

## OBIEE Quick Reference Guide - Data Dictionary Statewide Dashboard

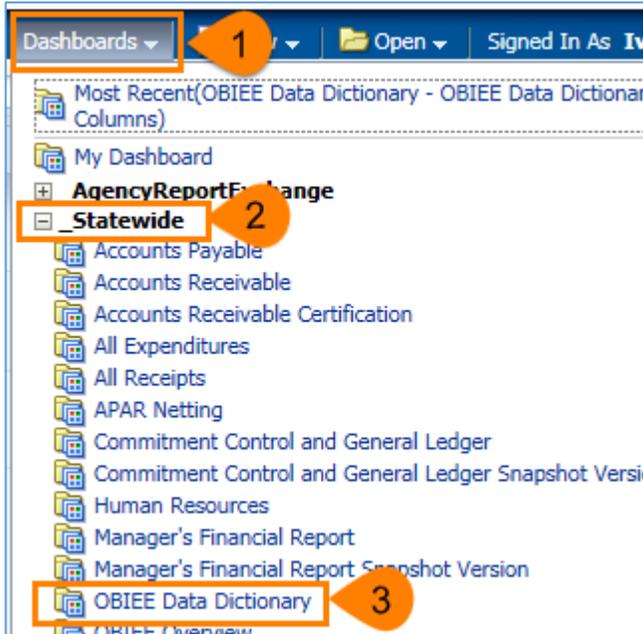
### Table of Contents

Data Dictionary Navigation .....	2
Tips for Using the OBIEE Data Dictionary .....	2
Data Dictionary Report Data Security.....	2
Data Dictionary Presentation Column Descriptions .....	3
Prompts – Data Dictionary .....	4
Prompts – Data Dictionary continued.....	5
Prompts – Data Dictionary continued.....	6
Tab 1: OBIEE Data Dictionary Report .....	7
Tab 2: OBIEE Data Dictionary Detailed Report.....	8
Tab 3: OBIEE Data Dictionary Detailed All Columns Report.....	9

## OBIEE Quick Reference Guide - Data Dictionary Statewide Dashboard

### Data Dictionary Navigation

- 1) Click the **Dashboards** link in the OBIEE menu to display the dashboards dropdown list.
- 2) Click the  button (or click the folder name) to expand the **Statewide** folder.
- 3) Click the **OBIEE Data Dictionary** link to open the dashboard in the current window.



### Tips for Using the OBIEE Data Dictionary

#### Data Dictionary Report Data Security

The OBIEE Data Dictionary reports will display information for all OBIEE subject areas, tables, and columns, based on your report prompt selections. The OBIEE Data Dictionary reports are viewable to all that have been given security access to OBIEE (SWIFT Data Warehouse). This data is different from the other data subjects that you may be able to access.

To request access to OBIEE, complete the Request for Access to SWIFT Statewide Systems on the [SWIFT Security Access Forms](#) page on the MMB Website.

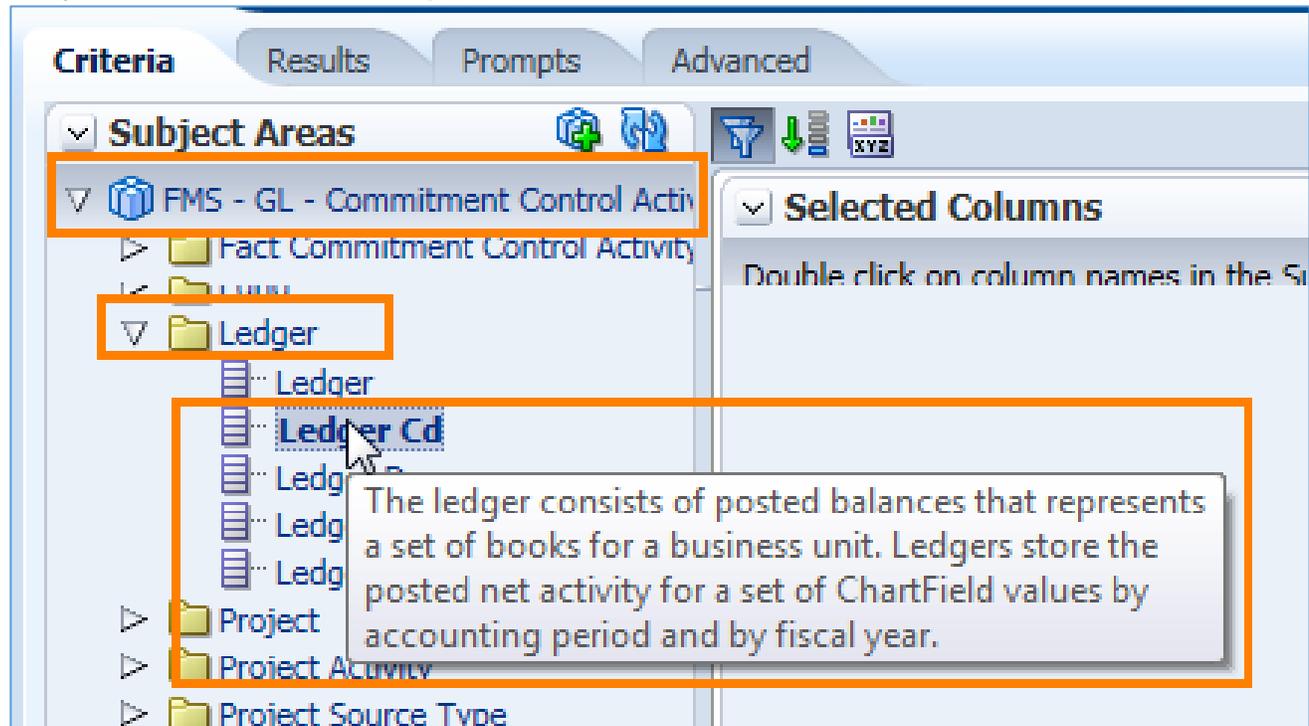
## OBIEE Quick Reference Guide - Data Dictionary Statewide Dashboard

### Data Dictionary Presentation Column Descriptions

The Presentation Column Descriptions is the hover over text that is displayed in the Subject Areas. The text is updated on an ongoing bases to provide helpful information about each column or field. If no text has been provided, the Data Dictionary report will display a value of “-” in the Presentation Column Desc column, and the hover over text in the OBIEE analysis will display the column/field name.

Data Dictionary Column	Analysis Object	Example
Subject Area	Subject Area	 FMS – GL – Commitment Control Activity Log
Presentation Table	Folder	 Ledger
Presentation Column	Data Field	 Ledger Cd
Presentation Column Desc	Hover Over Text	“The ledger consists of posted balances...” text box

### Subject Area hover over example.



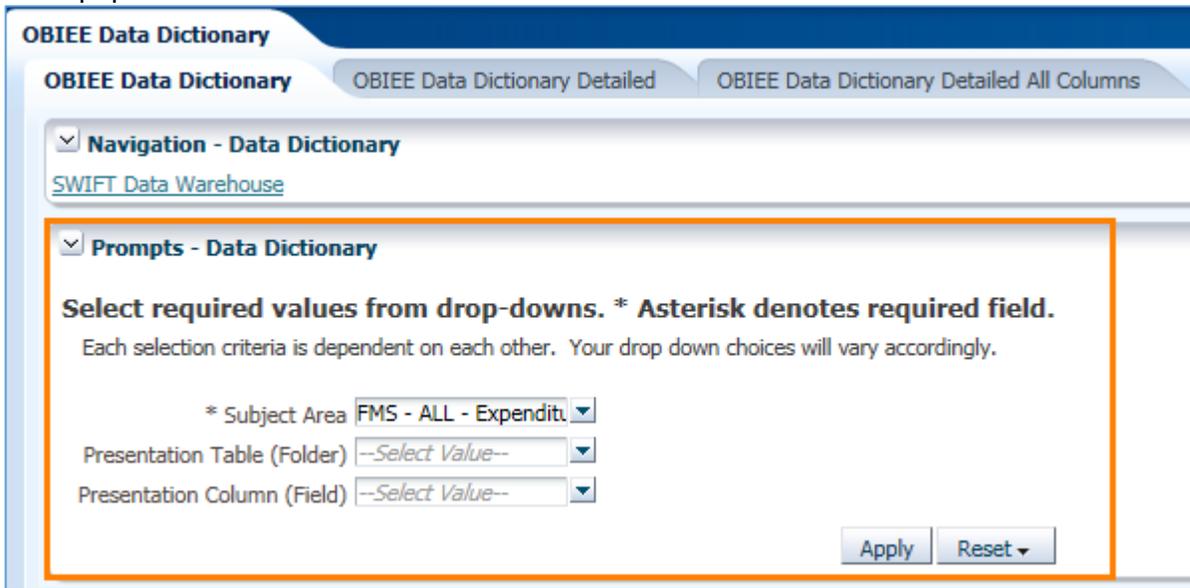
## OBIEE Quick Reference Guide - Data Dictionary Statewide Dashboard

### Prompts – Data Dictionary

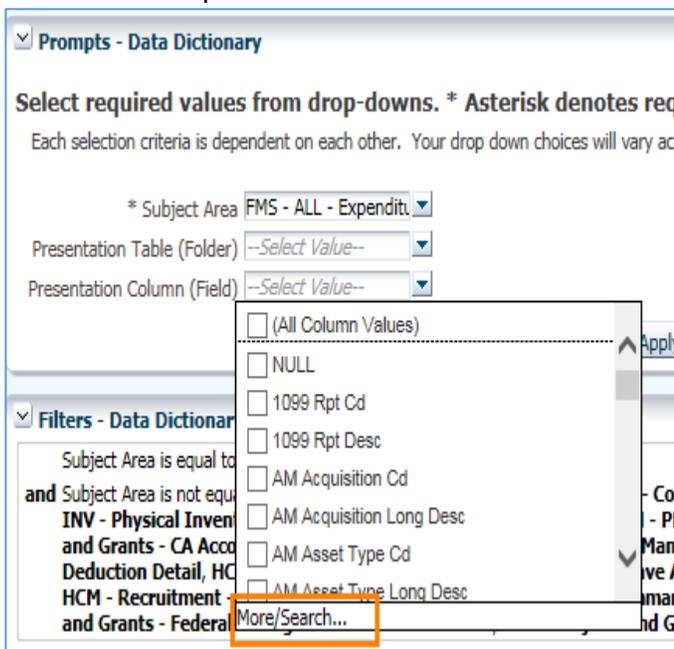
When the OBIEE Data Dictionary is open there are Prompts available to filter the report based on your selection. If you know the exact value, you may type it into the prompt field.

To view and select values from a list of available values, click the  dropdown arrow to the right of the prompt text box, then click the checkbox to the left of the value to select it. The All Column Values option will select all available values for that prompt field.

**Note:** The prompt value list appears blank when the dropdown arrow is first selected. Please wait for the list to populate.



To search for a specific prompt value without scrolling through the value list, click the **Search** or **More/Search** option at the bottom of the list box to open the **Select Values** window.



**Note:** The **More/Search** option displays instead of the **Search** option when there are more prompt values available than can be displayed at one time in the value list.

## OBIEE Quick Reference Guide - Data Dictionary Statewide Dashboard

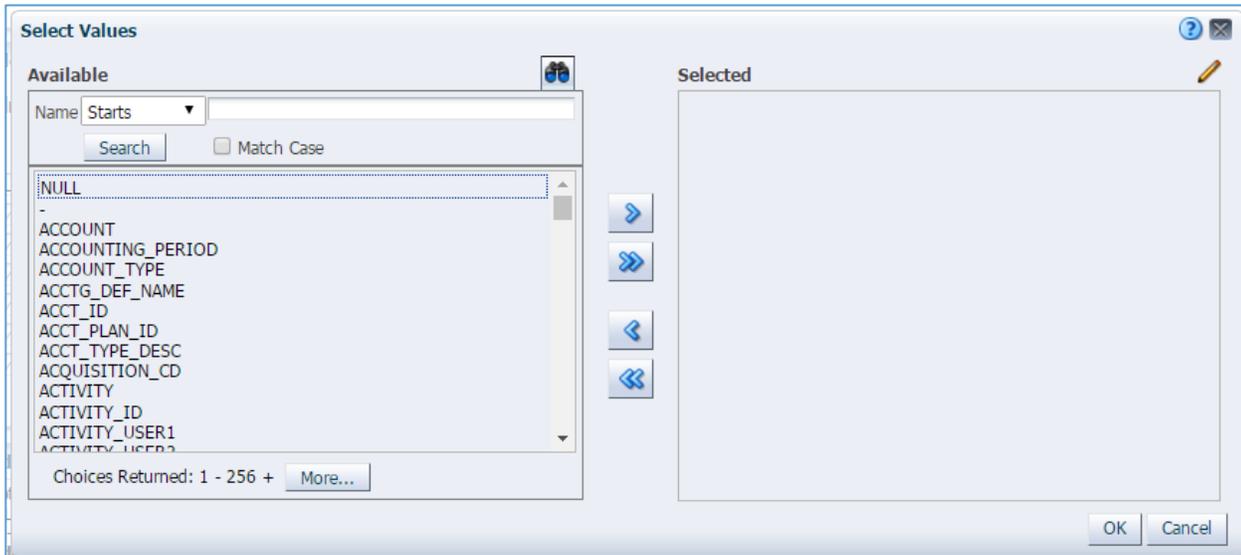
### Prompts – Data Dictionary continued

The **Select Values** window has two panes:

**Available** values are displayed on the left. **Selected** values are displayed on the right.

If values were selected from the prompt value list before clicking the **Search** option, they will appear in the **Selected** values pane. The **Available** values pane has a search box at the top that allows you to find specific prompt values.

**Note:** If you do not see the **Name** field or **Search** button, click the binoculars icon  to display the search tool.



Enter your search text in the Name text field, then click the **Search** button. Text is not case-sensitive unless you check the **Match Case** checkbox.

There are four **Name** search options:

- **Starts:** Enter the beginning of the value text you want to find. A search for **account** will return values such as **Account**, **Account** Code, **Account** Type, and **Accounting** Date.
- **Contains:** Enter any part of the value text you want to find. A search for **PER** will return values such as Budget **Period**, **Operator** ID, **Person** Count, and **Supervisor** Name.
- **Ends:** Enter the ending of the value text you want to find. A search for **Tion** will return values such as **Appropriation**, **Birth Location**, **Line Description**, and **Source Transaction**.
- **Is Like (Pattern Match):** Enter part of the value text you want to find, using the wildcard characters
  - “\_” underscore symbol, used for a single text character
  - “%” percent symbol, used for one or more text characters.
  - “% c\_n%” will return values such as **Applicant** Status, **Cancelled** Date, **Supplier Contact** Name, and **Travel Percent** Code.

Prompt values that match your search option and value text will appear in the list beneath the search box.

If there are more matched values available than displayed, click the **More** button beneath the list to view more **Choices Returned**.

## OBIEE Quick Reference Guide - Data Dictionary Statewide Dashboard

### Prompts – Data Dictionary continued

Use the arrow buttons to move the desired prompt values between the **Available** and **Selected** panes:



**Single Right Arrow:** Select a value by clicking its name in the **Available** pane. To select multiple values hold down the Ctrl key and clicking the value names at the same time. Click the Single Right Arrow button to move only the selected values to the **Selected** pane.



**Double Right Arrow:** Click the Double Right Arrow button to move all listed values in the **Available** pane to the **Selected** pane. Only listed values will be moved. If there were more values available but were not displayed, they will now display in the Available pane and can now be added to the **Selected** pane using the single or double right arrow buttons. To ensure that all available values are added at one time, click the **More** until all values are displayed.



**Single Left Arrow:** Select a value by clicking its name in the **Selected** pane. Select multiple values by holding down the Ctrl key and clicking the value names. Click the Single Left Arrow button to remove only the selected values from the **Selected** pane.



**Double Left Arrow:** Click the Double Left Arrow button to remove all listed values from the **Selected** pane.

**Note:** If the **All Column Values** option is included in the **Selected** values pane, the prompt will return all available values, regardless of any other values that are selected.

Once the desired prompt values have been added to the **Selected** pane:

- Click the **OK** button in the lower right corner of the Select Values window to accept the selection. When values have been selected for all required prompt fields, click the **Apply** button at the bottom of the prompts section to run the associated report with the selected prompt values. If no data matches the prompt values selected, the report will display a **No Results** message.
- Click the **Cancel** button to revert to any previous selections, and return to the dashboard page.

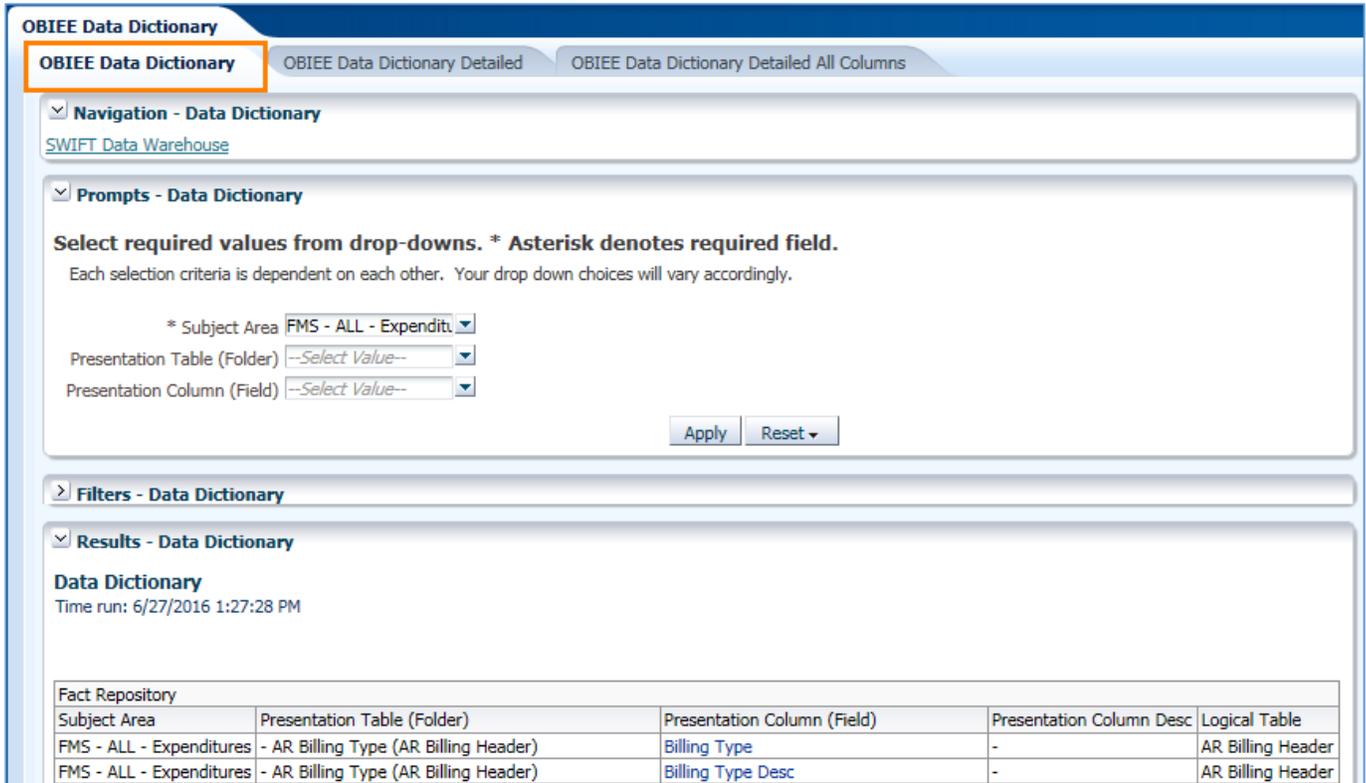
**Helpful Tip:** The prompt values on the Data Dictionary dashboard pages are dependent on any preceding prompt fields, so the available prompt values will change depending on the values selected in the previous prompt field. Make sure to use the **Reset** button at the bottom of the prompts section and select the **Clear All** option to remove any prompt selections before running the report with new prompt values.

You can also use the Reset button to Reset to last applied values or Reset to default values.

## OBIEE Quick Reference Guide - Data Dictionary Statewide Dashboard

### Tab 1: OBIEE Data Dictionary Report

**Suggested Use:** View the folders and fields included in the selected subject area(s) to get better acquainted with the data that is specific to the subject area(s), without having to create a new analysis and manually look through each folder for the data fields.



The screenshot shows the OBIEE Data Dictionary interface with the following sections:

- Navigation - Data Dictionary:** SWIFT Data Warehouse
- Prompts - Data Dictionary:**

Select required values from drop-downs. \* Asterisk denotes required field.

Each selection criteria is dependent on each other. Your drop down choices will vary accordingly.

\* Subject Area: FMS - ALL - Expenditu

Presentation Table (Folder): --Select Value--

Presentation Column (Field): --Select Value--

Buttons: Apply, Reset
- Filters - Data Dictionary:** (Collapsed)
- Results - Data Dictionary:**

**Data Dictionary**

Time run: 6/27/2016 1:27:28 PM

Fact Repository	Subject Area	Presentation Table (Folder)	Presentation Column (Field)	Presentation Column Desc	Logical Table
	FMS - ALL - Expenditures	- AR Billing Type (AR Billing Header)	Billing Type	-	AR Billing Header
	FMS - ALL - Expenditures	- AR Billing Type (AR Billing Header)	Billing Type Desc	-	AR Billing Header

#### Prompts – Data Dictionary:

- Subject Area is a required prompt field.
- Presentation Table (Folder).
- Presentation Column (Field).

#### Report Columns:

- Subject Area.
- Presentation Table (Folder).
- Presentation Column (Field).
- Presentation Column Description.
- Logical Table.

#### Report Drill Action:

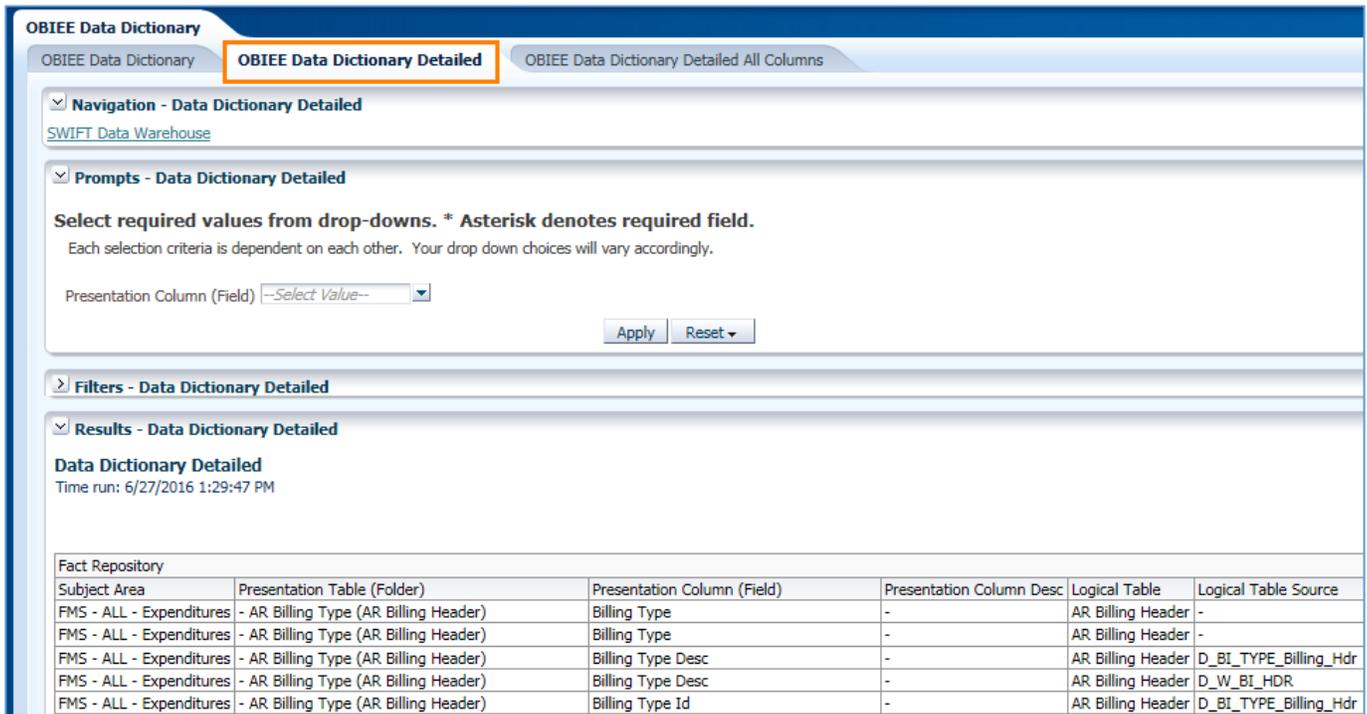
Click the field name in the Presentation Column (Field) column to view the OBIEE Data Dictionary Detailed Report (Tab 2) for the selected field name.

## OBIEE Quick Reference Guide - Data Dictionary Statewide Dashboard

### Tab 2: OBIEE Data Dictionary Detailed Report

**Suggested Use:** View all subject areas that contain the selected column(s)/field(s). Select multiple fields that would be required for a report to see what subject area is best suited for creating a new analysis.

**Note:** The Logical Table/Source/Column fields and the Physical Table/Column fields are included to provide information about how the data is stored in the OBIEE repository. This information can be used to help identify relationships between the data fields, but it does NOT provide direct mapping back to the source system.



**Prompts- Data Dictionary Detailed:**  
Presentation Column (Field).

**Report Columns:**  
Subject Area.  
Presentation Table (Folder).  
Presentation Column (Field).  
Presentation Column Description.  
Logical Table.  
Logical Table Source.  
Logical Column.  
Logical Column Source  
Logical Column Description.  
Physical Table.  
Physical Column.

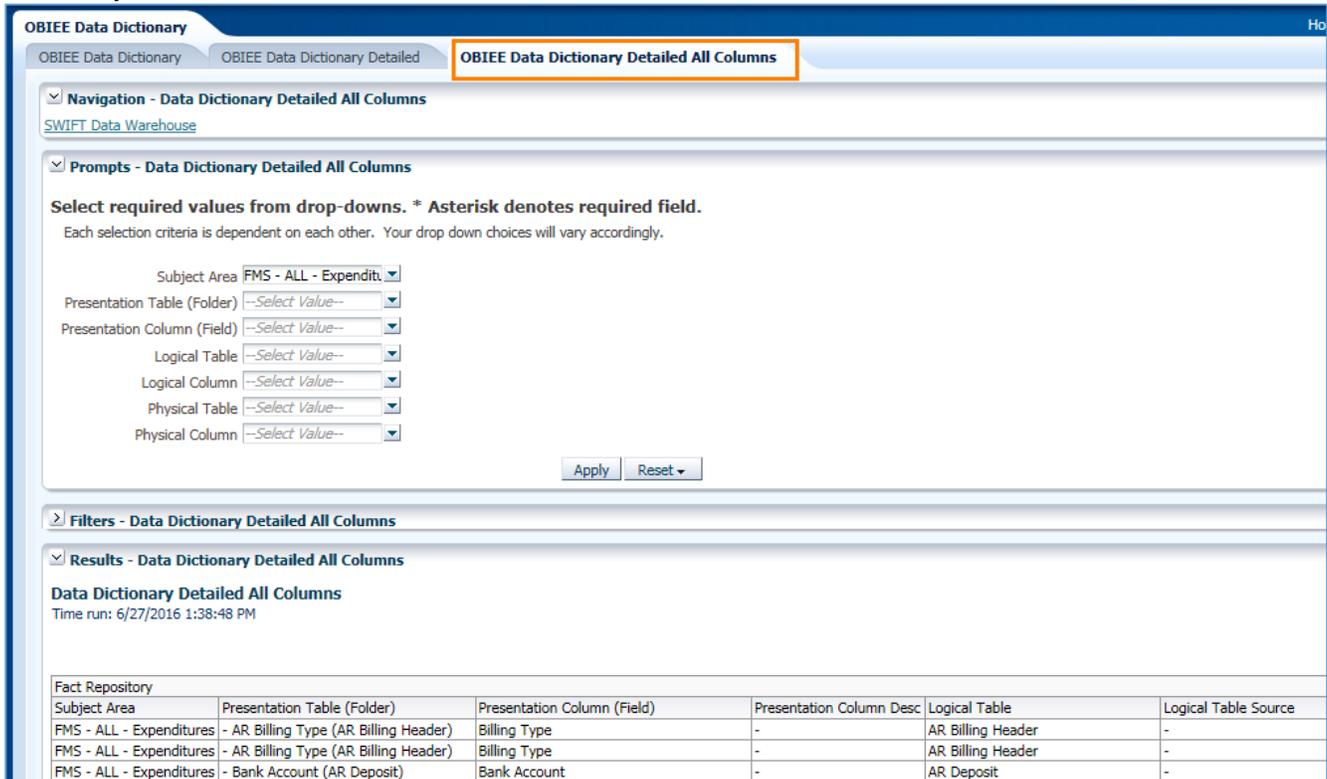
Subject Area	Presentation Table (Folder)	Presentation Column (Field)	Presentation Column Desc	Logical Table	Logical Table Source
FMS - ALL - Expenditures	- AR Billing Type (AR Billing Header)	Billing Type	-	AR Billing Header	-
FMS - ALL - Expenditures	- AR Billing Type (AR Billing Header)	Billing Type	-	AR Billing Header	-
FMS - ALL - Expenditures	- AR Billing Type (AR Billing Header)	Billing Type Desc	-	AR Billing Header	D_BI_TYPE_Billing_Hdr
FMS - ALL - Expenditures	- AR Billing Type (AR Billing Header)	Billing Type Desc	-	AR Billing Header	D_W_BI_HDR
FMS - ALL - Expenditures	- AR Billing Type (AR Billing Header)	Billing Type Id	-	AR Billing Header	D_BI_TYPE_Billing_Hdr

## OBIEE Quick Reference Guide - Data Dictionary Statewide Dashboard

### Tab 3: OBIEE Data Dictionary Detailed All Columns Report

**Suggested Use:** This report does not have required prompts, so there is more flexibility for searching the prompts for field names. This report is useful for searching for fields with names that have changed from the source system data.

**Note:** The Logical Table/Source/Column fields and the Physical Table/Column fields are included to provide information about how the data is stored in the OBIEE repository. This information can be used to help identify relationships between the data fields, but it does NOT provide direct mapping back to the source system.



**OBIEE Data Dictionary**

OBIEE Data Dictionary | OBIEE Data Dictionary Detailed | **OBIEE Data Dictionary Detailed All Columns**

Navigation - Data Dictionary Detailed All Columns  
SWIFT Data Warehouse

Prompts - Data Dictionary Detailed All Columns

Select required values from drop-downs. \* Asterisk denotes required field.  
Each selection criteria is dependent on each other. Your drop down choices will vary accordingly.

Subject Area: FMS - ALL - Expendit\*

Presentation Table (Folder): --Select Value--

Presentation Column (Field): --Select Value--

Logical Table: --Select Value--

Logical Column: --Select Value--

Physical Table: --Select Value--

Physical Column: --Select Value--

Apply | Reset

Filters - Data Dictionary Detailed All Columns

Results - Data Dictionary Detailed All Columns

Data Dictionary Detailed All Columns  
Time run: 6/27/2016 1:38:48 PM

Fact Repository	Subject Area	Presentation Table (Folder)	Presentation Column (Field)	Presentation Column Desc	Logical Table	Logical Table Source
FMS - ALL - Expenditures	- AR Billing Type (AR Billing Header)	Billing Type	-	AR Billing Header	-	
FMS - ALL - Expenditures	- AR Billing Type (AR Billing Header)	Billing Type	-	AR Billing Header	-	
FMS - ALL - Expenditures	- Bank Account (AR Deposit)	Bank Account	-	AR Deposit	-	

#### Prompts – Data Dictionary Detailed All Columns:

Subject Area.

Presentation Table (Folder).

Presentation Column (Field).

Logical Table.

Logical Column.

Physical Table.

Physical Column.

#### Report Columns:

Subject Area.

Presentation Table (Folder).

Presentation Column (Field).

Presentation Column Description.

Logical Table.

Logical Table Source.

Logical Column.

Logical Column Source.

Logical Column Description.

Physical Table.

Physical Column.