

Enterprise Information Management FI Dashboard & Updates

Tuesday, December 6th, 2017
Location: Division of Technology



FI Dashboard



Agenda

Finance Dashboard

- Purpose
- Data sources
- Development and Delivery
- Demo
- Evolution, Future Development & Feedback

Dashboards with Lumira

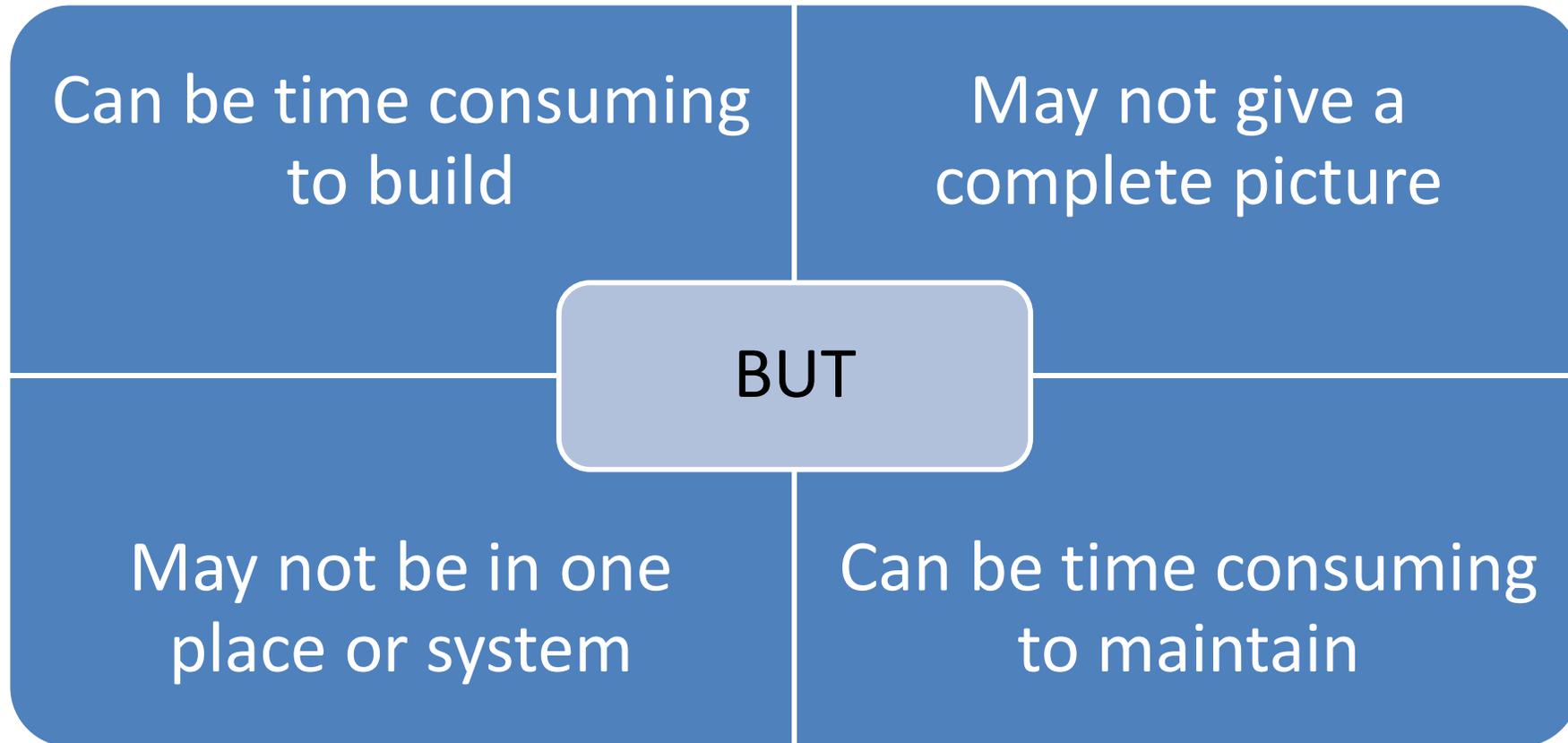
- Create your own custom dashboards

EIM Updates

- Components of Business Intelligence (BI)
- Benefits of BI and EIM
- The Reporting Process
- Examples
 - Simplifying data
 - Analyzing, Presenting and Communicating Data
 - Merging external data with SCEIS Data
 - Projections and Trend Analysis

Dashboard: Purpose

Reports are great,



Dashboard: Purpose



State View



Agency View



Organizational
Unit View

← Different users need different information, or the same information differently →

Dashboard: Purpose



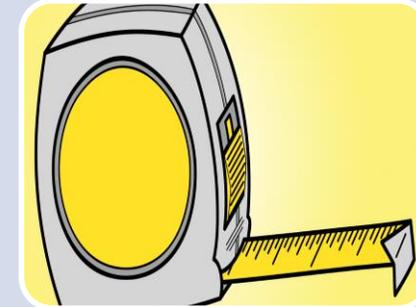
Verifying
Transactions



Managing
Budget or
Cash



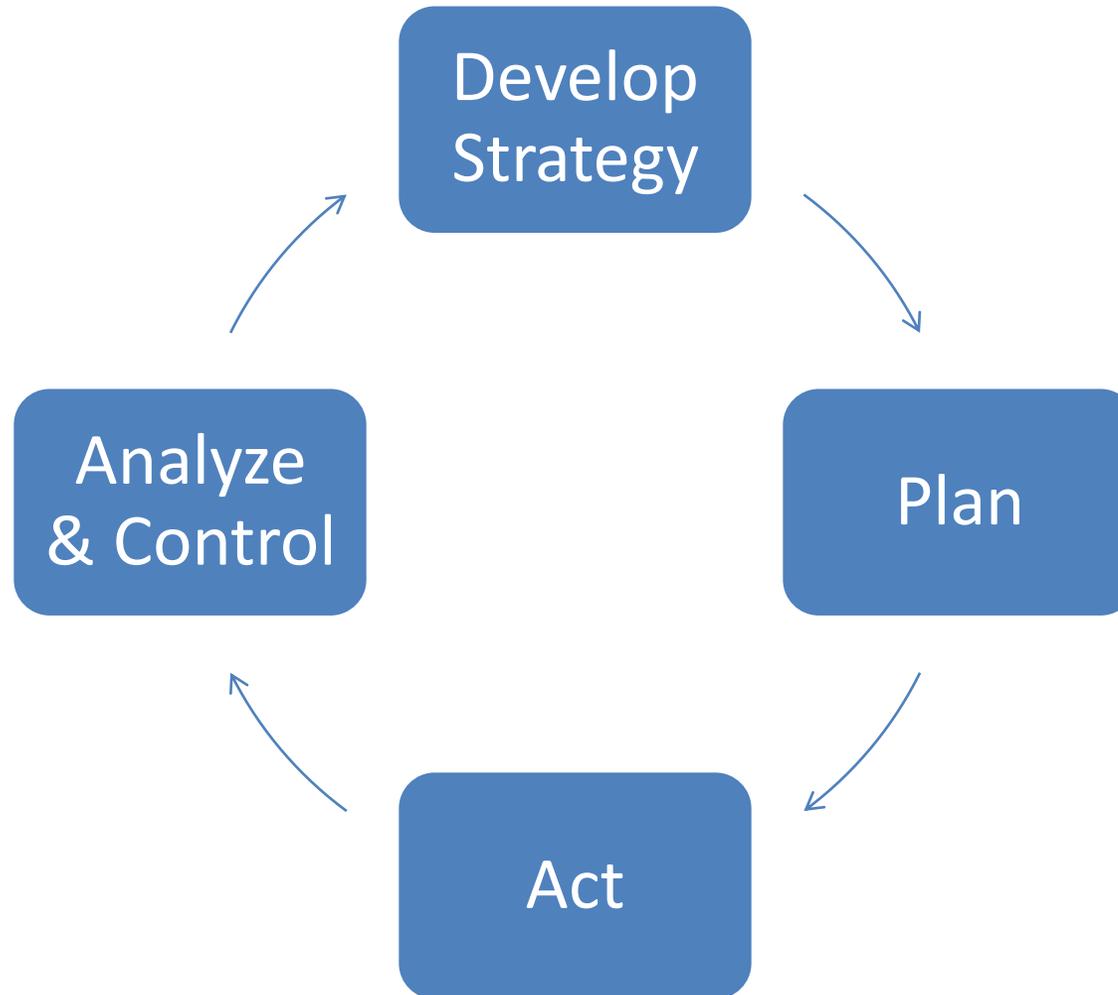
Projecting
the Future



Measuring
Performance

Dashboard: Purpose

Dashboards assist with analyzing & controlling your strategies



Dashboard: Purpose



Executive/High Level View of Data



Simplify Complex Data



Track KPIs and other Key Information



Finger to the Pulse



Summarize Large Amounts of Information in One Place



Identify and Correct Negative Trends

Dashboard: Data Sources



BW Queries for 3 Fiscal Years

**Expenditures,
Encumbrances &
Budget**
(FM Budget vs Actual)

Revenue
(FM Revenue Report)

Cash
(Available Cash)

Dashboard: Development & Delivery

Development

- Dashboard evolution
- Feedback needed
- Enterprise view to be used as template for customized agency views

Access & Delivery

- SCEIS login, password and appropriate roles required
- Link from website
- Working on other delivery methods

Dashboard: Access

SCEIS South Carolina Enterprise Information System
SC Department of Administration

Site Map | Privacy | Disclaimer

Home | SCEIS Help | Meetings | Calendar | News & Updates | FAQs | Links | SCEIS Logins

Home » Reporting

Reporting

The SCEIS Reporting team works closely with users to build tools that will address their needs. Numerous SCEIS reports are available to help agencies and State leaders view and analyze data to help make sound business decisions.

SCEIS reports can be found in Enterprise Central Component (ECC), BEx/Business Warehouse and Business Objects. Use the below resources to begin using SCEIS reports.

[Reporting User Group Meeting Documents \(hyperlink\)](#)

MySCEmployee

Business Objects and BEx Queries

- [List and Detailed Description of BW Reports \(LINK - large file size\)](#)
- [Master List of Business Objects Queries \(Link\)](#)
- [List of Business Objects Queries: Finance \(Link\)](#)
- [List of Business Objects Queries: HR/Payroll \(Link\)](#)
- [List of Business Objects Queries: Materials Management \(Link\)](#)

HR Dashboard

[Access to HR Dashboard via Business Objects \(Link\)](#)

Finance Dashboard

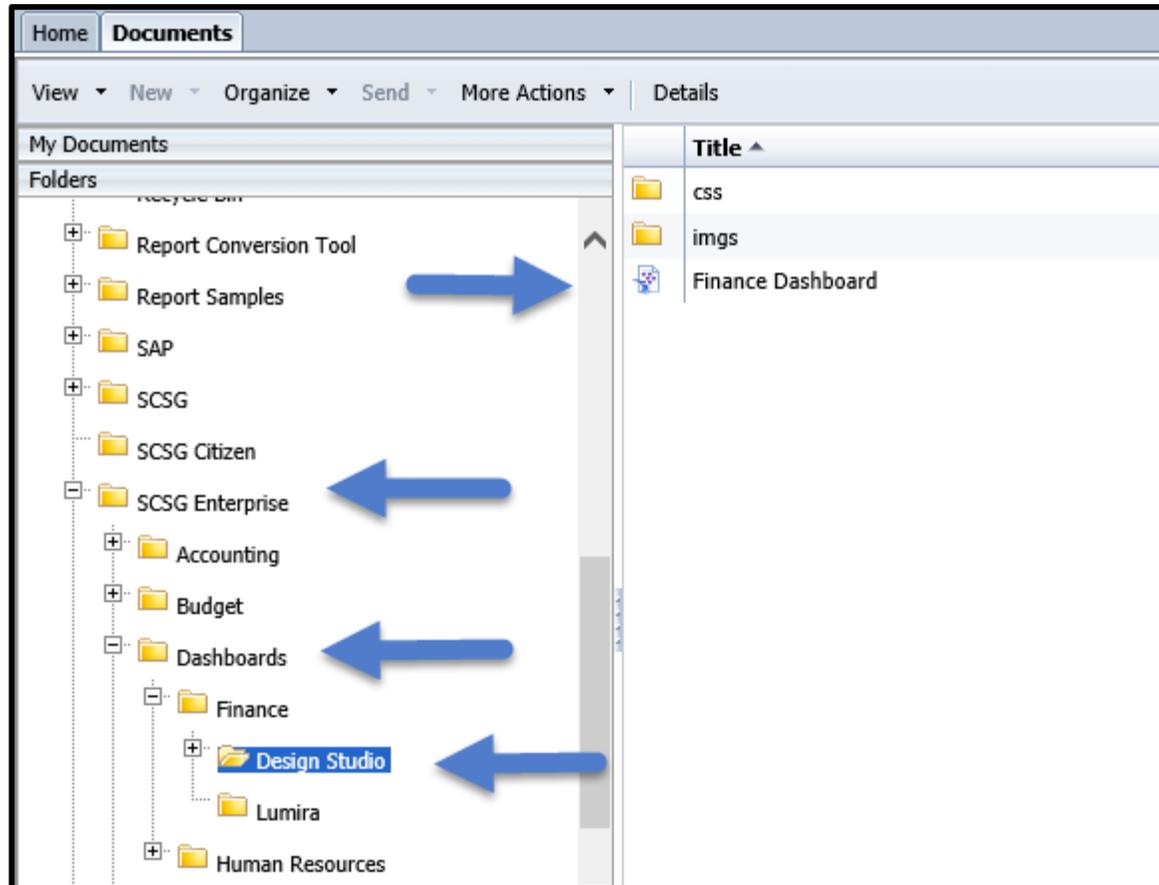
[Access to Finance Dashboard via Business Objects \(Link\)](#)

admin
THE SOUTH CAROLINA DEPARTMENT of ADMINISTRATION

INSPECTOR GENERAL'S FRAUD HOTLINE
(State Agency fraud only)
1-855-SCFRAUD
or
1-855-723-7283

Dashboard: Access

Location in Business Objects



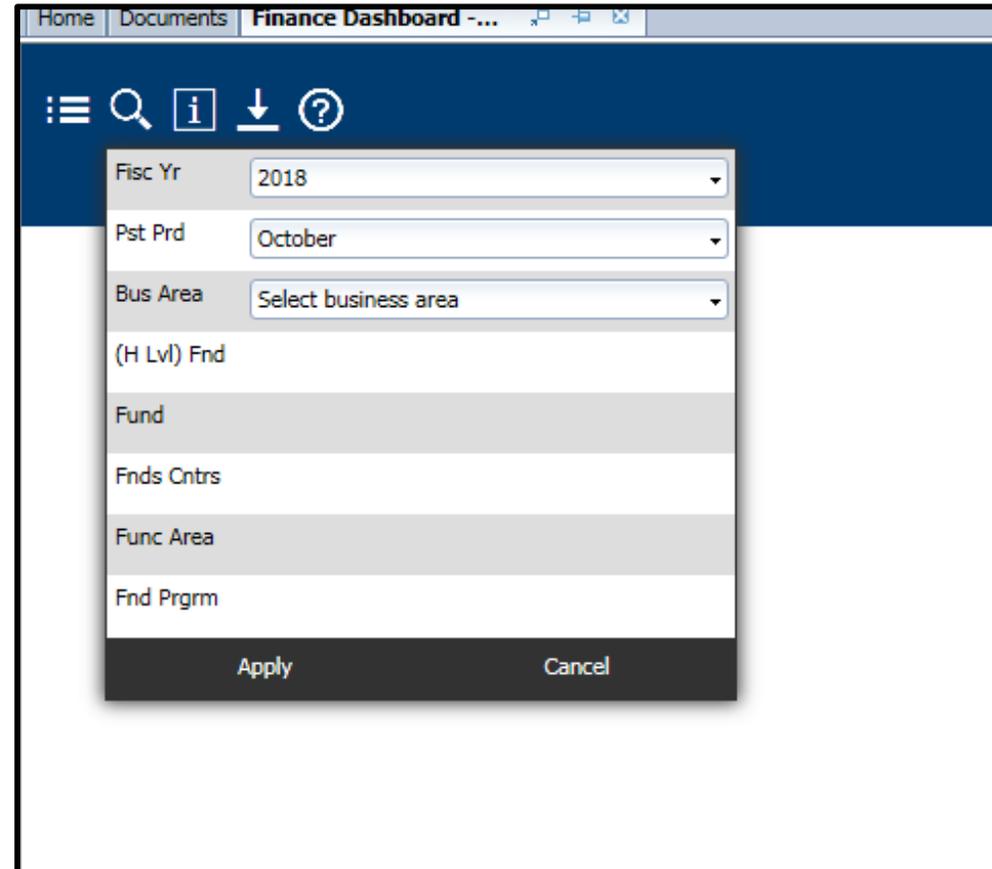
Dashboard: Overview

The screenshot shows a web browser window displaying the 'Finance Dashboard' application. The browser's address bar shows 'Home Documents Finance Dashboard -...'. The application header includes the 'SCEIS' logo and a user welcome message: 'Welcome: JOHN TAYLOR | Applications | Preferences | Help menu | Log off'. The main content area is titled 'Finance Dashboard' and features a sidebar with several filter dropdowns: 'Fisc Yr' (set to 2018), 'Pst Prd' (set to October), 'Bus Area' (set to 'Select business area'), '(H Lvl) Fnd', 'Fund', 'Fnds Cntrs', 'Func Area', and 'Fnd Prgrm'. At the bottom of the sidebar are 'Apply' and 'Cancel' buttons. A central message box titled 'Finance Dashboard Message' contains the following text: 'To begin, a **Business Area** must be selected. Once selected the optional filters will be populated. Clicking **(H Lvl) Fund, Fund, Fnds Cntrs, Func Area, and Fnd Prgrm**, will open a multi-selection box with various values. Multiple values can be selected while holding the **Ctrl** (control) key and clicking with the **LMB** (Left Mouse Button). When done with your selections click on the Apply button.' A 'Dismiss' button is located at the bottom right of the message box. The footer of the application displays 'SCEIS', 'Powered by SCEIS for South Carolina government employee use.', and 'SC.gov'.

Dashboard: Overview

Filters:

- Posting Period
- High Level Fund
- Fund
- Fund/Cost Center
- Functional Area
- Funded Program



The screenshot shows a web browser window with the title "Finance Dashboard - ...". The browser's address bar shows "Home Documents Finance Dashboard - ...". The page has a dark blue header with navigation icons: a hamburger menu, a search icon, an information icon, a download icon, and a help icon. A filter menu is open, displaying the following options:

- Fisc Yr: 2018
- Pst Prd: October
- Bus Area: Select business area
- (H Lvl) Fnd
- Fund
- Fnds Cntrs
- Func Area
- Fnd Prgrm

At the bottom of the filter menu, there are two buttons: "Apply" and "Cancel".

Dashboard: Overview

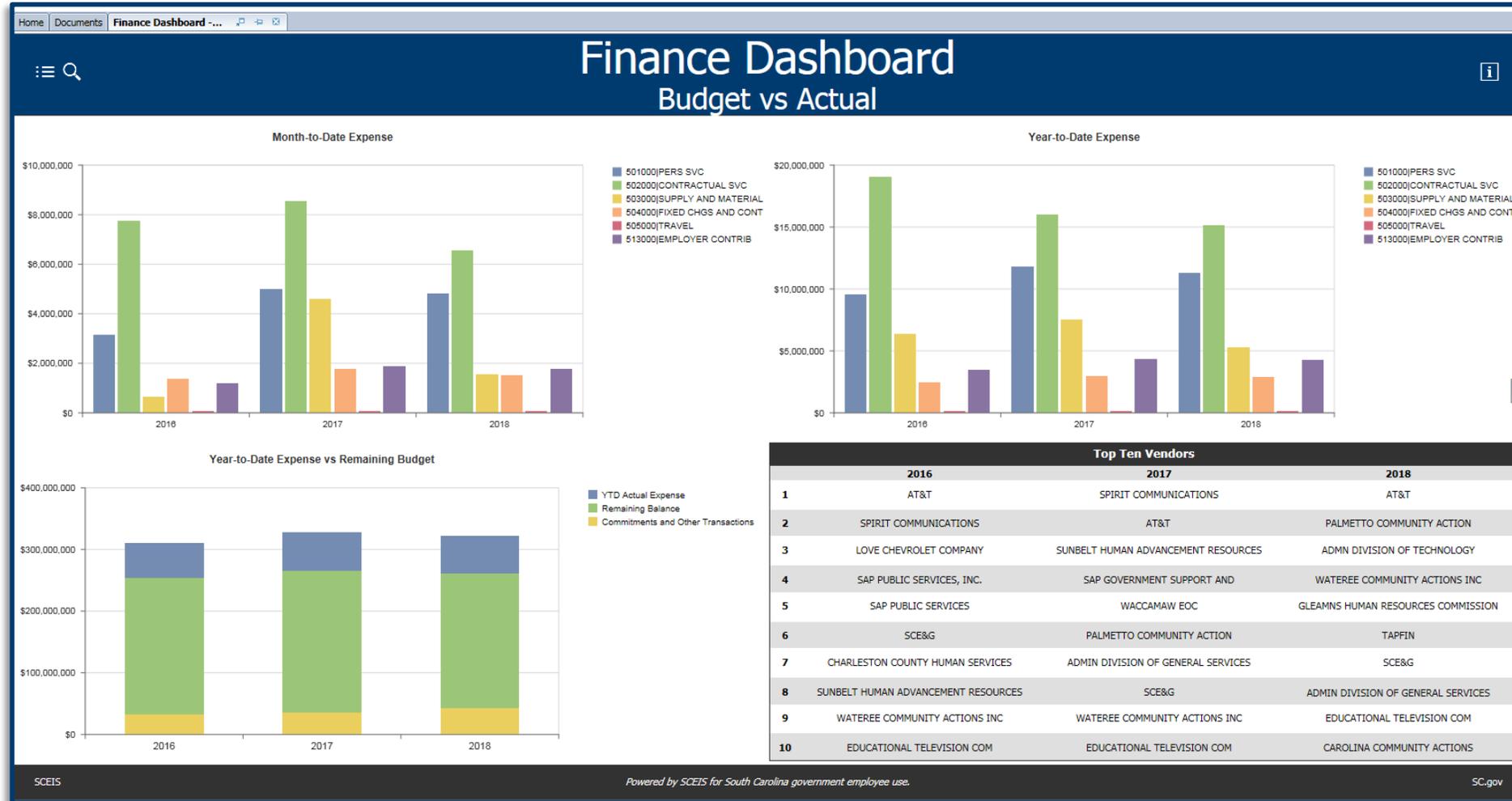
Finance Dashboard Overview									
Overall Budget					Budget vs Actual				
	2016	2017	2018		2016	2017	2018		
Orig Bud	\$277,687,327.00	\$280,459,806.43	\$293,780,061.00	YTD Exp	\$57,988,932.40	\$62,412,341.42	\$62,492,229.55	% of Bud	18.64%
Bud Adj	\$33,408,516.90	\$46,987,771.68	\$29,054,087.12	% of FY	25.00%	25.00%	25.00%	19.06%	19.36%
Curr Bud	\$311,095,843.90	\$327,447,578.11	\$322,834,148.12						
Encumbrances					Personal Services				
	2016	2017	2018		2016	2017	2018		
		\$32,668,343.37		YTD Exp	\$9,581,263.90	\$11,824,026.05	\$11,293,355.69	% of Bud	20.48%
		\$35,938,153.88		% of FY	25.00%	25.00%	25.00%	25.13%	25.58%
		\$42,867,966.18							
Cash					Revenue				
	2016	2017	2018		2016	2017	2018		
Gen Fnd	\$51,307,757.56	\$59,888,818.84	\$64,023,518.05	YTD Rev	\$18,167,262.53	\$22,550,018.32	\$26,001,180.27	% of Bud	5.84%
Fed Fnd	-\$1,263,724.71	-\$2,814,062.06	-\$5,767,695.05	% of FY	25.00%	25.00%	25.00%	6.89%	8.05%
Ermrk Fnd	\$77,018,581.75	\$102,938,139.74	\$106,053,372.04						
Rstrct Fnd	\$2,270,846.44	\$2,660,152.01	\$3,904,303.34						

SCEIS

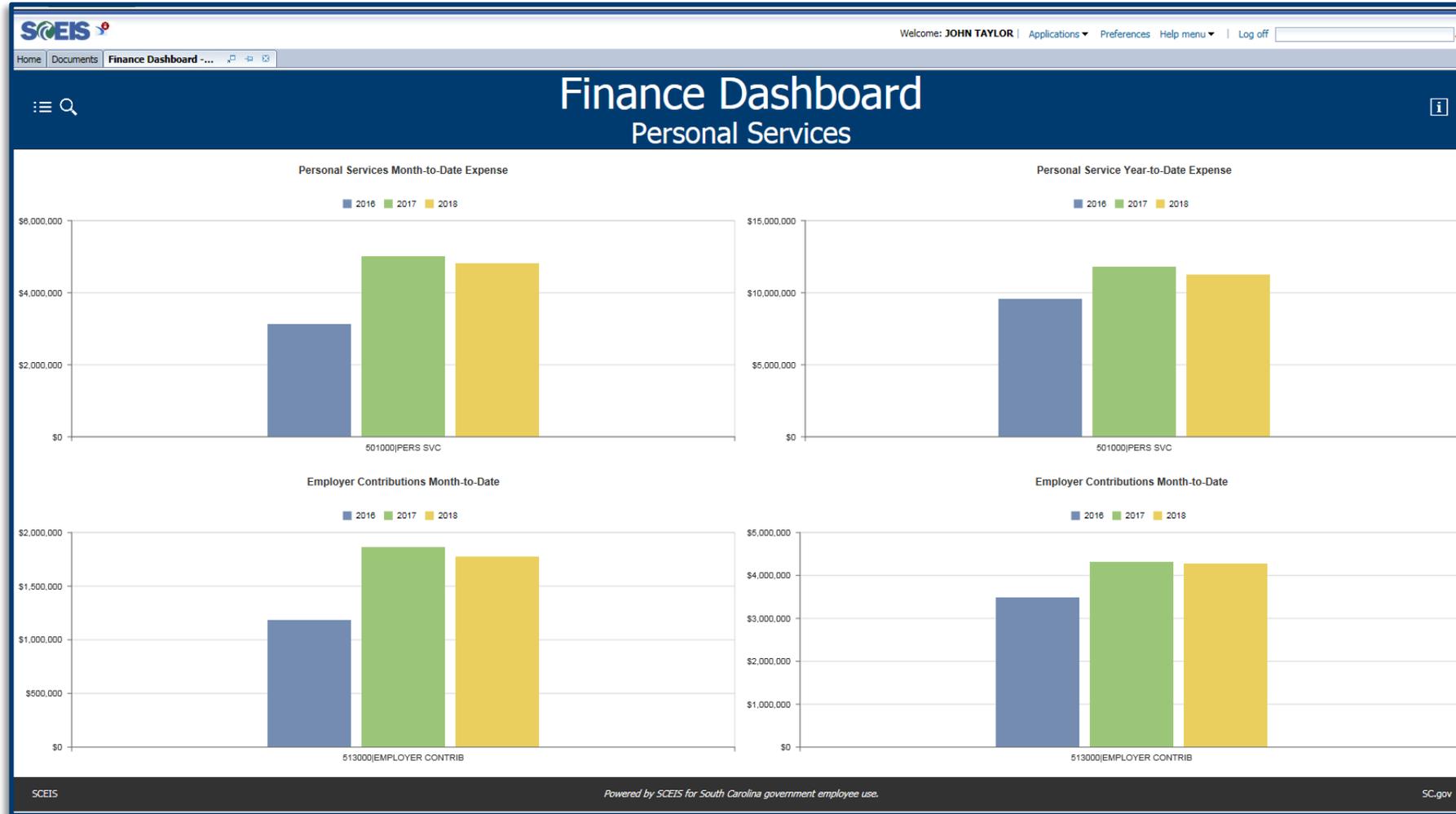
Powered by SCEIS for South Carolina government employee use.

SC.gov

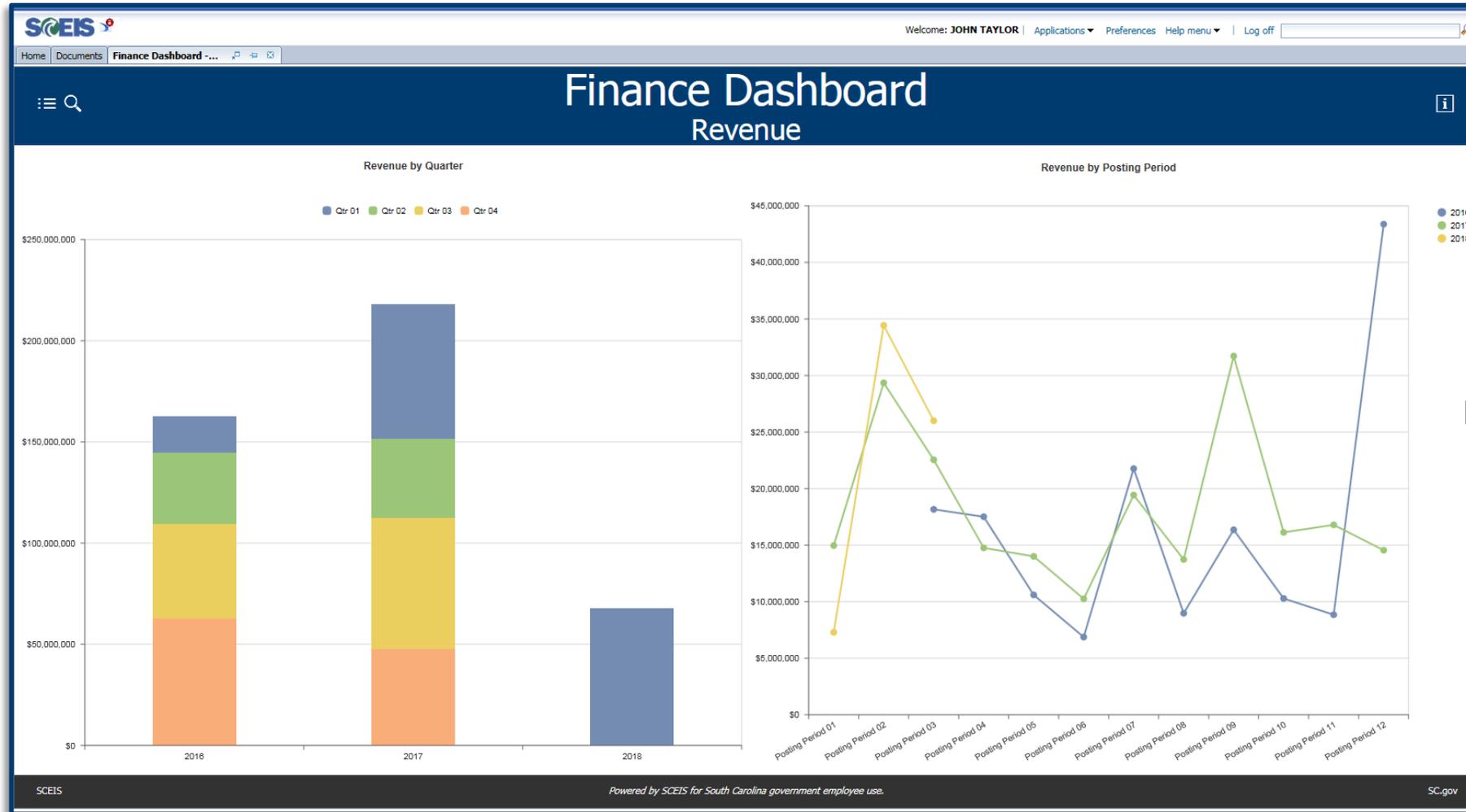
Dashboard: Overview – Budget vs Actual



Dashboard: Overview – Personal Services



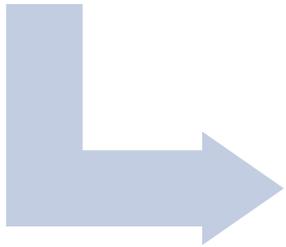
Dashboard: Overview – Revenue



Dashboard - Future Plans

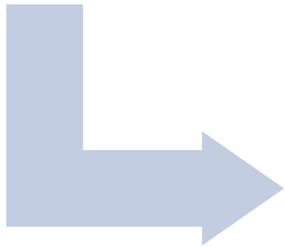
December 2017

- Dashboard into Production



January – June 2018

- Feedback and adjustments



June 2018 - Beyond

- Develop and deploy agency specific dashboards
- New delivery methods



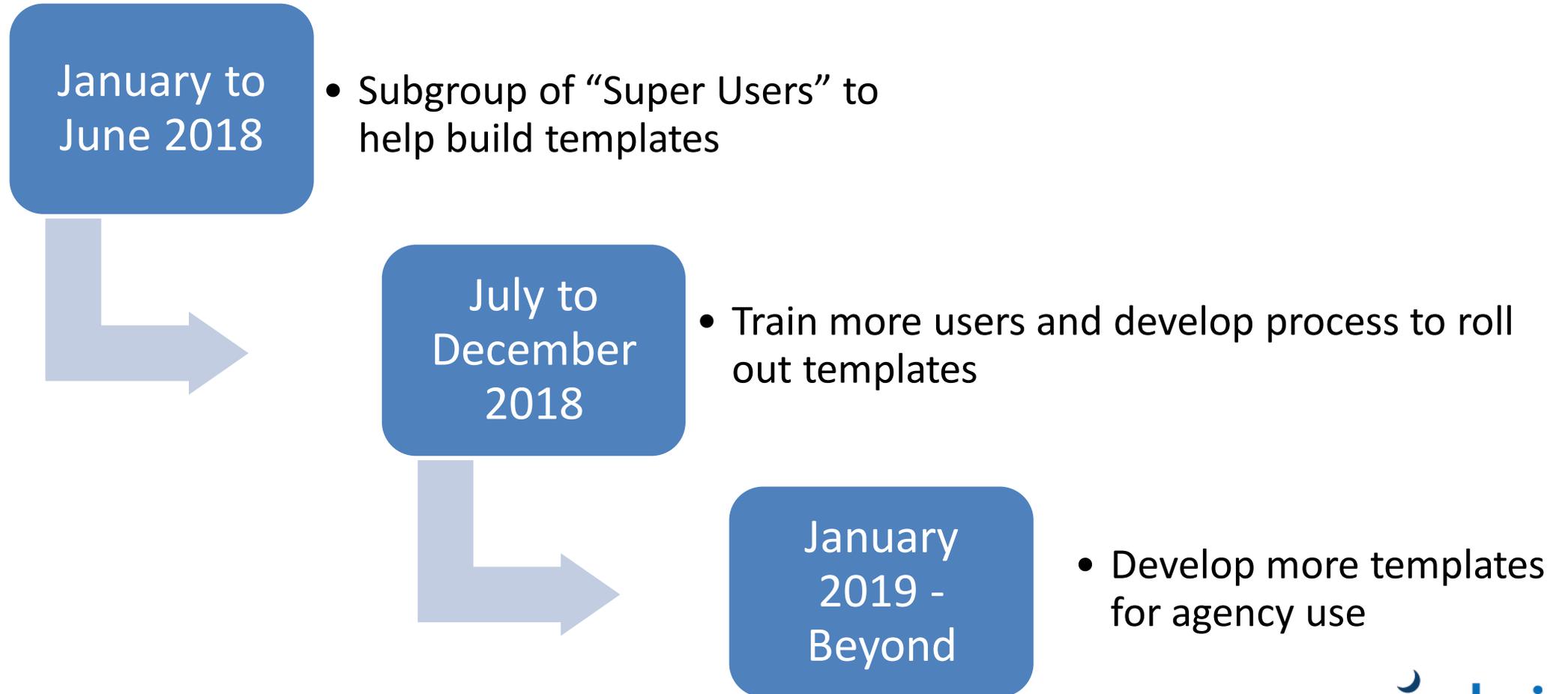
Lumira – Creating Your Own Dashboard

Learn more and see great examples at: <https://saplumira.com/>

The screenshot shows the SAP Lumira website interface. At the top left is the SAP Lumira logo. To the right of the logo are navigation links: "Solutions", "Products", "Resources", and "Why Lumira". Further right is a "Try for Free" link and a prominent yellow "Buy Lumira" button. Below the navigation bar, five key features are presented in a grid:

- CONNECT**: Represented by an icon of interlocking gears. Description: "Connect to, and prepare, any data with ease."
- VISUALIZE**: Represented by an icon of a laptop displaying a chart. Description: "Quickly create powerful visualizations."
- DISCOVER**: Represented by an icon of a network diagram with a magnifying glass. Description: "Uncover hidden trends and patterns in data."
- COMMUNICATE**: Represented by an icon of a network diagram with a central node. Description: "Easily share stories to convey business insight."
- EMPOWER**: Represented by an icon of a lightbulb inside a cloud. Description: "Arm your stakeholders with trusted intelligence."

Lumira – Rollout



Enterprise Information Management Updates



Updates

Mission

- Business Intelligence, Reporting & Data Solutions
- Data Ambassadors

Team

- Kelly & Kelsey – Analysts
- Eric – Programmer
- Abhilash & John - Consultants

Current Major Projects

- Lumira & Design Studio Implementation
- SQL Server Implementation and Use
- RUG Meetings & Workshops
- Continued Agency Support

Communications

- New Contact Management Process
- Feedback via Surveys
- Working to Keep Website Up-to-date with handouts, presentations and updates

Note: Despite logos all examples use Department of Administration data

Components of BI

“A set of techniques and tools for the acquisition and transformation of raw data into meaningful and useful information for business analysis purposes“

- Wikipedia



Enterprise Information Management

Enterprise
Information
Management

Guidelines for how we gather,
structure, cleanse, validate and
manage the data that we have

Reporting

Reporting

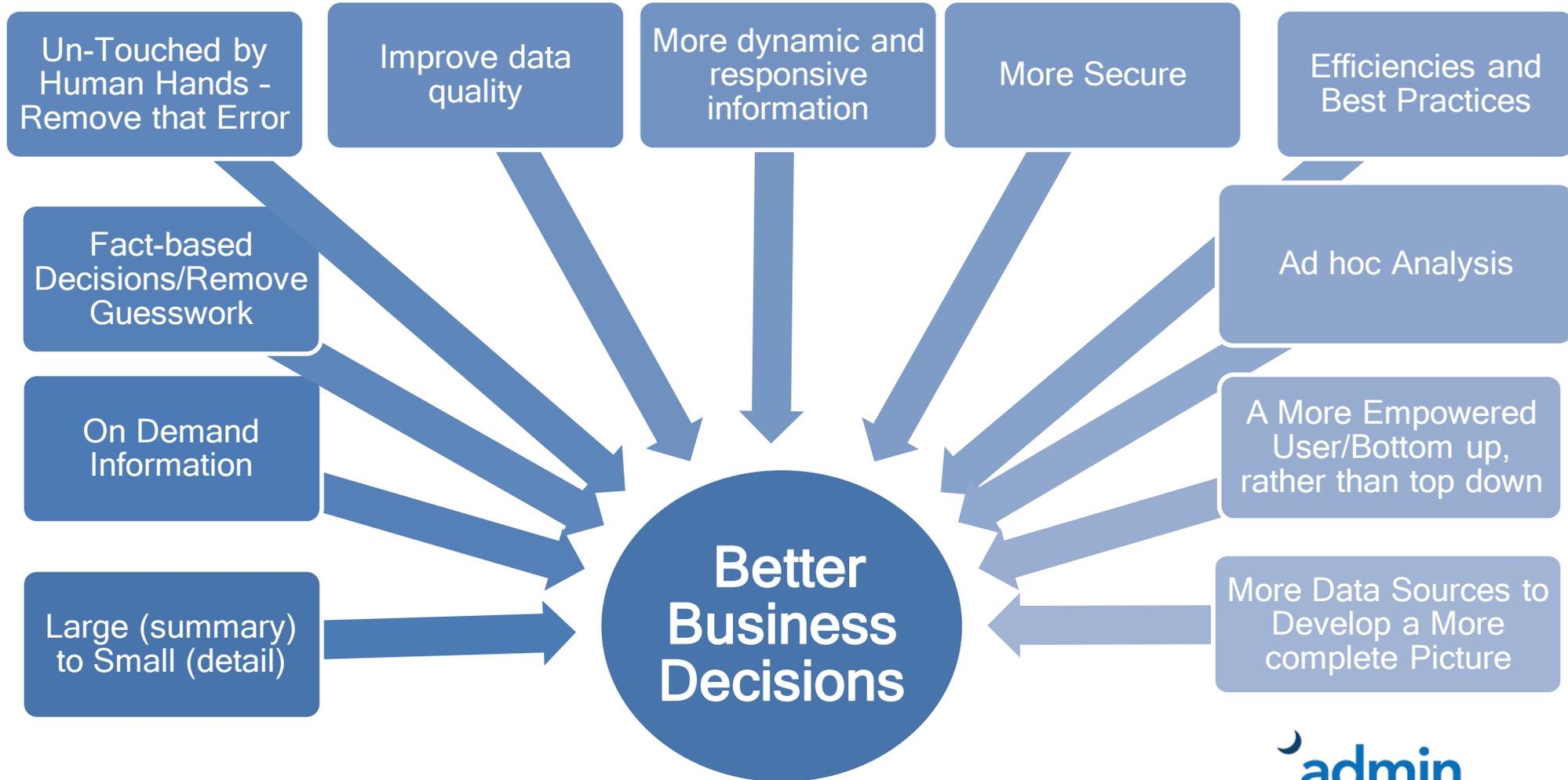
Using available tools to give you the information that you need, when you need it and in the format that you need it in with relative ease and flexibility

Analytics

Analytics

Proactively
engaging your data

Reasons for EIM and Business Intelligence

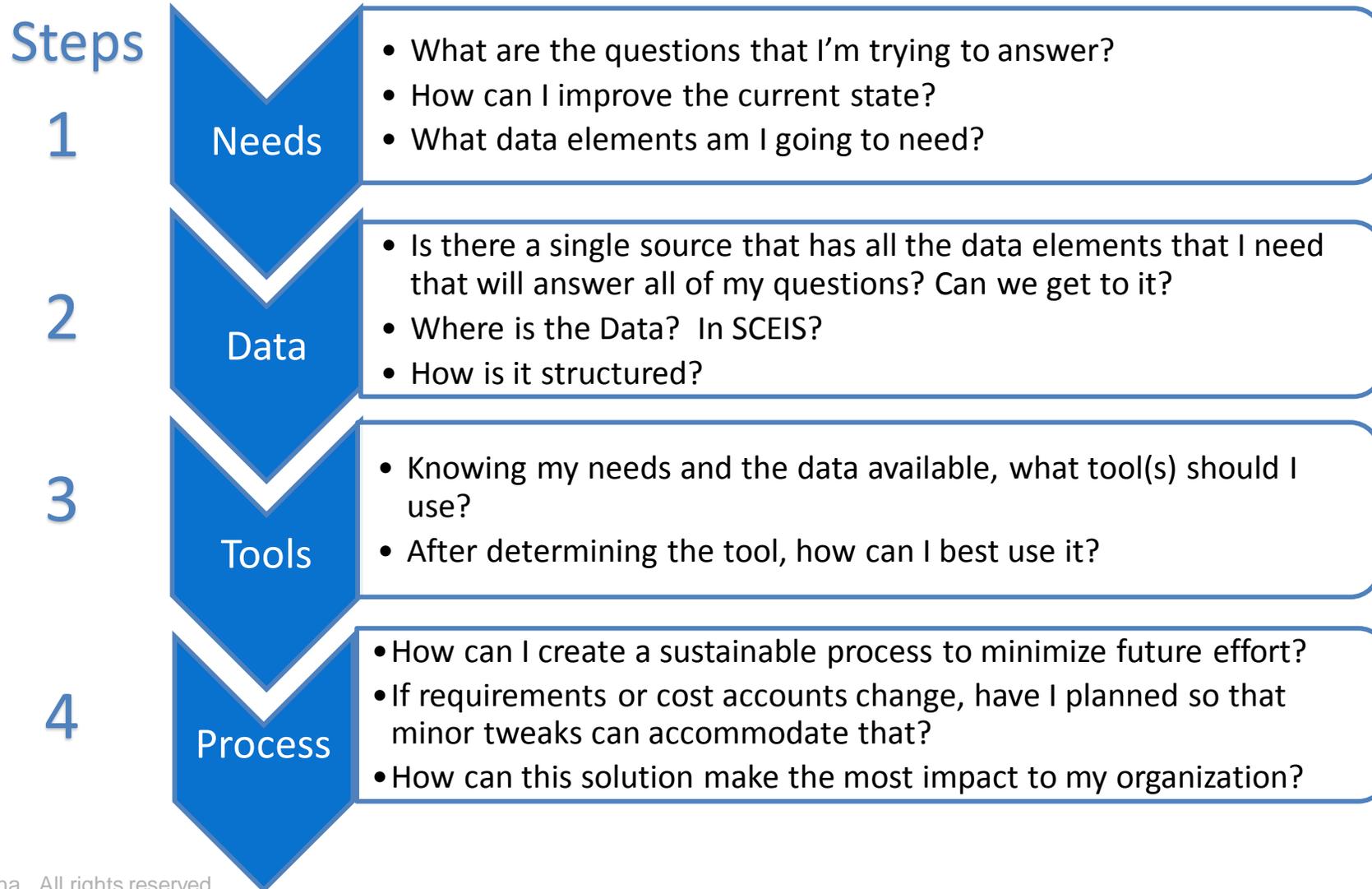


How You Make Decisions Is More Important Than What you Decide



Lathan, Ann. "12 Reasons Why How You Make Decisions Is More Important Than What You Decide." forbes.com. Forbes Media LLC, 15 Nov. 2015. Web. 2 Nov. 2015.

The Reporting Process



Simplifying Your Information



Filter, Link &
Control



Hide
Nonessential
Information



Highlight
Essential
Information



Use
Templates



Build it Right
the First
Time



Simplifying Your Data

SOUTH CAROLINA DEPARTMENT OF EDUCATION		Contracts and Contract PO's									
ed.sc.gov		Run Date: 12/4/17									
Contract #	Contract Name	Vendor #	Vendor	Valid From	Valid To	Contract Type	Header Release Value	Header Target Value	Amount Left on Contract	% Left On Contract	
	BLANKET BOND	7000212131	HUB INTERNATIONAL MIDWEST LIMITED							67.49%	
	ND SOFTWARE	7000230108	TOBIAS INTERNATIONAL INC							26.21%	
5400010	URVEY AND EDUCATION	7000232230	FAMILYCORPS							69.66%	
5400011198	IN CONTROLLER S/REPLACE	7000025472	SIMMONS IRRIGATION SUPPLY INC							4.61%	
5400011235	RFX Number=5400011198		IT PROPHETS LLC							82.47%	
5400011244	Contract=4400012780 Plant=Dept of Administration		SHI INTERNATIONAL CORP							0.00%	
5400011293	RFX Name=IRRIGATION CONTROLLER UPGRADES/REPLACE Purchasing Group=Department of Administration 785		EITS - ENTERPRISE IT SOLUTIONS LLC							0.00%	
5400011497	Vendor=SIMMONS IRRIGATION SUPPLY INC Valid From=3/29/2016 12:00:00 AM		UNITED REFRIGERATION INC							0.00%	
	Valid To=12/31/9999 12:00:00 AM Document Type=Agency Value Cont. Plant - Key=DA01										

Highlight Contracts with less than 5% Remaining and Link to POs

1. 2 data sources (BEx Queries) and 2 tables of information - Current Contracts & PO's by Contract in 1 report
2. Create 2 tables (one for contract overview and one for PO's view)
3. Highlight contracts with less than 5% remaining using conditional formatting
4. Link Contract Info source to PO's by Contract source using element linking by choosing one contract.
5. Choose other layouts on other tabs

Simplifying Your Data

Contracts and Contract POs

Run Date: 12/4/17

Layout 1 - with PO Line Item#

Selected contract from contract overview then filters overview table and PO table

RFX Number	Contract #	Vendor	Valid From	Valid To	Contract Description	Agency Value Cont.	Agency Value Cont.	Agency Value Cont.	% Left On Contract
5400011497	4400013086	UNITED REFRIGERATION INC	5/17/16	12/31/99	Agency Value Cont.	\$35,811.60	\$35,811.60	-	0.00%

Contract	PO Number	PO Header Description	PO Line Item #	PO Line item Description	PO Created on	Net price	Order quantity	PO Amount (Total Released Value)	Net Invoiced Value	
4400013086	4600493632	18K BTU SPOT COOLERS	1	OCEAN AIRE WATER SOURCE COOLERS -18K BTU	5/24/16	\$3,581.16	6	\$21,486.96	\$21,486.96	
4400013086		18K BTU SPOT COOLERS	2	OCEAN AIRE WATER SOURCE COOLERS -18K BTU	5/24/16	\$3,581.16	4	\$14,324.64	\$14,324.64	
	4600493632							\$35,811.60	\$35,811.60	
Sum:								10	\$35,811.60	\$35,811.60

Simplifying Your Data

SOUTH CAROLINA DEPARTMENT OF EDUCATION
ed.sc.gov

Contracts and Contract PO's

Run Date: 12/4/17

RFX Number	Contract #	Contract Name	Vendor #	Vendor	Valid From	Valid To	Ag
5400011497	4400013086	18K BTU SPOT COOLERS	7000099296	UNITED REFRIGERATION INC	5/17/16	12/31/99	Ag

Contract	PO Number	PO Header Description	PO Cre
4400013086	4600403632	18K BTU SPOT COOLERS	5/24/16

Layout 2 - without PO Line Item# - Same report, different layout - data summarized by data elements in table.

By duplicating the first tab, and simply removing the line item information, BusinessObjects summarized the information to the PO header level

contract with PO Items | **Contract with PO** | Track C

% Left On Contract: 0.00%

Net Invoiced Value: \$35,811.60

Simplifying Your Data

Even though plant information isn't contained in the table, you can still add an input control and filter contracts by associated plants

Input Controls

Use input controls to easily (takes seconds to create) filter one tab, one table or all tabs and tables with information in the reports or not in the report.

Vendor	Valid From	Valid To	Contract Type	Header Release Value	Header Target Value
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Simplifying Your Data

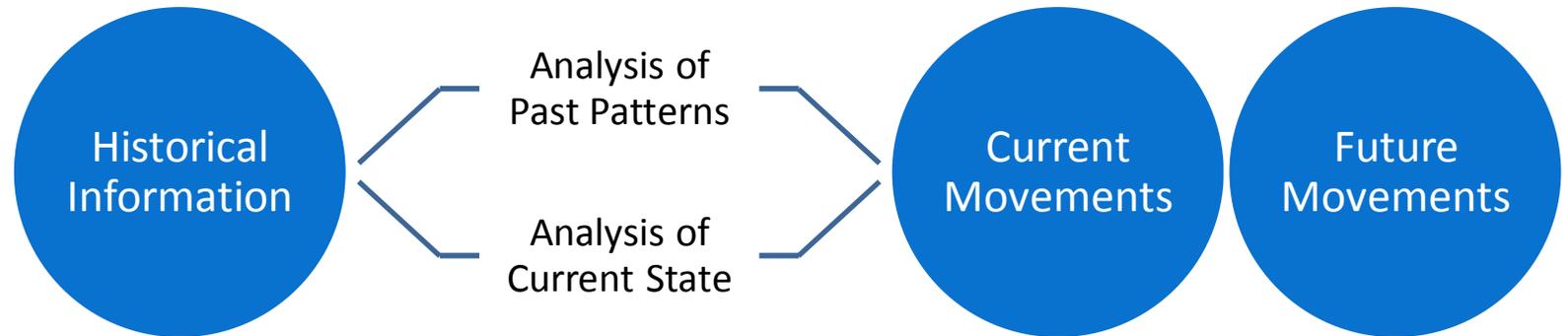
Execution Date 10/4/17

G/L Account	G/L	Unemployment Compensation (01)	Injury (02)	Nonmajor Enterprise (03)	Total of Columns 01 thru 03 (04)	Internal Service Funds (05)
[-] Fund - Balance Sheet - Proprietary	ZFBP	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
[-] ASSETS	ZFBP15	<u>586,461,856.82</u>	<u>189,911,897.94</u>	<u>334,682,094.25</u>	<u>1,111,055,849.01</u>	<u>1,567,552,092.17</u>
[-] Current assets:	ZFBP16	<u>586,461,856.82</u>	<u>189,911,897.94</u>	<u>123,999,045.66</u>	<u>900,372,800.42</u>	<u>1,014,726,097.64</u>
⊕ Cash and cash equivalents	ZFBP18	<u>476,600,214.32</u>	<u>82,773,386.73</u>	<u>33,399,154.93</u>	<u>592,772,755.98</u>	<u>722,674,671.02</u>
⊕ Investments	ZFBP19	<u>9,658,135.12</u>	<u>106,173,358.88</u>	<u>84,111,299</u>	<u>199,942,793</u>	<u>1,216,756.15</u>
⊕ Invested securities lending collateral	ZFBP20	<u>52,578.38</u>	<u>578,002.17</u>	<u>2,908.67</u>	<u>633,489.22</u>	<u>7,826,121.49</u>
⊕ Receivables, net:	ZFBP17	<u>100,150,929</u>	<u>387,150.16</u>	<u>3,395,845</u>	<u>103,933,924.16</u>	<u>233,968,497.17</u>
⊕ Due from Federal govt. and other grantors	ZFBP31	<u>0</u>			<u>0</u>	
⊕ Due from other funds	ZFBP32	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>17,391,995.59</u>
⊕ Due from other component units	ZFBP33					<u>10,168,889</u>
⊕ Inventories	ZFBP35			<u>2,213,780.06</u>	<u>2,213,780.06</u>	<u>3,108,058.22</u>
⊕ Restricted assets:	ZFBP36			<u>0</u>	<u>0</u>	

Trend Analysis & Projections

Complete YTD for Previous FY and through November for Current FY		YTD (July - November)	
FY	YTD Actual Expense	FY	YTD Actual Expense
2016	\$46,719,258	2016	\$18,444,789
2017	\$56,386,298	2017	\$19,872,466
2018	\$23,121,639	2018	\$22,095,577

MTD (November)	
FY	YTD Actual Expense
2016	\$1,474,560
2017	\$1,882,824
2018	\$3,408,208



Trend Analysis & Projections



South Carolina Department of Administration

Fiscal Year: 2018

Estimated Cash Balances as of 11/30/17

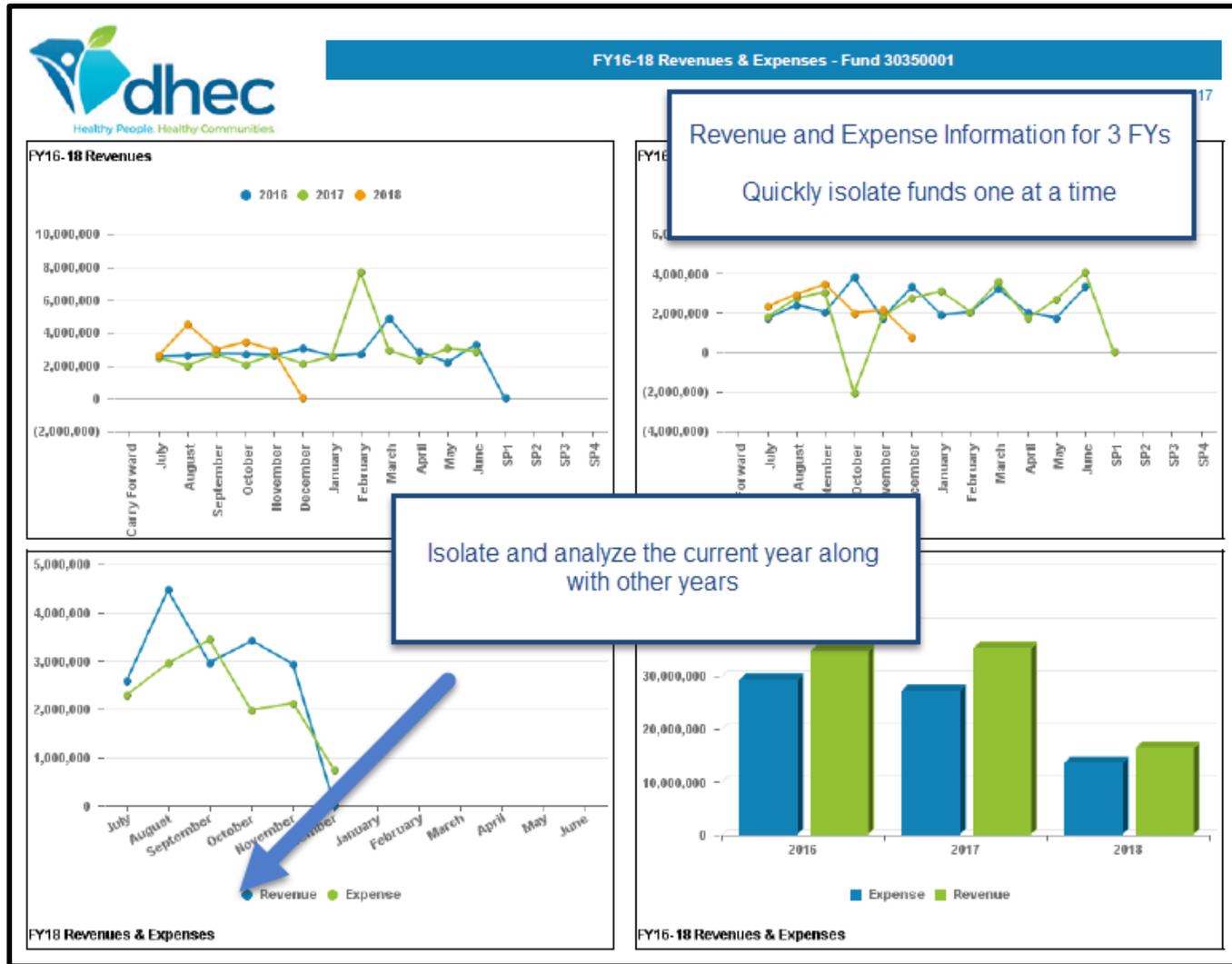
Fund	Current					Estimated Remainder of Year				Current Year Totals		Prior Year Totals	
	Brought Forward	Expended To date	Reimbursed To date	Transfers In/Out	Current Balance	Encumbered		Revenue Expected	Estimated Balances 6/30/18	Expected Expense	Expected Revenue	FY 17 Expenses	FY 17 Revenues
						Other Operating	Encumbered Personnel Services						
10010000	GENERAL FUND												
10010021	GENERAL FD - C/F												
28230000	INDIRECT COST REC												
28370000	GENERAL REVENUE												
30240000	HR-PR DEFAULT												
30267000	PR LIABILITIES - SAP												
30350001	OP REV- INT SERV FD												
30370000	SPECIAL DEPOSITS												
30370036	WIRELESS TOWER												
30370038	800 MHZ RE-BANDING												

Current Year ACTUALS

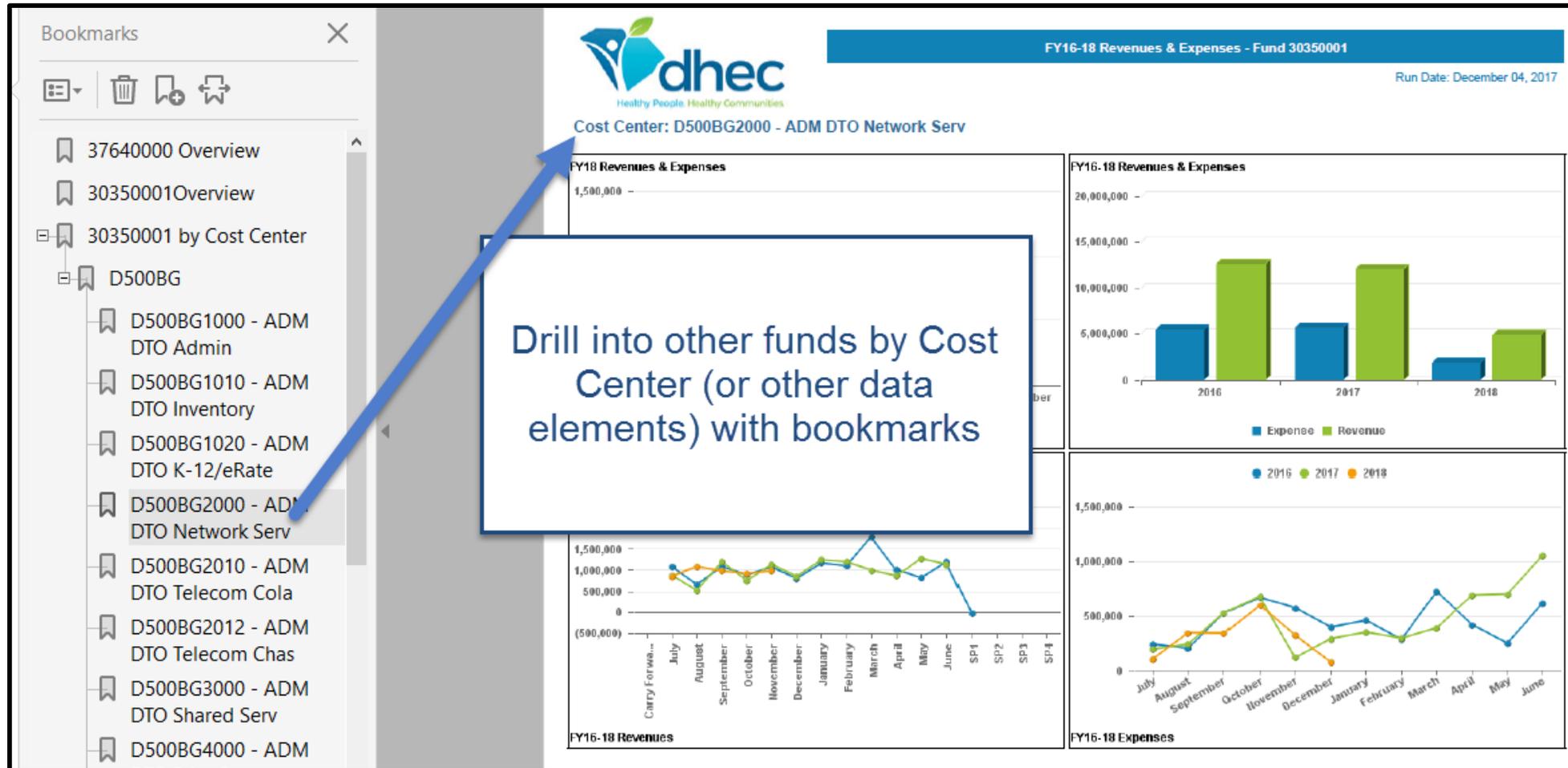
PROJECTED expenses (by other operating and personnel services) and revenue based on commitments and actuals by commitment items

Prior Year ACTUALS vs Expected Totals (based on ACTUALS and PROJECTIONS)

Analyzing, Presenting and Communicating Your Information



Analyzing, Presenting and Communicating Your Information



Drill into other funds by Cost Center (or other data elements) with bookmarks

Analyzing, Presenting and Communicating Your Information

Bookmarks

- 37640000 Overview
- 30350001 Overview
- 30350001 by Cost Center
- 30670000 by Cost Center
- 30350001 Budget Vs. Expense
- 37640006 Budget Vs. Expense

FY18 - Budget vs Expense - Fund 30350001
Run Date: December 04, 2017

Fund Center	Current Budget	Expense	Revenue
D500BG1000 - ADM DTO Admin	\$4,222,712.00	\$2,313,277.26	\$424,227.79
D500BG1010 - ADM DTO Inventory	-	\$41,693.85	-
D500BG1020 - ADM DTO K-12/eRate	\$450,231.00	\$171,663.82	-
D500BG2000 - ADM DTO Network Serv	\$6,663,114.00	\$1,785,166.92	\$4,797,256.24
D500BG2010 - ADM DTO Telecom Cola	-	\$313,968.05	\$337,998.34
D500BG2012 - ADM DTO Telecom Chas	-	\$3,518.57	\$10,667.50
D500BG3000 - ADM DTO Shared Serv	\$26,605,992.00	\$6,541,388.87	\$10,038,684.45
D500BG4000 - ADM DTO Print Serv	\$2,106,418.00	\$1,062,337.64	\$605,555.49
D500BG5000 - ADM DTO IT Plan & Ad	\$1,075,270.00	\$391,095.38	-
D500BG6000 - ADM DTO 800 MHz	-	\$21,293.37	\$99,172.65
D500BG7000 - ADM DTO Office Mgmt	\$1,575,224.00	\$450,107.63	\$61,193.20
	\$1,505,000.00	\$452,610.36	-

Expenditures	Current Budget	Expense	Remaining Budget
D500BG1000 - ADM DTO Admin	\$1,223,949.00	\$556,874.14	\$667,074.86
	\$441,000.00	\$182,532.89	\$258,467.11
	-	\$576,943.47	(\$576,943.47)
	-	\$924,677.91	(\$924,677.91)
	-	\$3,672.00	(\$3,672.00)
	\$2,557,763.00	-	\$2,557,763.00
	-	\$76,758.09	(\$76,758.09)
	-	\$5,988.76	(\$5,988.76)
	-	(\$14,170.00)	\$14,170.00
D500BG1000 - ADM DTO Admin	Sum:	\$4,222,712.00	\$2,313,277.26
			\$1,909,434.74

Budget, Expense, Revenue by Cost Center

Budget, Expense, Balance by Cost Center with G/L Summary

In one report, have trend analysis overviews and current FY (or previous FY) information in table form

Starting a Project

Interviews

- Who will be using this?
- What are the pain points?
- What data is missing or difficult to access?
- What do you or your stakeholders want to know, but can't find out?

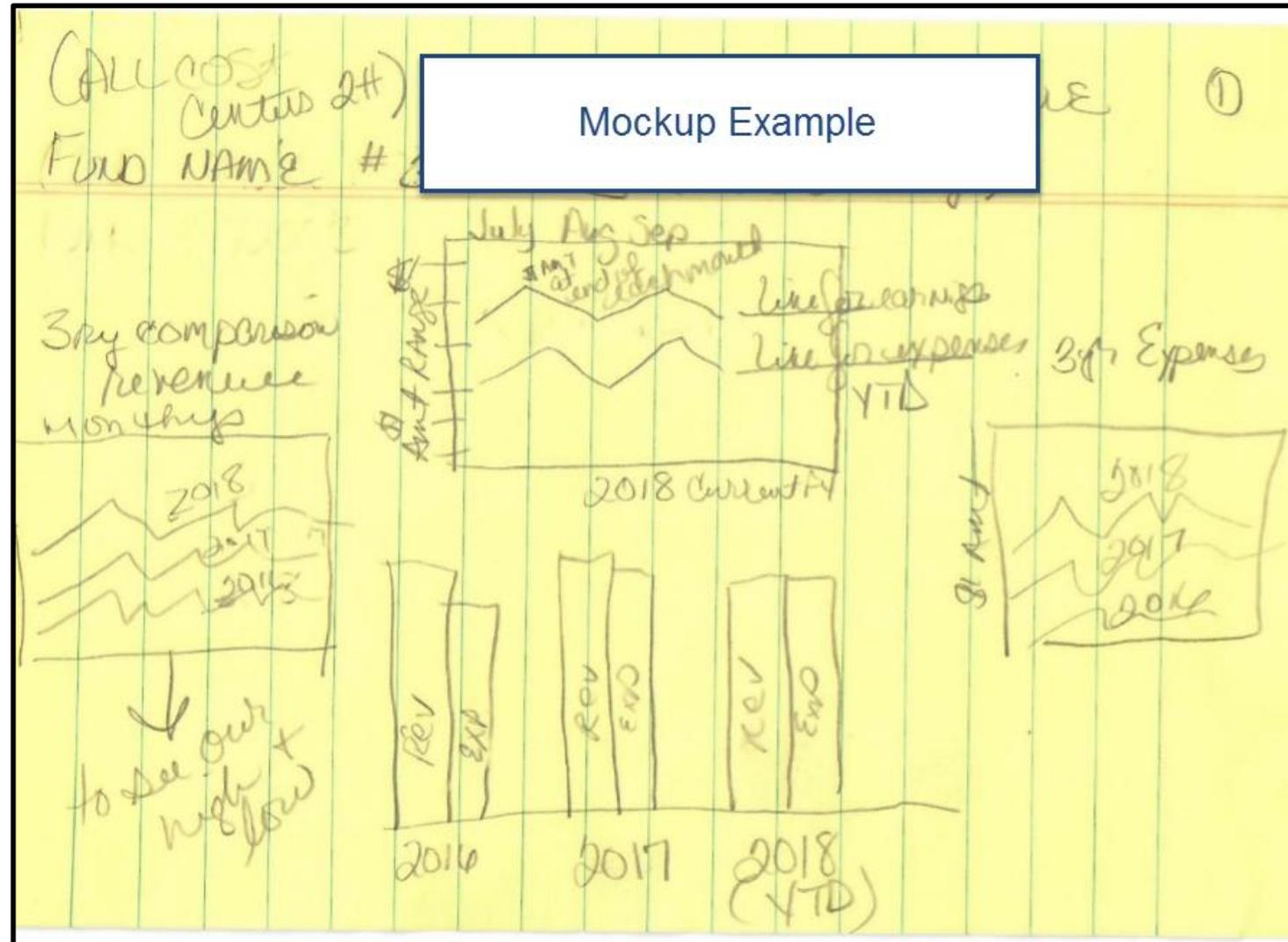
Drawing Board

- Build a diagram demonstrating workflow.
- Detail or summary information? With the detail, you can always summarize.
- What tools and tool features do I have at my disposal?
- "Inch by Inch, life's a cinch; yard by yard, life's hard"

Mock it Up

- With the purpose, data elements, data sources, techniques and end product identified, you can now begin your project.
- Reconcile
- Backup
- Improve

Analyzing, Presenting and Communicating Your Information



Distribute

Guides on SCEIS Website

Scheduled Reports

- Set reports to run automatically daily, weekly, monthly, etc.
- Send 1 reports to users inbox as PDF, Excel or CSV files

Publications

- Send 1 or more reports to users inbox as PDF, Excel or CSV files
- Create distribution lists in Excel and restrict which users see what information

Send Reports to BI Inbox

- Send actual reports for other users to run
- Great for collaboration

Customize & Distribute

Create simple distribution lists in Excel with names and emails along with information to filter the report. For example, create one report with many Cost Centers, and send information to staff for *only* their Responsible Cost Centers.



SCDOT Inventory
Page: 9 of 9 Run Date: 12/5/17

Responsible Cost Center: D500BG4000 ADM DTO Print Serv

Asset	Asset Description	Sub	Inventory No.	Serial Number	Acquisition Value	Capitalized on
150000014690	MOORE BURSTING 3600 SERIES	0	3834	6155	\$10,541.00	09/01/1982
					\$10,541.00	

Printed Name: _____ Signature: _____ Date: _____

Merging Non-SCEIS with SCEIS (Excel)

	A	Q	R
	Grant	Federal Budget	Revised Budget
106	D5001DDGRN15	\$21,000.00	\$60,000.00
107	D5001DDGRN15	\$75,000.00	\$25,000.00
108	D5001DDGRN15	\$16,000.00	\$500.00
109	D5001DDGRN15	\$25,000.00	\$1,000.00
110	D5001DDGRN15	\$35,000.00	\$75,000.00
111	D5001DDGRN15	\$72,000.00	\$8,000.00
112	D5001DDGRN15	\$40,000.00	\$275,000.00
113	D5001DDGRN15	\$250,000.00	\$6,000.00
114		\$534,000.00	

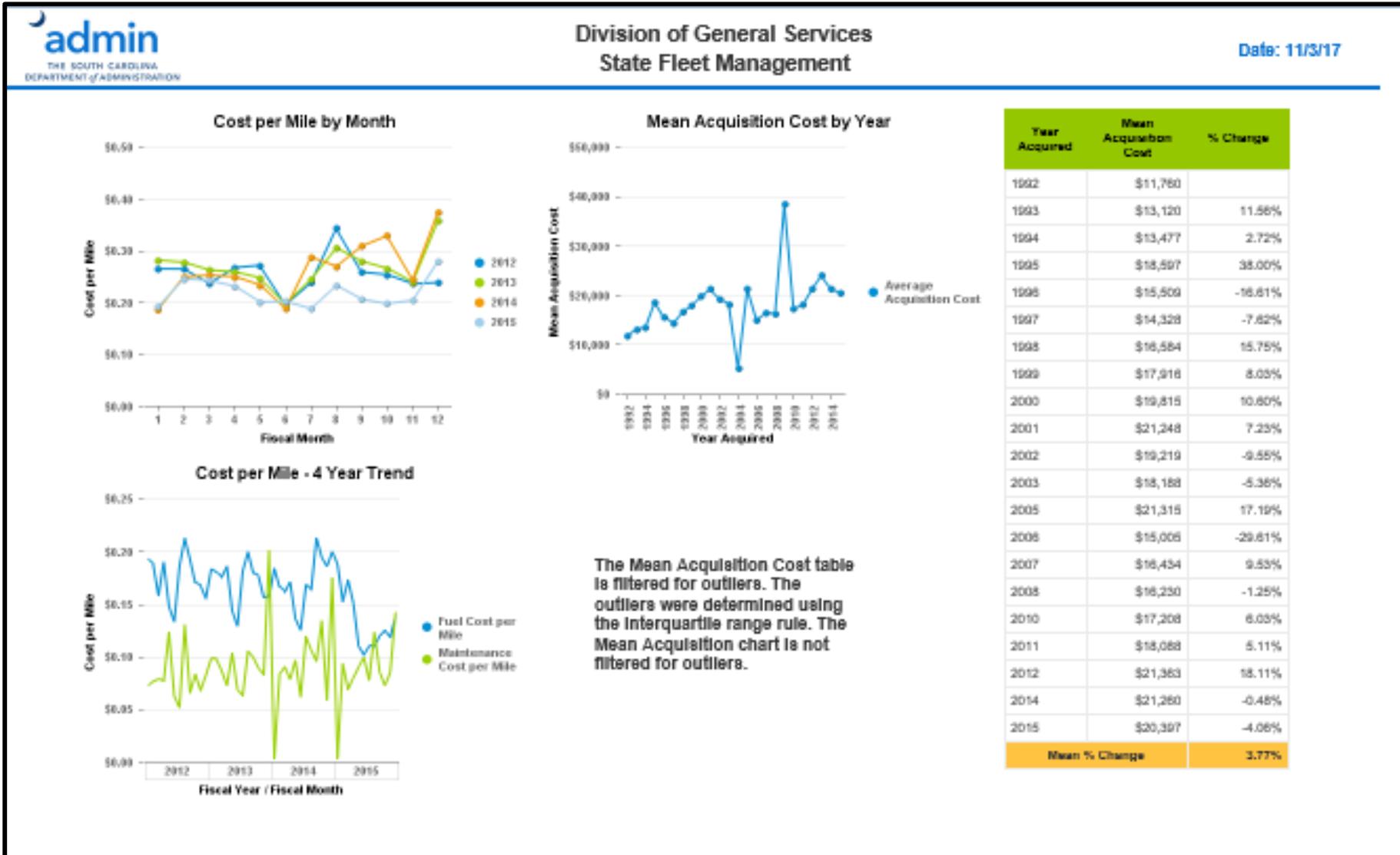
	Federal Budget	FY16 Expenditures	FY17 Expenditures	FY18 Expenditures	Total Grant Expenditures	Grant Balance	Unexpended Balance	Balance Minus Commitments
Salaries	\$21,000.00							
	\$75,000.00							
Other Operating	-							
Travel	\$16,000.00							
Fixed Charges	-							
Supplies & Materials	\$35,000.00							
Contractual Services	\$97,000.00							
Allocations	\$40,000.00							
Low Value Fixed Assets	\$250,000.00							
Case Services	-							
Sum:	\$534,000.00							

Current Fiscal Year - Internal Budget				
	Budget	FY18 Expenditures	FY18 Commitments	FY18 Balance
Salaries				
Fringes				
Other Operating				
Sum:				

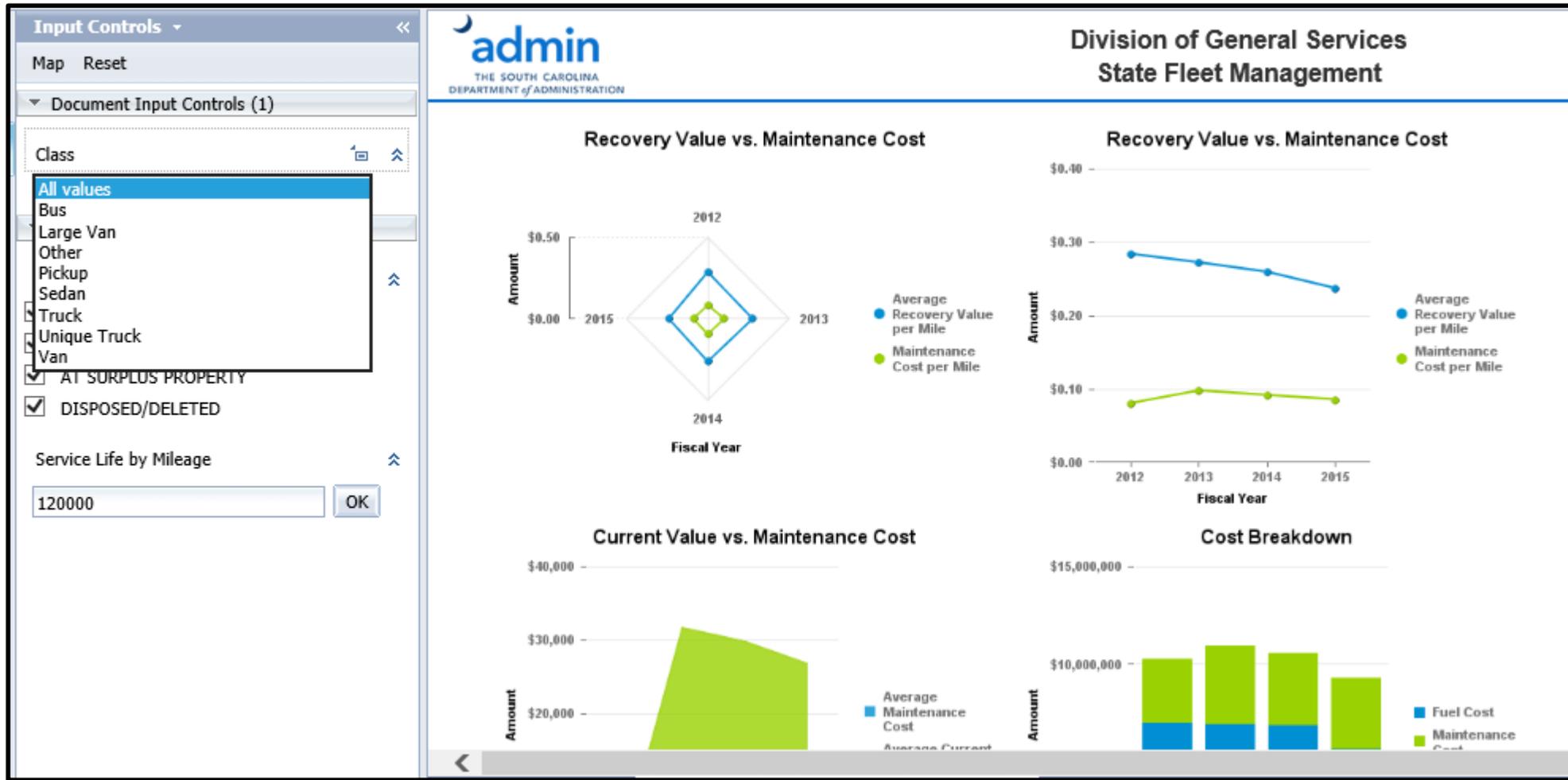
Compare Internal Data with SCEIS Data using a Spreadsheet

Spreadsheet values compared to SCEIS Actuals

EIM – Other Data Sources

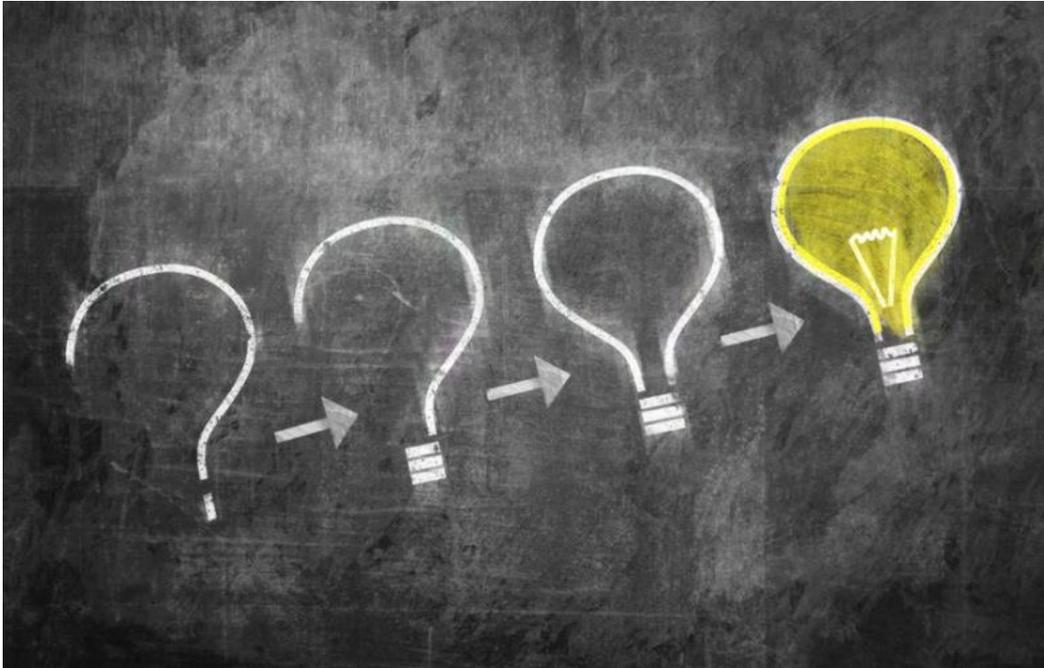


EIM – Other Data Sources



Contact Information

Questions or Comments?



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