

TO: State Agency Human Resource and Finance Managers

FROM: Kent Olson, Director, Division of Accounts and Reports

DATE: July 12, 2010

SUBJECT: Phased roll-out for Data Warehouse Power User Access

Now that Fiscal Year 2011 information is being recorded in both SHARP and SMART, the Department of Administration is preparing for the launch of the new Data Warehouse! To be sure that a quality product with accurate information is made available to agencies, the project team has been diligently loading data, validating the integrity of records and developing/reviewing reports. The data warehouse will be the final product implemented by the Sunflower Project. The initial group of SHARP-related subject areas will be available on July 19th and the initial SMART related subject area will be available on July 30th.

Each agency was asked to identify individuals in the agency who would be given the data warehouse 'Power User' security role. This role provides users with the ability to modify pre-built dashboards and to develop their own requests. These individuals were required to attend instructor led training to learn how to use the Business Intelligence Answers tool to perform these functions within the data warehouse. Upon careful consideration of the complexities involved with supporting and maintaining the Data Warehouse, a decision has been made to implement the 'Power User' role in three phases. The list of agencies for each phase is attached to this memo. The agencies included in the initial phase were selected to represent a cross-section of the branches of government and functions of government.

Phase	Number of Agencies	Date to bring on Power Users
One	21	July 19 – SHARP Power Users July 30 – SMART Power Users
Two	33	August 14
Three	23	September 13

Agencies not included in the first phase will have the ability to access pre-built dashboards and to request additional reports be generated by staff on the Department of Administration's data warehouse team. Your agency's SMART Help Desk Contacts/Liaisons

should log a help desk ticket on line at <http://www.da.ks.gov/smart/> through the ServiceDesk link using the category of “Data Warehouse” and the sub-category of “Requests” or “Dashboards” to request new or updates to existing dashboards and requests.

I fully understand this decision may be a disappointment to agencies that are not in the initial phase but do feel this will allow us to provide the best level of support to all agencies while we learn how to use this exciting new management reporting tool being implemented for the State of Kansas. Because reports and other requests for information frequently are time-sensitive in nature, please know the data warehouse team is firmly committed to providing the Phase 2 and 3 agencies with timely and accurate support.