

Welcome to Cognos 8

Cognos 8 is the new OCFS Data Warehouse environment that brings reports and data from the Cognos PowerPlay/Impromptu and Cognos ReportNet environments into one location. The end result is one point of access for all your Data Warehouse needs. Please begin using Cognos 8 to access the predefined reports immediately. In time, the older environments will be phased out and Cognos 8 will be the only entrance into the OCFS Data Warehouse. Any reports that you have created on your own will have to be rebuilt in the Cognos 8 environment.

Access

Most staff	http://cognos.dfa.state.nyenet/cognos8 or http://10.64.152.9/cognos8
SSL VPN staff	https://rc1.oft.state.ny.us/ocfs

Resources

Quick Reference Guide	http://ocfs.state.nyenet/connect/datawarehouse/dwstep.asp
Predefined Report List	http://ocfs.state.nyenet/connect/datawarehouse/dwreports.asp
Online CBT (training)	http://ocfs.state.nyenet/connect/datawarehouse/dwtrain.asp
Copying a Report	http://ocfs.state.nyenet/connect/datawarehouse/dwstep.asp
Form OCFS-4827 for SSL VPN users	http://ocfs.state.nyenet/connect/datawarehouse/dwaccess.asp

Things to Know

Predefined Reports	In order to locate the predefined Data Warehouse reports in Cognos 8, first-time users must follow the instructions on the Quick Reference Guide to add the OCFS Data Warehouse tab. <i>[Note: Unless otherwise stated, anytime we mention Cognos 8 reports, we are referring to reports on the OCFS Data Warehouse tab within Cognos 8.]</i>
User Tools	The User Tools folder contains coding guides, a list of predefined reports, and other resource documents.
Technical Assistance	The Technical Assistance folder is located on the OCFS Data Warehouse tab and provides a temporary location for users to put reports to share with the Data Warehouse Team or others.
New Users	New users – those who <i>never</i> had access to PowerPlay/Impromptu or ReportNet – can request access to Cognos 8 by emailing their full name and HSEN ID to data.warehouse@ocfs.state.ny.us .
SSL VPN Users	Those who connect to the State network via SSL VPN and do not have a link to Cognos 8 on the main portal page must have their LAN Admin complete Form OCFS-4827 (see Resources section), and send it to jennifer.gordon@ocfs.state.ny.us .

Foster Care Roster



The Foster Care Roster is a new predefined report, which provides Districts and Regional Office staff with a list of children currently in the care and custody of the LDSS. The list is organized into three groups, according to where the child is placed – in county, out of county, or out of state – and sorted within each group by Facility ID. You can access the Foster Care Roster report in the Child Welfare Services Reports folder of Cognos 8. It is refreshed weekly with data from Child Care Review Service (CCRS). The report contains the following columns:

- Agency ID/Name
- Facility ID/Name
- Facility Type
- Facility Status
- Facility District
- Facility Address
- Facility Phone
- Facility Contact
- Facility Resource ID
- Case ID/Name
- CIN ID
- Child Name
- CCRS Child Status
- Gender
- Race
- Latino Indicator
- Current Age

Online Training for Cognos 8

There is now an online training available for Cognos 8 users. The “OCFS Data Warehouse Basic Training for Cognos 8” is a computer-based training (CBT) accessible via the Intranet. It provides an interactive simulation of the Cognos 8 environment. Users learn how to access Cognos 8, navigate Cognos Connection, run predefined reports, and manage report output. The CBT also demonstrates how to copy reports from the My Folders area to the Technical Assistance folder. Finally, users are shown the User Tools folder, which contains valuable Data Warehouse resources. The training takes approximately 15 minutes to complete. See the Resources section of this newsletter for a link to the online training. The link also brings you to a downloadable PowerPoint slideshow for those who cannot access the training online. [Note: The CBT is a simulation; anything that takes place during the simulation does not carry over into the “real” Cognos 8 environment.]

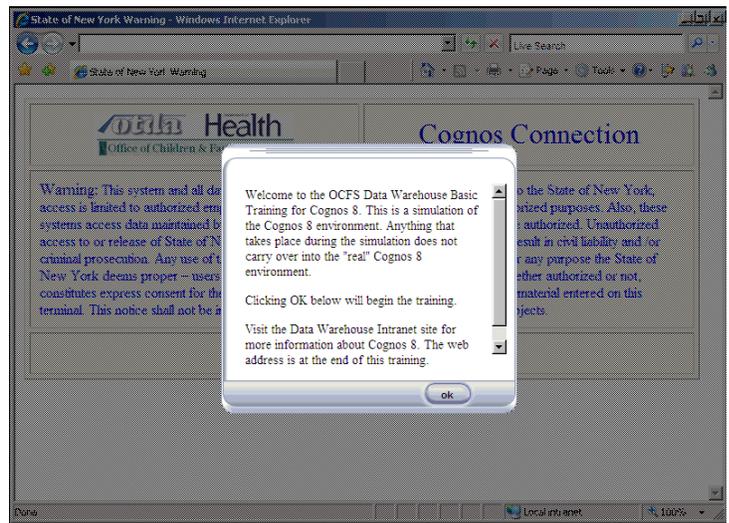
PowerPlay/Impromptu Users

The predefined reports listed below will be disabled from the PowerPlay/Impromptu environment on **November 15**. Please begin using the versions located in the Child Welfare Services Reports folder of Cognos 8, if you haven’t already done so.

- Admissions to Foster Care Summary
- Discharges from Foster Care Summary
- In Care Summary
- In Care Detail
- Legal Detail

ReportNet Users

It’s time to start rebuilding your ReportNet reports in Cognos 8. Help the Data Warehouse Team by telling us how many reports you have in ReportNet. There are four different types of reports that you may have created and/or saved in ReportNet: FASP submittal/approval reports, general FASP reports, SPR reports, and contact reports. Please login to ReportNet, click on the My Folders tab, and count how many reports of each type you have. Then, email us at data.warehouse@ocfs.state.ny.us with the information.



Contact Us

Send questions to the Data Warehouse Team at data.warehouse@ocfs.state.ny.us.