr>
<tr>
<td></td>
<td>pay</td>
<td>Author: Payroll</td>
</tr>
<tr>
<td>UWHRS Benefits-WRS Accumulator</td>
<td>Reflects WRS eligible hours and earnings for each payroll period for</td>
<td>Consumer: BN Sensitive</td>
</tr>
<tr>
<td></td>
<td>employees covered by WRS</td>
<td>Author: Benefits</td>
</tr>
<tr>
<td>UWHRS Benefits-Enrollment Star</td>
<td>Reflects the benefits and status of employees’ benefits enrollment</td>
<td>Consumer: BN Sensitive</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Author: Benefits</td>
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| UWHRS InfoAccess-Active Unclassified Leave        | Legacy/pre HRS unclassified leave for employees who were active at the of HRS go live | Consumer: HR Non-Sensitive  
Author: Payroll                                |
| UWHRS InfoAccess-CL Leave Balances               | Legacy/pre HRS classified leave balance history                             | Consumer: HR Non-Sensitive  
Author: Payroll                                |
| UWHRS InfoAccess-CL Leave Changes                | Legacy/pre HRS classified leave change history                              | Consumer: HR Non-Sensitive  
Author: Payroll                                |
| UWHRS InfoAccess-CL Leave Usage                  | Legacy/pre HRS classified leave usage history                               | Consumer: HR Non-Sensitive  
Author: Payroll                                |
| UWHRS InfoAccess-Credit Debit Unclassified Leave | Legacy/pre HRS Unclassified leave change history                            | Consumer: HR Non-Sensitive  
Author: Payroll                                |
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| UWHRS InfoAccess-Inactive Unclassified Leave | Legacy/pre HRS Unclassified leave for employees who were inactive at the time of HRS go live | Consumer: HR Non-Sensitive  
Author: Payroll |
| UWHRS Job Funding | Reflects HRS funding history for an employee’s job | Consumer: HR Non-Sensitive  
Author: Workforce |
| UWHRS Job Paycheck | Provides HRS employee paycheck information from confirmed payrolls | Consumer: HR Non-Sensitive  
Author: Payroll |
| UWHRS Payroll-Balances-Consolidated | Provides employee earning, deduction and tax balances for a given confirmed time frame or payroll | Consumer: HR Non-Sensitive  
Author: Payroll |
| UWHRS Payroll-Distributions-Consolidated | Reflects employee earnings, deductions and taxes for a given confirmed payroll distribution time frame or payroll | Consumer: HR Non-Sensitive  
Author: Payroll |
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<td>UWHRS Payroll-InfoAccess</td>
<td>Reflects legacy/pre-HRS payroll and tax information for employees (prior to April 2011)</td>
<td>Consumer: HR Non-Sensitive Author: Payroll</td>
</tr>
<tr>
<td>UWHRS Payroll-Work Study</td>
<td>Provides work study award and earnings information for students who hold work study jobs</td>
<td>Consumer: HR Non-Sensitive Author: Payroll</td>
</tr>
<tr>
<td>UWHRS Payroll-By Period</td>
<td>Provides payroll information for employees by Runid; includes payrolls in calculation status as well as confirmed status</td>
<td>Consumer: HR Non-Sensitive Author: Payroll</td>
</tr>
<tr>
<td>UWHRS Time and Labor</td>
<td>Reflects time and labor information for employees who report, including payroll approvers</td>
<td>Consumer: HR Non-Sensitive Author: Payroll</td>
</tr>
<tr>
<td>UWHRS Workforce</td>
<td>Provides HRS job information and characteristics of a job, including all effective dated rows</td>
<td>Consumer: HR Non-Sensitive Author: Workforce</td>
</tr>
</tbody>
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<tr>
<td>UWHRS Workforce – March Job Snapshot</td>
<td>Reflects characteristics, or a snapshot, of all jobs at a specified time each year in March (since 2012)</td>
<td>Consumer: HR Sensitive Author: Workforce</td>
</tr>
<tr>
<td>UWHRS Workforce – October Job Snapshot</td>
<td>Reflects characteristics, or a snapshot, of all jobs at a specified time each year in October</td>
<td>Consumer: HR Sensitive Author: Workforce</td>
</tr>
</tbody>
</table>
Subject Area Overview

NEW!
• Furlough Dashboards
  • Payroll
  • Time & Labor
  • Workforce
  • E-FMLA
• COVID-19 & Furlough Cost/Savings

COMING SOON!
• Monthly Active Jobs Metrics Dashboard
  • In Testing
Demo

Now that you have a basic understanding of the UWBI HRS Shared Content, let’s move into navigation and functionality.

To access The University of Wisconsin Business Intelligence Website, you use a webpage URL, a user ID, and a password.

1) In the address field of your browser, enter the URL: https://uwbi.wisconsin.edu
2) Enter your user ID and password.
3) Click, sign in.

After logging in, a home page opens and brings you to your landing page.
Additional Resources

• UWBI Website [https://www.wisconsin.edu/bi/](https://www.wisconsin.edu/bi/)
• Getting Started with HRS: [https://www.wisconsin.edu/bi/resources/#hrs-getting-started](https://www.wisconsin.edu/bi/resources/#hrs-getting-started)
• Tools: [https://www.wisconsin.edu/bi/resources/#tools](https://www.wisconsin.edu/bi/resources/#tools)
  • HRS UWBI Dashboards/Reports Inventorypdf
  • Interactive Reporting Shared Queries Mapping
• Canvas eLearning Modules: uwsa.instructure.com

For additional questions, comments, or suggestions, please contact us at: UWBI@uwss.wisconsin.edu
Additional Resources

• Oracle Analytics Server (OAS) Upgrade (Late Fall 2020)
  • BI Authors
  • Analysis look, feel, and functionality similar
  • Additional Resources posted at [www.wisconsin.edu/bi](http://www.wisconsin.edu/bi)

For additional questions, comments, or suggestions, please contact us at: [UWBI@uwss.wisconsin.edu](mailto:UWBI@uwss.wisconsin.edu)
Questions and Feedback