

OCFS Data Warehouse News and Notes

May 2008

Most staff: <http://cognos.dfa.state.nyenet/cognos8>
or <http://10.64.152.9/cognos8>

SSL VPN: <https://rc1.oft.state.ny.us/ocfs>



Are you getting a pop-up login box when you access Cognos 8? Add the URL as an Internet Explorer trusted site.

Requesting Access

Request access to the OCFS Data Warehouse for new users by downloading the "Cognos 8 Access Request Form" from <http://ocfs.state.nyenet/connect/datawarehouse/dwaccess.asp>. Email the completed form to the Data Warehouse team at data.warehouse@ocfs.state.ny.us. Make sure to cc your Director or Security Coordinator on the email. If the new user is a Local District or State staff that should have access to CPS data, make a note of that on the form and make sure the Security Coordinator assigns him/her "Access All" in CONNECTIONS.

Additional step for SSL VPN users

In addition to completing the "Cognos 8 Access Request Form," SSL VPN agencies requesting access to the OCFS Data Warehouse must submit form "OCFS-4827" to jennifer.gordon@ocfs.state.ny.us. The form is available for download at <http://ocfs.state.nyenet/connect/datawarehouse/dwaccess.asp>. This step is necessary to add the link to Cognos 8 on the user's main SSL VPN portal page.

PowerPlay/Impromptu Users

The older PowerPlay/Impromptu environment will be closing in the next few months. Most Local District staff members with saved PowerPlay and/or Impromptu reports on their T: drive should have received an email asking which reports you need to keep. You must respond to this email, or the Data Warehouse team will assume that the reports on your T: drive can be deleted. Contract agency and Regional Office staff will be emailed shortly.

Online Basic Training

The "OCFS Data Warehouse Basic Training for Cognos 8" is available on the Intranet at <http://ocfs.state.nyenet/connect/datawarehouse/dwtrain.asp>. The training provides an interactive simulation of the Cognos 8 environment. Staff can learn how to access Cognos 8, navigate Cognos Connection, run predefined reports, and save reports as PDF and Excel files. The training takes approximately 15 minutes to complete. A downloadable PowerPoint slideshow is also available at the site for those that cannot access the training online.

Tips & Best Practices

Here are some things to be aware of as you use Cognos 8:

- Check the banner at the top of the OCFS Data Warehouse tab for important news from the OCFS Data Warehouse team, such as refresh issues and downtime.
- Don't schedule reports to run on the first day of the month. The data refresh procedure for monthly reports takes all day to process and will interfere with your scheduled reports.
- Don't schedule reports to run on Monday mornings. If OFT pushes upgrades or installs patches over the weekend, the Cognos servers need to be rebooted on Monday morning. Also, if the data refresh fails over the weekend, it will be restarted on Monday morning. Both processes will prevent your scheduled reports from running.
- Open only one Cognos 8 session at a time. Multiple sessions occupy space on the server and slow-down report performance.

Report Updates

Child Welfare Services Reports

Several Child Welfare Services reports are back in action, after being disabled for several weeks. The reports that are now up-and-running again include the In Care Detail Report, which provides detailed information on the placements, movements, and family members of children currently in foster care, and the ASFA Child Specific List, which provides a list of children currently in foster care for at least 12 of the last 22 months. Both reports are available in the Child Welfare Services Reports folder.

Casework Contact Reports

The "Casework Contact Reports FAQ" is available at on the Intranet at <http://ocfs.state.nyenet/connect/datawarehouse> under the heading for April 30, 2008. The document contains responses to frequently asked questions regarding the Casework Contact Reports.

Security Reports

The Business Function Report, Staff Security Report, and Unit Approver Report have a new "Worker Status" prompt. Users can now select whether to run these reports for active workers, deleted workers, or both. "Active" workers are those with a current unit assignment in CONNECTIONS. "Deleted" workers have been deleted (not end-dated) from CONNECTIONS, but keep their unit assignment in the OCFS Data Warehouse. [Note: "Inactive" (end-dated) workers will not appear in these reports because they no longer have a unit assignment in CONNECTIONS.] These reports are available in the Security folder.

SCR Highlights

The SCR Highlights 2007 reports are available in the Child Protective Services folder. They provide data on CPS reports that came into the State Central Registry in 2007 and progressed to an investigation.

Word Find

Can you find the following words?	B	A	E	K	W	A	R	E	H	O	U	S	E	E	I
OCFS	T	N	E	R	D	L	I	H	C	O	E	R	R	R	N
DATA	U	J	P	F	H	M	A	E	R	A	F	L	E	W	J
WAREHOUSE	Q	F	E	R	Q	Q	R	G	F	A	I	H	F	N	S
COGNOS	S	C	V	L	R	A	D	I	M	N	S	R	C	B	S
REPORTS	N	R	H	I	J	T	D	I	L	S	D	I	S	J	E
CCRS	O	O	C	W	B	A	L	L	E	F	I	N	S	K	I
CONNECTIONS	I	S	A	C	T	I	W	S	X	C	S	J	L	A	C
CHILDREN	T	J	W	A	E	H	R	J	R	O	T	E	A	B	N
FAMILIES	C	R	C	S	R	D	Y	L	E	M	R	N	T	F	E
WELFARE	E	A	H	P	C	C	M	P	P	U	I	N	I	V	G
PROTECT	N	P	F	J	A	G	T	X	O	X	C	I	X	Y	A
DISTRICTS	N	S	O	N	G	O	C	F	R	P	T	F	I	N	L
AGENCIES	O	V	E	F	A	F	N	C	T	H	S	E	S	C	W
	C	T	C	E	T	O	R	P	S	N	L	R	E	J	I

Contact Us

Send all correspondence to data.warehouse@ocfs.state.ny.us.