

Discoverer FMLA Report Procedures

Login to PROD database for the
Using JOCO XXX HR Payroll responsibility
Open workbook JOCO_FMLA_Report

The screenshot shows a Microsoft Internet Explorer browser window titled "Connect to Discoverer - Microsoft Internet Explorer". The address bar contains the URL "http://admsunxapp01.ad.jocoks.com:7777/discoverer/plus". The page content includes the Oracle Discoverer Plus logo and the heading "Connect to OracleBI Discoverer". Below this, there is a "Connect Directly" section with a form for entering connection details. The form fields are: "Connect To" (Oracle Applications), "User Name" (empty), "Password" (empty), "Database" (prod), and "Locale" (English (United States)). A "Go" button is located below the form. At the bottom of the page, there is a copyright notice for Oracle Corporation and links for "About OracleBI Discoverer Plus Version 10.1.2.48.18" and "Oracle Technology Network". The Windows taskbar at the bottom shows the Start button, several open applications (Inbox - Microsoft Outlook, FMLA_report.doc - Micro..., Connect to Discoverer...), a Google search bar, system tray icons (86 °F, network, volume), and the time (2:48 PM).

ORACLE Discoverer Plus
Business Intelligence

Connect to OracleBI Discoverer

Welcome to OracleBI Discoverer.

Connect Directly
Enter your connection details below to connect directly to OracleBI Discoverer.

* Indicates required field.

Connect To: Oracle Applications

* User Name:

* Password:

* Database: prod

Locale: English (United States)

[Help](#)

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Select a Responsibility. - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Refresh Print Mail Stop

Address http://admsunxapp01.ad.jocoks.com:7777/discoverer/app/directPartialConnect?password=*****&databaseIdentifier=prod&userName=rickey&connectionLocale=en_us&event=c

ORACLE Discoverer Plus
Business Intelligence [Help](#)

Account Details: Select Responsibility

More than one Responsibility exists for the account you have chosen. Please select the one you wish to use below. [Cancel](#) [Continue](#)

Responsibility
Select a Responsibility.

Locale	English (United States)
Database User Name	rickey
Database	prod
Connection Type	APPS
Responsibility	JOCO HRD HR Payroll

[Cancel](#) [Continue](#)

[Help](#)

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Start | Inbox - Microsoft Outlook | FMLA_report.doc - Micro... | Select a Responsibilit... | Google | 86 °F | 2:49 PM

OracleBI Discoverer - Microsoft Internet Explorer

File Edit View Format Tools Help

Workbook Wizard - Step 1 of 5: Create/Open Workbook

Connected to the Database: PROD (EUL:EUL4_US)

What do you want to do?

Open an existing workbook

Recently Used:
There are no recently used workbooks.

Create a new workbook

Select the objects to display in the worksheet

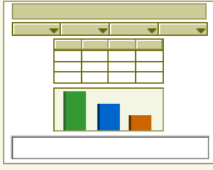
Title

Page Items

Crosstab Table

Graph
Placement:

Text Area

Example:


Help Properties... Show SQL... Back Next Finish Cancel

Start | Inbox - Microsoft ... | FMLA_report.doc - ... | Connect to Discoverer - Microsoft Internet Explorer | OracleBI Discove... | Google | 86 F | 2:50 PM

OracleBI Discoverer - Microsoft Internet Explorer

File Edit View Format Tools Help

Available Items:

Items Conditions Cal

List:

Selected Items:

Open Workbook from Database

Choose a target worksheet by browsing available workbooks and selecting a worksheet

View: All Workbooks Name contains: Clear

Name	Owner	Modified
HRMS_Milestones	LEBER	Jan 23, 2007 8:46 AM
HRMS - EEO New Hires Detail	LEBER	Aug 28, 2007 12:35 PM
HRMS - Employee Hired or Terminate...	LEBER	Nov 2, 2005 8:26 AM
JCW.ExpiringDriversLicenses	LEBER	Jun 22, 2007 8:50 AM
JCW.TrainingReportbyEE	LEBER	Mar 29, 2007 3:37 PM
JOCO_EE_SalaryChange	LEBER	Apr 5, 2007 9:27 AM
JOCO_EE_Terminations	LEBER	Apr 3, 2007 12:07 PM
JOCO_EE_Users	LEBER	Aug 8, 2006 12:20 PM
JOCO_Election_Payroll	LEBER	Aug 24, 2006 1:30 PM
JOCO_Employee_SIT	LEBER	Aug 9, 2007 11:43 AM
JOCO_FMLA_Report	LEBER	May 31, 2007 8:56 AM
JOCO_JCW_HR_Employee	LEBER	Jan 8, 2007 9:15 AM
JOCO_Payroll_Employees_2006	LEBER	Mar 9, 2007 3:47 PM
JOCO_Recruitment	LEBER	Jul 13, 2007 12:21 PM

Description

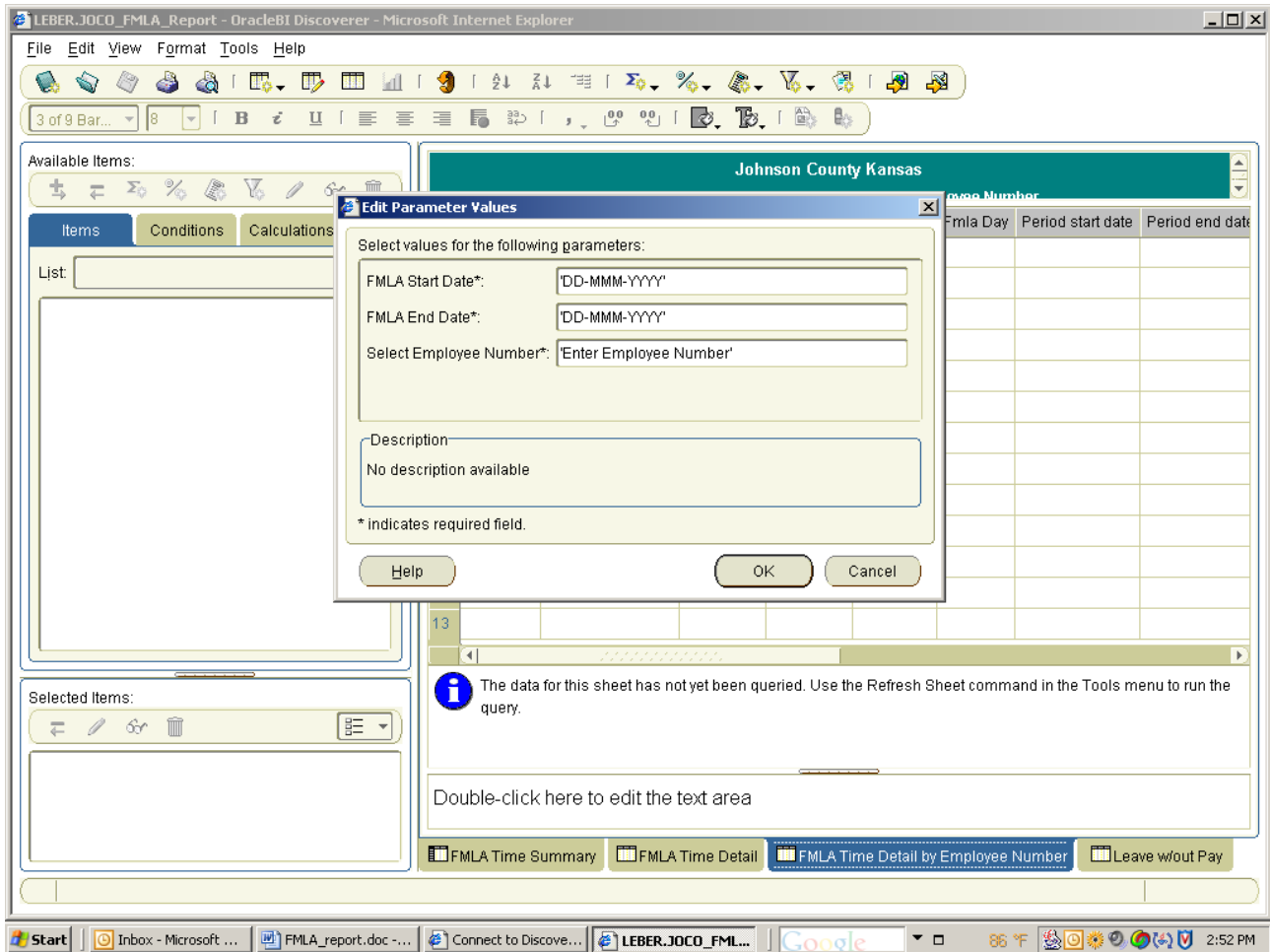
No description available

Help Open Cancel

1 of 4 Configure Alerts... X

Microsoft offers "peak" at new features of Office 2008 for Mac
ZDNet
Microsoft's Mac Business Unit on Tuesday pointed customers to a "sneak peek" at a nu..

Start | Inbox - Microsoft ... | FMLA_report.doc - ... | Connect to Discove... | OracleBI Discove... | Google | 86 °F | 2:54 PM



The dates do not need to be pay period dates.

The Select Employee Number – This is the employee’s number in Oracle.

The report will run for the organization to which the responsibility has access.

The 2 available tabs are summary of the time period selected, showing totals of the days worked; and the detail of the time period selected, showing days worked



Johnson County Kansas
JOCO_FMLA_Report: FMLA Time Summary
29-DEC-06 01.37.28 PM
Page: 1

Org Name	First name	Last name	Employee number	Pay Basis	Element Name	Hours
COR-Adult Field Services				Hourly-2080	FMLA Sick	162.00
				Total		162.00
				Hourly-2080	FMLA Sick	40.00
				Total		40.00
				Hourly-2080	FMLA Sick	54.50
				Total		54.50
				Hourly-2080	FMLA Sick	54.00
				Total		54.00
				Hourly-2080	FMLA Sick	5.00
				Total		5.00
				Hourly-2080	FMLA Sick	5.00
				Total		5.00

File Edit Sheet Tools Graph Help

ORACLE
Discoverer™

Johnson County Kansas
 JOCO FMLA_Report: FMLA Time Detail
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	Org Name	Employee Number	Last Name	First Name	Period Start Date	Period End Date	Date Worked	Day Worked	Element Name	Hours	Pay Basis	Position Name	Period name	Hours Entry Type	Supervisor				
1	COR-Adult Field Services				16-JUL-2006	29-JUL-2006	21-JUL-2006	FRIDAY	FMLA Sick	1.50	Hourly-2080	COR.	16 2006 Bi-Week	Time Entry Hours					
2					13-AUG-2006	26-AUG-2006	21-AUG-2006	MONDAY	FMLA Sick	1.50	Hourly-2080		18 2006 Bi-Week						
3					10-SEP-2006	23-SEP-2006	15-SEP-2006	FRIDAY	FMLA Sick	2.00	Hourly-2080		20 2006 Bi-Week						
4								15-SEP-2006	FRIDAY	FMLA Vacation	0.25								
5								22-SEP-2006	FRIDAY	FMLA Vacation	1.25								
6												Total Hours: 6.50							
7	COR-Adult Field Services				02-JUL-2006	15-JUL-2006	07-JUL-2006	FRIDAY	FMLA Sick	8.00	Hourly-2080	COR.	15 2006 Bi-Week	Time Entry Hours					
8							10-JUL-2006	MONDAY	FMLA Sick	8.00									
9							06-JUL-2006	THURSDAY	FMLA Sick	8.00									
10							13-JUL-2006	THURSDAY	FMLA Sick	8.00									
11							12-JUL-2006	WEDNESDAY	FMLA Sick	8.00									
12							05-JUL-2006	WEDNESDAY	FMLA Sick	8.00									
13							11-JUL-2006	TUESDAY	FMLA Sick	8.00									
14							14-JUL-2006	FRIDAY	FMLA Sick	8.00									
15							03-JUL-2006	MONDAY	FMLA Sick	8.00									
16							16-JUL-2006	29-JUL-2006	21-JUL-2006	FRIDAY						FMLA Sick	8.00	Hourly-2080	16 2006 Bi-Week
17										20-JUL-2006						THURSDAY	FMLA Sick	8.00	
18				26-JUL-2006	WEDNESDAY	FMLA Sick	8.00												

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NOTE: The identification of employees has been erased on these examples.
 Revised: 2/26/08