

FIS/HRIS DW CLG, May 2006, Super Queries

Example 1

- ❖ From the Current Year Operating Ledger Reports window, run the Expense Crosstab for an index that has some revenue. Use SMB004 if you don't know one from your own department.
- ❖ Close the report and results set, and with the Current Year Operating Ledger model, and note that the query is visible in the Operating Ledger object. That means we are starting with a simple query, not a super query.
- ❖ Go to the Query menu and choose Remove Report Specification, so that the query will run until the results set is generated and then stop.
- ❖ Submit/Run the query.
- ❖ From the results menu, choose Filter, Range. Exclude Rows where DC is > or = to D and < or = to D. That will eliminate expenses from the results.
- ❖ Go to the Results menu, choose Show As Report, Open Report Specification. Choose 12 Month Expense Report, and click open.
- ❖ Save the report specifications and give it a new name like Revenue crosstab.
- ❖ Close the report and results set, and click on the New Query button.
- ❖ Run the new query. (Choose Run from the Query, Open dialog box.)
- ❖ Close the report and results set and notice that the query is not loaded into the CY OL window for you to edit.
- ❖ Open the new query without running it. (Choose Open from the Query, Open dialog box.)
- ❖ This is what a super query looks like. You start by looking at the lines with the question mark to the left, which are the main queries, and generally read up and to the left to see what was done to the initial query.
- ❖ To look at the original query and edit it, click on the row with the question mark and click the "copy selected query to data model" button in the super query window. Notice how it now is loaded into the OL window and can be edited just like you are accustomed to.
- ❖ Select the Activity code to be added to the query.
- ❖ Switch back to the Super query window. Make sure the original query is still selected, and then click the "paste current query" button in the super query window.
- ❖ With the query highlighted in the super query window, click on the Add Sort Operation button. In the sort dialog box, sort by Rpt Category, Acct, and Activity.
- ❖ To edit the range operation, double-click on it. Change the Ds to Cs to change this to a report that includes Expenses and excludes Revenues.
- ❖ While the super query window is open, click the Run button on the BI Query toolbar and check out the report you've created.

Example 2

Now let's look at a super query that already exists. Open the Cost Share Detail for Index super query. Use R0195T if you don't know your department's cost share index.

Example 3

Now let's create one from scratch. Let's create a report that combines transaction details with the budget to actual comparison from the operating ledger.

- ❖ Go to the CY Trans window, open the CY Trans object, qualify Index = JIS101. Select a few attributes to come back: Acct, Acct Title, Doc Code, Trans Desc, Trans Date, Trans Amt Net. Submit the query. Minimize the results set, noting the number.
- ❖ Go to the CY OL window, open the CY OL object, qualify Index = JIS101. Select a few attributes to come back: Acct, Acct Title, SUM Curr Per YTD Bud DR, SUM Curr Per YTD DR, SUM Curr Per YTD Enc DR, SUM Curr Per YTD Avail Bal DR. Submit the query.
- ❖ With the results from your OL query the active window, go to the Results menu, choose Results, Combine, Join Columns.
- ❖ Under Right Results, select the results set number for your Transactions data from the drop down list, if it isn't already selected.
- ❖ Check both Include all Left Rows and Include all Right Rows.
- ❖ Join on both Acct and Acct Title.
- ❖ Click OK to combine the results, creating a super query.
- ❖ With the combined results set the active window, go to the Query menu and choose Show Query. Review what is going on in the super query.
- ❖ Take the results into a standard report, and format, including creating a subtotal on the account. Note that you need to not subtotal or grand total on the OL columns, and should select Suppress Duplicates for the OL columns. This is why this is not a standard report!