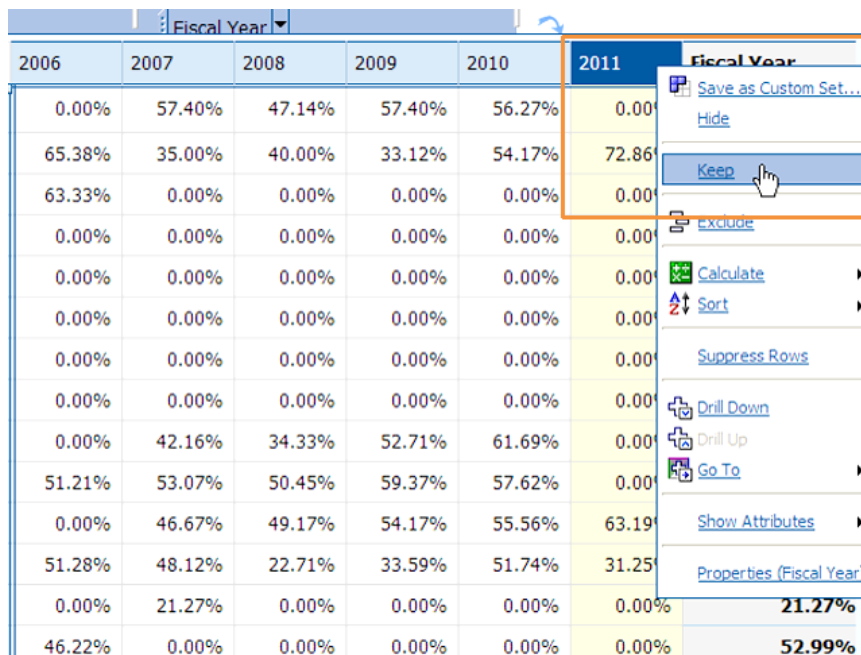


Filtering your COGNOS Attendance Cube View

When you produce an attendance report in the COGNOS cubes it contains listing of all your class codes for all fiscal years, making it hard to read. To clean this view up we will add a filter that retain only the classes planned for this year and then we will save it so you can view this report again easily over the course of the year.

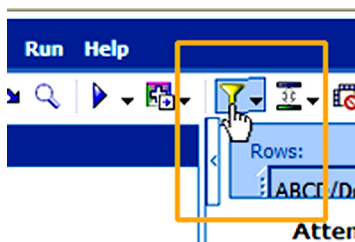
Click Attendance in the Cubes section of the home page. Then drill down to your agency, project and site. Once you have this view.



Fiscal Year					
2006	2007	2008	2009	2010	2011
0.00%	57.40%	47.14%	57.40%	56.27%	0.00%
65.38%	35.00%	40.00%	33.12%	54.17%	72.86%
63.33%	0.00%	0.00%	0.00%	0.00%	0.00%
0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
0.00%	42.16%	34.33%	52.71%	61.69%	0.00%
51.21%	53.07%	50.45%	59.37%	57.62%	0.00%
0.00%	46.67%	49.17%	54.17%	55.56%	63.19%
51.28%	48.12%	22.71%	33.59%	51.74%	31.25%
0.00%	21.27%	0.00%	0.00%	0.00%	0.00%
46.22%	0.00%	0.00%	0.00%	0.00%	0.00%
					21.27%
					52.99%

Right Click the current year and select Keep.

So now we have 2011 but there are still many classes that are not for this year. To add the filter, click the Filter icon on the upper tool bar, it looks like a funnel.

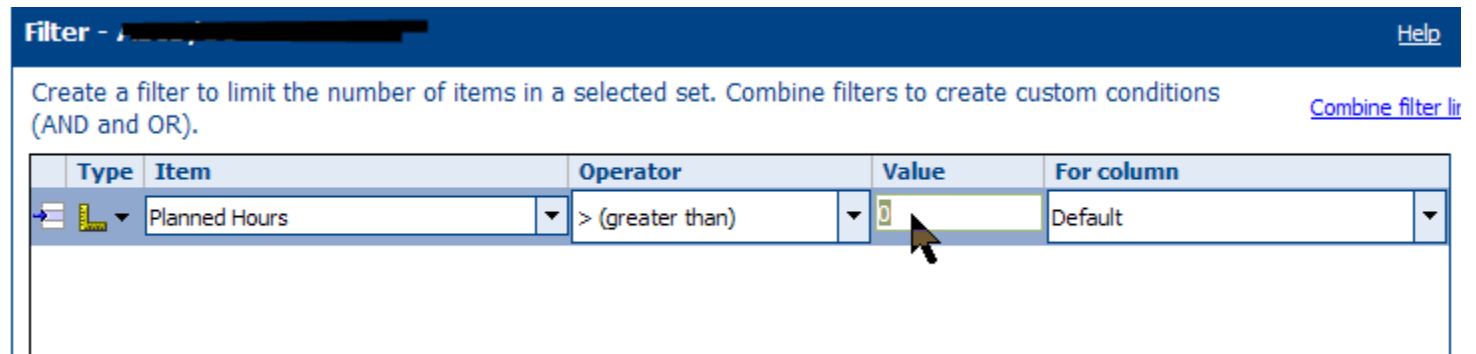


This will bring up the Filter menu.

Then Select your site name (so COGNOS knows what row of column you want to filter)



Then Click Add a Filter Line

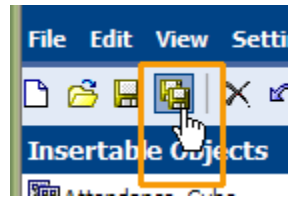


Under Item, click the pull down menu and select Planned Hours

In the Value field enter a zero, then click OK.

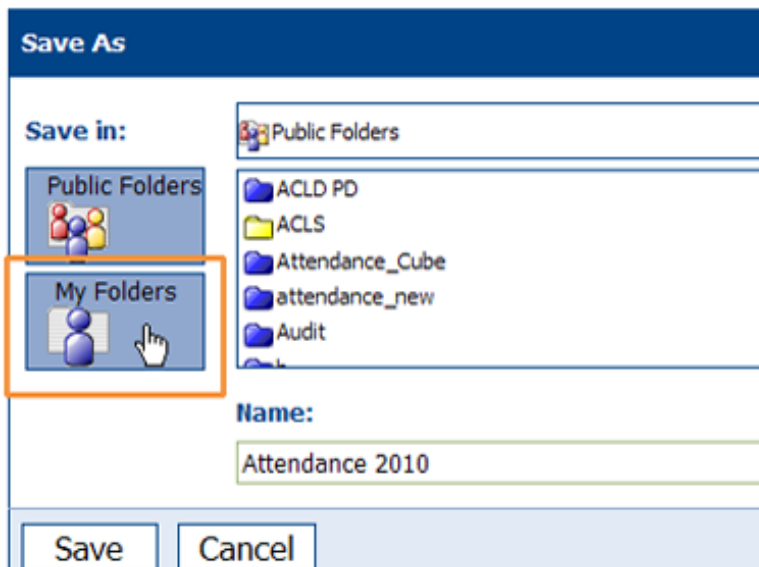
That's it ! You should now see a class list that is only for your current year
And the other will have been omitted.

You can now click SAVE AS, click My Folders



Name the report something useful and hit OK.

This report will now be in the My Folders Tab off your home page!



Before:

Attendance %	2005	2006	2007	2008	2009	2010	2011
101	62.50%	0.00%	57.40%	47.14%	57.40%	56.27%	0.00%
102	62.83%	65.38%	35.00%	40.00%	33.12%	54.17%	72.86%
103	49.33%	63.33%	0.00%	0.00%	0.00%	0.00%	0.00%
104	39.47%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
107	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
108	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
109	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
110	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
201	61.33%	0.00%	42.16%	34.33%	52.71%	61.69%	0.00%
202	56.23%	51.21%	53.07%	50.45%	59.37%	57.62%	0.00%
203	29.43%	0.00%	46.67%	49.17%	54.17%	55.56%	63.19%
204	46.90%	51.28%	48.12%	22.71%	33.59%	51.74%	31.25%
205	0.00%	0.00%	21.27%	0.00%	0.00%	0.00%	0.00%
207	0.00%	46.22%	0.00%	0.00%	0.00%	0.00%	0.00%
208	0.00%	35.48%	0.00%	0.00%	0.00%	0.00%	0.00%
209	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

After:

Attendance %	2011	<i>Total</i>
102	72.86%	72.86%
203	63.19%	63.19%
204	31.25%	31.25%
303	54.86%	54.86%
304	53.47%	53.47%
Subtotal (included)	51.39%	51.39%
ABC/Definitely Not	51.39%	51.39%