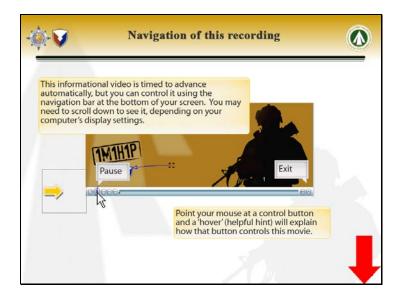
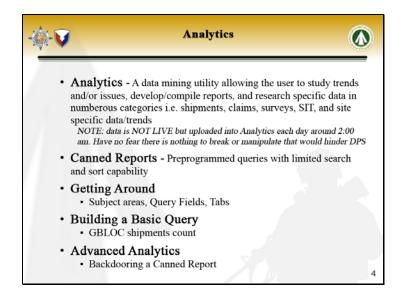


SDDC personal property is proud to present the online education series. The purpose of this series is to make program information easily available to users through the internet, to continue to standardize processes across our global infrastructure, to clarify business rules and reduce misinterpretation, and to supplement the other existing training and informational material.



This informational video is timed to advance automatically, but you can control it using the navigation bar at the bottom of your screen. You may need to scroll down to see it, depending on your computer's display settings.

Point your mouse at a control button and a "hover" (helpful hint) will explain how that button controls this movie. Closed Captions of this presentation are available by clicking the "CC" button on the bottom right of your screen if you wish to read along with the presentation.



Today's presentation will be about DPS Analytics: how to navigate through it, and the basics of how to use the system. Analytics is a data mining utility which allows the user to develop reports and find data stored for the Personal Property Program in order to gather information and look at trends. Don't hesitate to play around in DPS Analytics as there is nothing you can change or break in the system by simply looking at information. Data is uploaded into Analytics each evening, so it is not continually updated.

First, we will go over some Canned Reports which the system can generate. These canned reports are frequently used preprogrammed queries with limited search and sort capability.

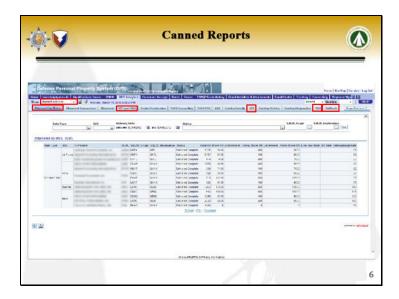
Next, we will take a look at DPS Answers within DPS Analytics to get familiar with how to navigate through this application.

With this base knowledge of DPS Answers, we will look at building a basic query by developing a GBLOC Shipment Count report.

Lastly, we will delve into some more advanced analytics and learn how to "backdoor" a Canned Report to make it more personalized.



All of the information discussed today will be found in the DPS Analytics tab of the Seibel header in DPS. This is the initial screen you see when you log into DPS. Click on this tab to enter Analytics.



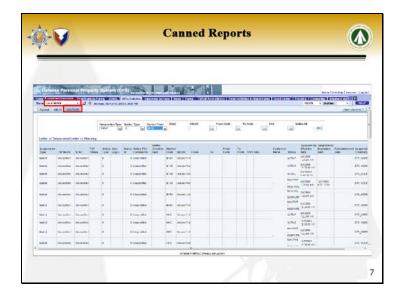
This will be the first screen you see when you enter the Analytics tab. Click on the drop down menu to see the different navigation options.

Except for DPS Answers, all of the drop-down options contain different canned reports. Explore these to see what is useable for you. The options available will vary according to user role.

Looking back at the Shipment Analytics screen, the default screen for DPS Analytics, the tabs at the top of the screen show the available Canned Reports for Shipment Analytics. Clicking on any one of these tabs will bring you to the screen where you can enter information to narrow down the data pull. Shown on this default screen is the "Shipment by Status" option. The most useable queries include "SIT past RDD", "SIT", "TDR", and "Pullback."

Let's explore another area in the drop-down.

The next area we'll look at is the QA Analytics section.



In the QA Analytics section, the most useable report is the "LOS/LOW" tab. This report gives a summary of all suspensions and warnings based on criteria you specify.

This is the initial screen you will see for the LOS/LOW report. Click on the "Suspension Type" drop down menu to choose what types of suspension to display.

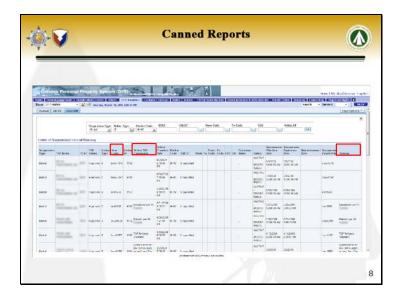
Displayed are the choices for suspension type. You can choose to view all of the choices, Channel/COS, GBLOC, Market, or Market GBLOC suspensions. If you wish to view Letters of Warning, you are able to simply choose "Warning." We will look at Market Suspensions for the purposes of this demo.

Move on to the "Notice Type" drop-down menu.

For the "Notice Type", again you can choose to view all choices. Choose "S" if you wish to view suspensions or "W" if you wish to view warnings.

Selecting Market Code, you are presented with the 3 market choices or the option to view all 3 in the same report. We'll choose dHHG.

Once all of the appropriate choices have been made, click the "Go" button to display the results.



This is an example of the results you will see. Notice that you can see who entered the suspension and any comments which supported the suspension. The report is initially organized with the oldest suspension on top. Canned reports have limited capability for manipulation, but this and other canned reports can be "backdoored" to create a custom canned report. Once "backdoored," the LOS/LOW report can be sorted with the most active suspensions on top. We will go over how to do this later in the presentation.

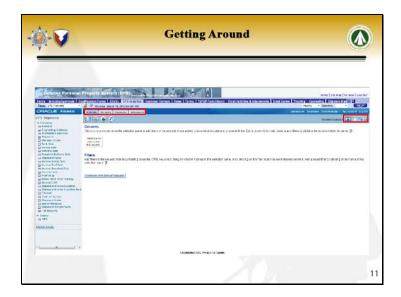


Scrolling all the way to the bottom of the page, there are a few options to view and save the report. Clicking on the single arrow will bring you to the next page of results. Each page has 25 records. Clicking the double arrow icon will display the entire list on a single page. From this page you are also able to download the report to your computer.

Next we'll explore DPS Answers. DPS Answers can be found in the same drop down menu at the top of the screen in Analytics.



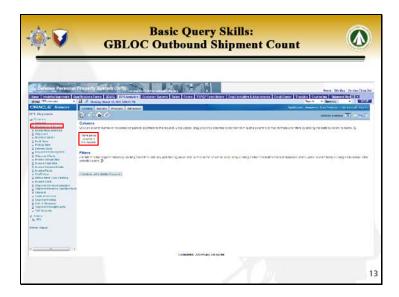
This is the welcome screen for DPS Answers. The "Subject Areas" box is the first place you will want to go when creating a new query. The subject areas listed in this box are limited to your user role. When you develop a query and save it, this query goes into the "My Folders" section on the left-hand side of the screen. Once you have a few queries saved, you can go to "Manage Catalog" to rename, delete, and manage your files.



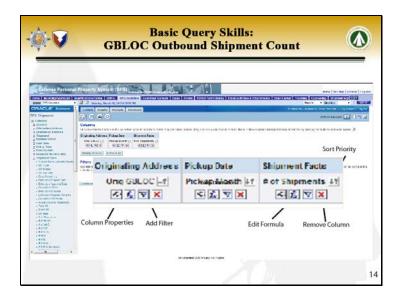
This is the screen you will see when you click on a subject area. The subject area you are working in is shown at the top of the column on the left. The Query Fields are listed below and are all expandable. These will relate to the subject area you are in. Clicking on the Query Fields will add the field to your report. These tabs at the top allow you to navigate through your query. The "Criteria" tab is the tab you build your query from. The "Results" tab displays the results. "Prompts" is not used, and the "Advanced" tab is used to grab sequel data to share your query with another person. Clicking on this icon will allow you to view your results in a separate window. This icon will allow you to start a new query from the "Subject Area" list. This icon will open the "My Folders" window, and this one will allow you to save the current query.



Let's begin building a basic query. We will build a query for Outbound Shipments for a GBLOC. The information needed for this query can be found in DPS Shipments.



This box in the middle is where the query fields will populate once you click on them. We'll start by expanding the "Originating Address" entry.

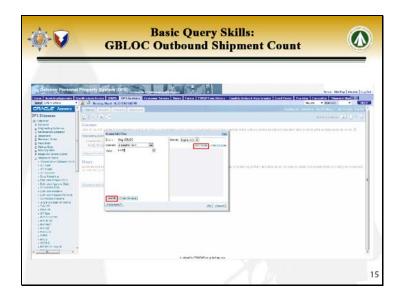


Select "Orig GBLOC". Notice how the "Orig GBLOC" field is now in the columns portion of the page. This will show up in the final results.

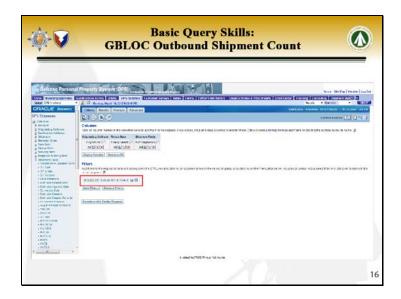
Next expand the "Pickup Date" section. Select "Pickup Month".

Next open the "Shipment Facts" category. When building a query in most subject areas of DPS Answers, it is usually necessary to include something from one of the "Facts" fields. In this case we are looking for "# of Shipments".

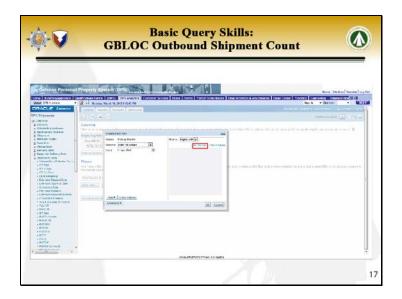
You have several options with each query field. The finger button will allow you to manipulate the formatting and style of the specified column. This icon is where you can filter the data leaving out information you do not wish to include. The "Function" button is an advanced way to control the outputs of the query. The red "X" will allow you to delete this field from the query. The two arrows in the top right of each box allows you to change the sort options for the field. Click on the Filter button for "Orig GBLOC".



Type in the name of the GBLOC in capital letters, you wish to view shipment information for. If you wish to see more than one GBLOC, click the "Add" button or simply hit the "Enter" button on your keyboard after each entry and another "Value" text field will appear. Entries in the "Value" field are case and space sensitive. If you aren't sure of the exact formatting or options for the "Value" field, click the "All Choices" link and the available options will appear in the grey box. In this case, you would see a list of all GBLOCs. Click "OK" when finished.



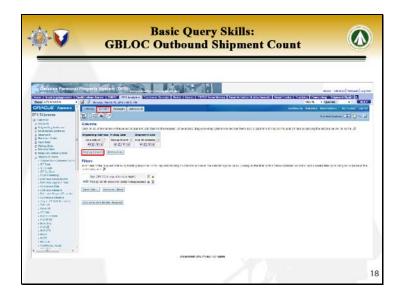
Notice that the filter has now appeared under the "Filters" section of the page. You can edit or delete the filter from here. Next we will filter the "Pickup Month".



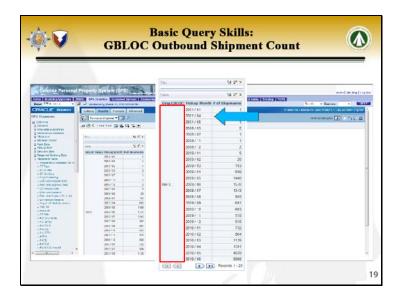
Click on the drop-down menu for the "Operator".

Here we want to limit the data. Choose the "does not contain" option.

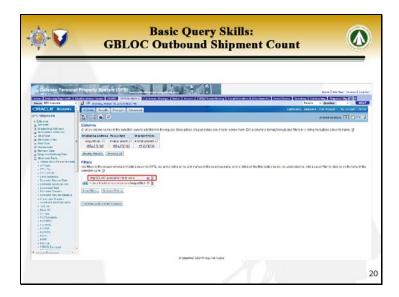
Again, click the "All Choices" link to see what the options are if you are unsure. We want to exclude all shipments which don't have a date associated with them. The value for this is "Unspecified". Again, this value is case sensitive and must be entered exactly how you see it on this screen.



Now both filters are on the screen. If you would like to rearrange the order the columns will appear in the results simply click on the box you want to move and drag it. Once you have finished manipulating your data inputs, it's time to go to the results screen. There are two ways to navigate there.

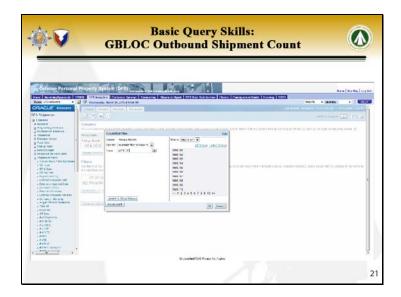


The results are shown here. Upon seeing the results, there are a couple things we would like to go back and change. The GBLOC name is redundant as we only pulled information for one GBLOC. We would also like to limit the date range to only include more recent shipments. You can easily change these by returning to the "Criteria" screen.



Click the red "X" to delete the Origin GBLOC field from the results. Any time a filter is in place is it safe to remove that column.

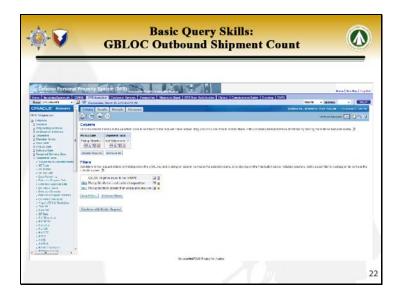
Filter the "Pickup Month" again.



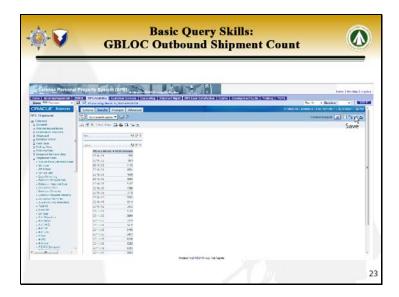
In order to limit the date range to beyond a specific point in time, click "is greater than or equal to".

Pay close attention to the way dates are formatted. Click on "All Choices" to see the options.

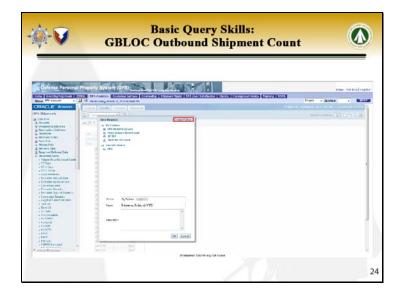
It looks like dates are formatted with the year first, then a space, followed by a forward slash, another space, then a two digit month. Enter the date you would like to see. Since we chose "greater than equal to", the month entered will be included in the data as well as any later month.



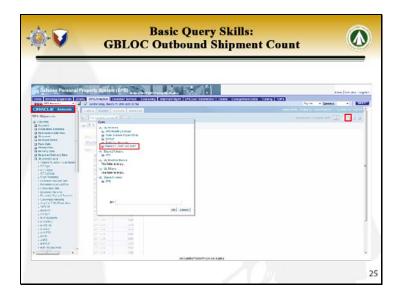
Check to make sure the filters are correct, then click on one of the results buttons.



The new results are shown. The Origin GBLOC has disappeared as a column (but it is still used to filter the data), and shipment count now begins with January of 2010. Once you are satisfied with the criteria for the results, you can now save the query. Remember that since data in Analytics is uploaded daily, the next time you run the query you may get different results. Saving a query simply saves the criteria, formatting, and filtering steps. Click on the disk icon in the top right corner to begin the save process.



Here is where you name the query. You can save it to any of your existing folders or create a new one. The default is saving it to your "My Folders" folder. To change this location, simply click on one of the existing folders or the "Create Folder" button while your cursor is in the "Folder" field. Once you have entered all of the appropriate information, click the "OK" button.



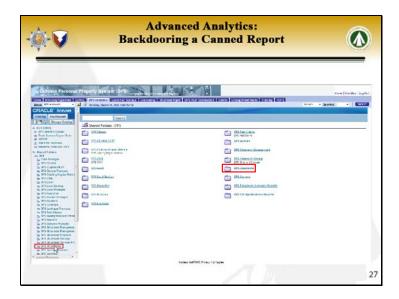
Your query has now be saved, and the title at the top right has changed from "Untitled Analysis" to reflect this. You can find this and other saved queries by clicking the "Open" icon.

The saved query is now shown on the screen along with all of your other folders and reports. You can also find saved queries from the DPS Answers welcome screen. Click on the "Oracle Answers" header to return to the welcome screen at any time.



From the welcome screen, your folders are visible. Clicking on any saved query will bring you directly to the updated results screen. If you would like to modify the criteria, there will be a "Modify" button at the top which will bring you back to the criteria screen.

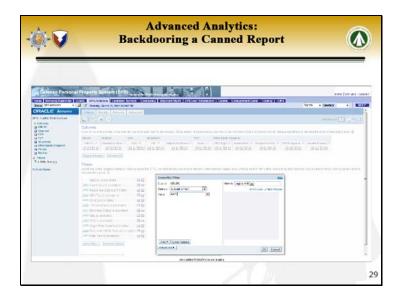
Now that we know basically how to navigate around DPS Analytics, let's look into "Backdooring" a Canned Report. Remember, this means tailoring a Canned Report to your specifications to save and reuse again. This will not affect the original. To begin this process, click on the "DPS" folder under "Shared Folders" in the navigation tree.



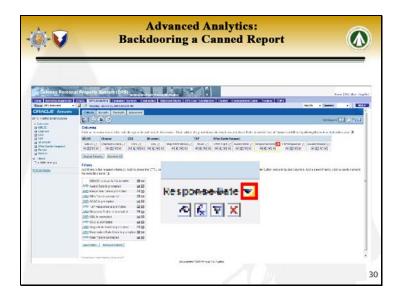
Shown on the screen will be the entire list of Canned Reports available to your user role. Let's walk through how to backdoor the TDR Report found under "DPS Shipments".



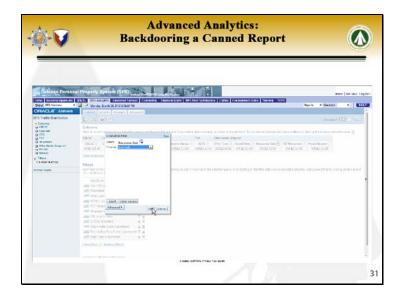
Select "Modify Criteria" to adapt the report.



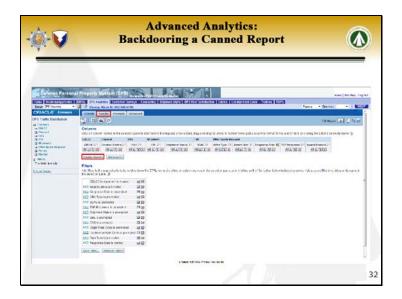
Let's get rid of the first column, and filter the GBLOC for the one we wish to see.



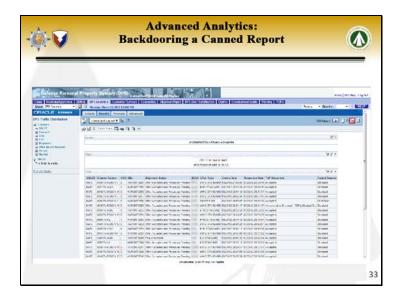
You can easily re-sort the report by any of the columns. The report is automatically sorted A to Z, or oldest to newest, by the first column listed. Remember that double arrow icon in the top right corner of each box? Clicking on this arrow once for another column will sort the report by that column instead. Clicking a second time will sort it Z to A, or newest to oldest. Clicking a third time will return to the default. Let's sort the "Response Date" newest to oldest.



Now in order to avoid having entries with no response date, let's use another filter. Select "is not null" in the drop down menu.



When satisfied with your report, click the "Results" button.



Here is an example of the new report. Save it and name it just as you did before, and now the Canned Report is suited to your needs. You can always return to this saved report and modify the criteria as before if your needs change.



If you have any questions pertaining to DPS Analytics, please send them to Mike Dobbs whose contact information is listed on the screen. The Google site listed can be used as a reference for DPS Analytics. Thank you for your attention.