

The Member Activities Cube

Procedures to Display
Instructor and Aide hours
on MT and PE Missions

Enter the "Member Activities" Cube

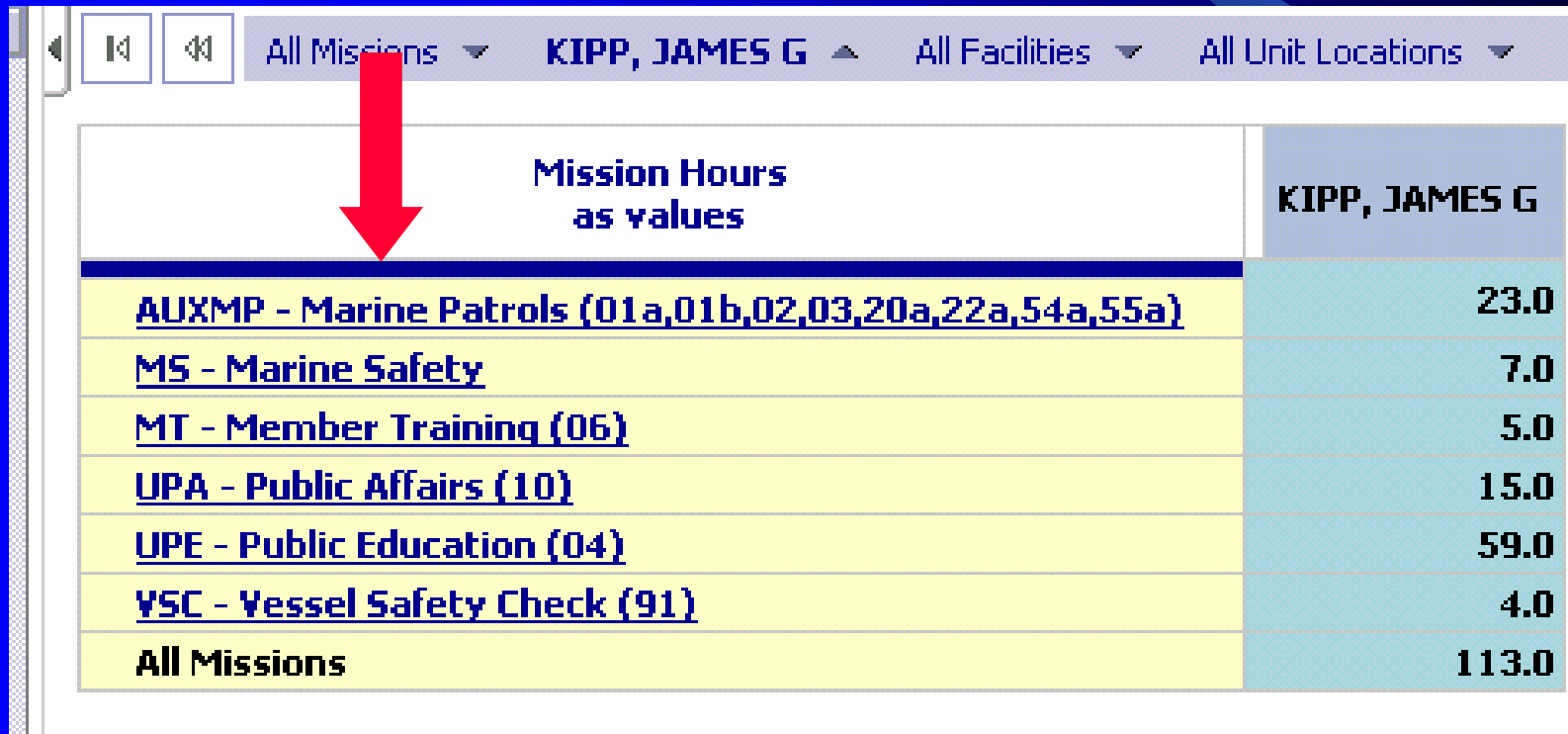
Cognos PowerPlay Web Explorer **AUXDATA Member Activities** COC

The AUXDATA Member Activities cube displays statistics related to individual member participation in Auxiliary missions. Hours performed to complete Auxiliary missions using Air, Boat, and Radio facilities are available in addition to hours spent in support of Unit based missions such as Public Education or Public Affairs. Supplemental statistics such as ATON Verified, PE and PA related contributions, and other mission related parameters are also available. Upper level Flotilla, Division, and District statistics reflect the sum of all individual member activities vice the unique unit/level activities as reflected on the Unit Summary Report. Cube questions should be directed to ENS Justin Cassell, JCassell@comdt.uscg.mil (800) 842-8740 x 71010; or Harry Schoe BC-ISL@cgaux.org. Cube last refreshed on Monday, November 03, 2003.

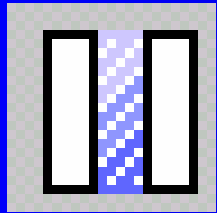
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All Missions ▾
All Units ▾
All Facilities ▾
All Unit Locations ▾
All Activities ▾
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Mission Hours as values	<u>United States Coast Guard</u>	All Units
<u>ATON - Aids To Navigation (30,31,32)</u>	51,412.0	51,339.0
<u>AUXADMN - Aux Administrative Support (99)</u>	3,732,303.0	3,731,917.0
<u>AUXMP - Marine Patrols (01a,01b,02,03,20a,22a,54a,55a)</u>	1,375,571.0	1,362,610.0
<u>CGADMN - Cq Administrative Support (08,92)</u>	355,808.0	354,860.0
<u>CGOPS - Cq Operational Support (07,20,21,22,26,54)</u>	432,367.0	430,570.0
<u>CYS - Commercial Vessel Safety</u>	8,069.0	8,062.0
<u>ELT - In Support Of Enforcement Of Laws And Treaties (27)</u>	13,204.0	13,124.0

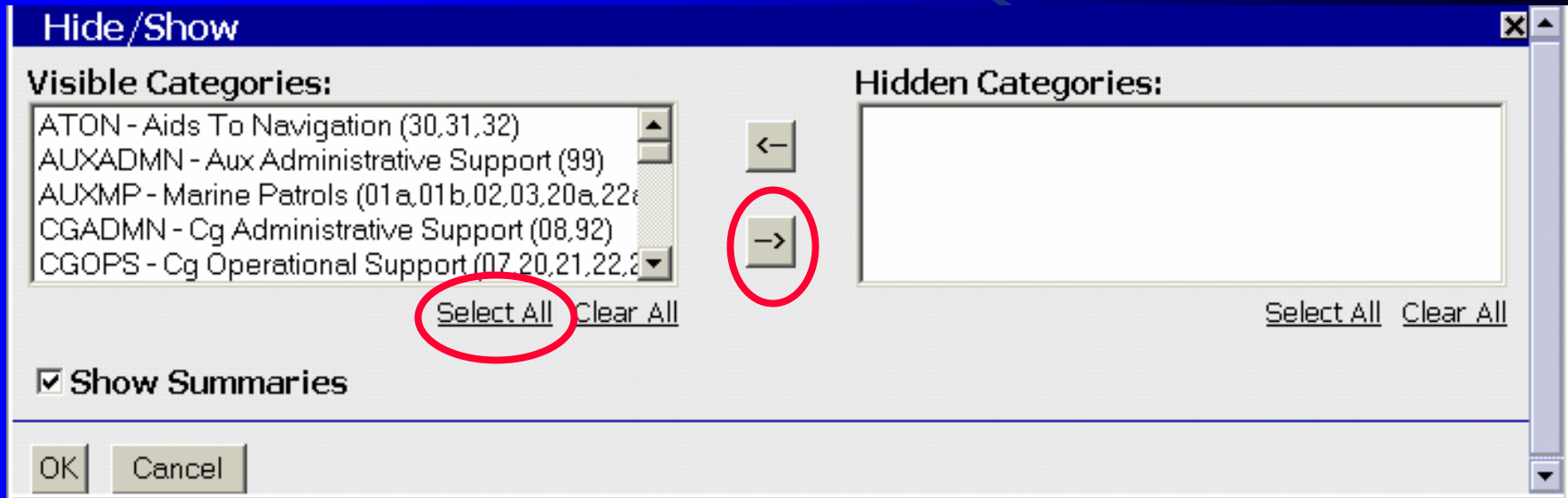
To display only MT and PE activities, click in the small rectangle above the column. This highlights the column in yellow. Then



Mission Hours as values	KIPP, JAMES G
<u>AUXMP - Marine Patrols (01a,01b,02,03,20a,22a,54a,55a)</u>	23.0
<u>MS - Marine Safety</u>	7.0
<u>MT - Member Training (06)</u>	5.0
<u>UPA - Public Affairs (10)</u>	15.0
<u>UPE - Public Education (04)</u>	59.0
<u>YSC - Vessel Safety Check (91)</u>	4.0
All Missions	113.0

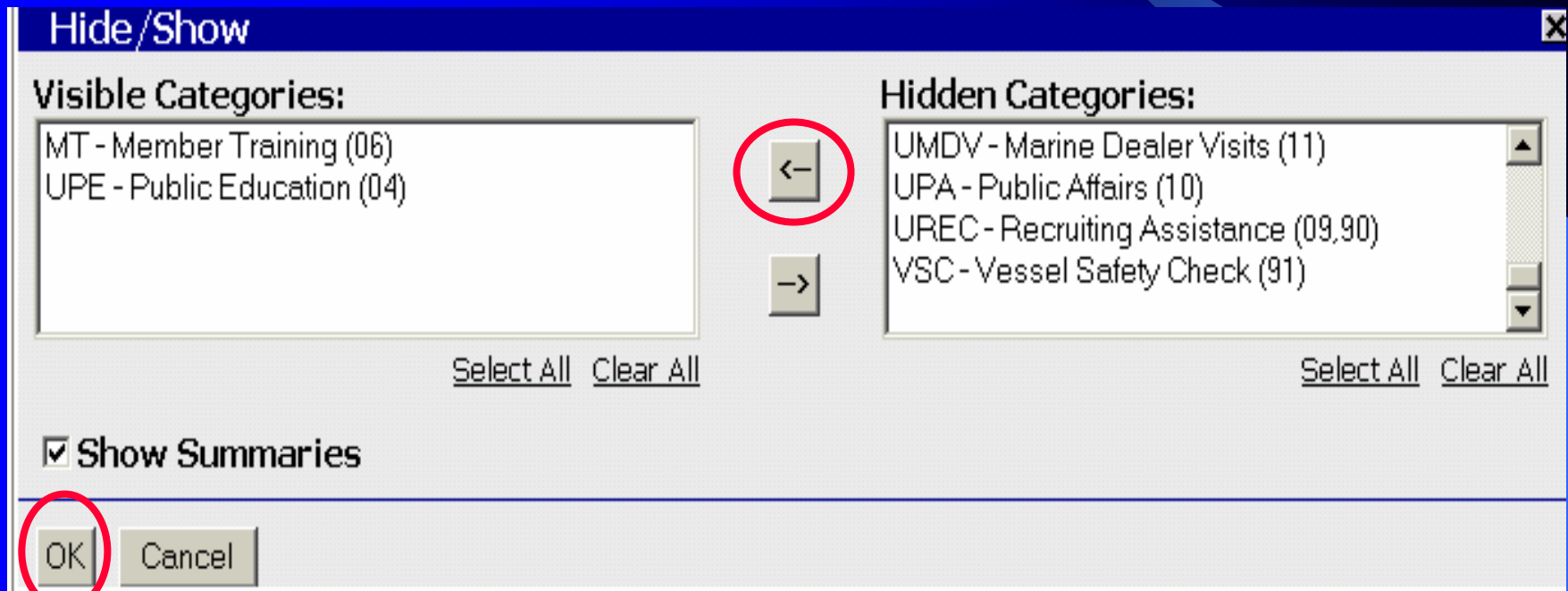


...click on the Show Hide icon on the bottom Menu Bar to bring up the Show Hide screen.



Listed in the Visible Categories window are all rows currently visible. To display only the MT and PE missions, Click "Select All" and the right facing arrow

In the right window, scroll down and click on MT then click the left facing arrow. Scroll down and click on UPE then click the left facing arrow and both MT and UPE are moved to the left window,



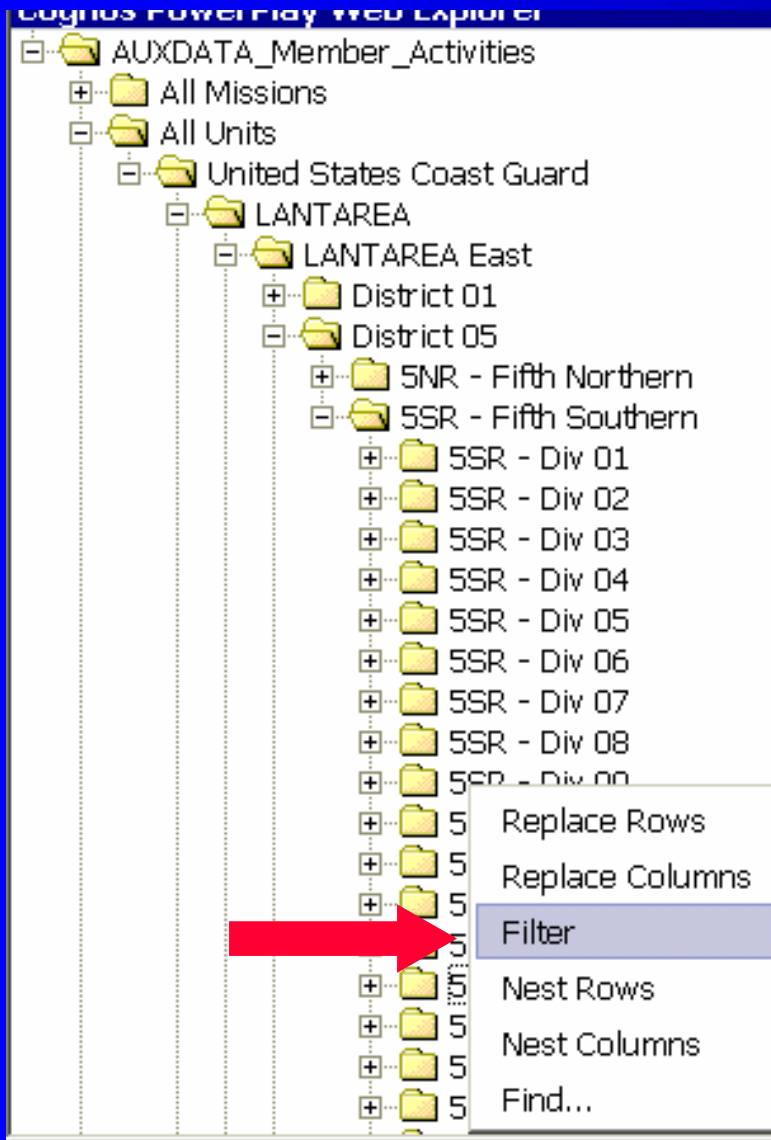
To complete the action, click "OK"

Only the MT and UPE Activities are now shown

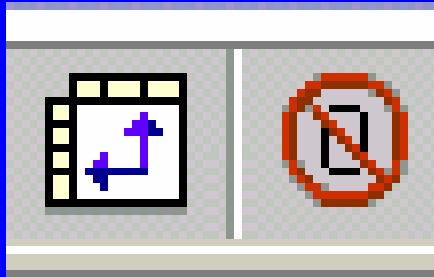
Internet Explorer AUXDATA_Member_Activi

Home Back All Missions ▾ All Units ▾ All Facilities ▾ All Unit Locations ▾ A

Mission Hours as values	<u>United States Coast Guard</u>	All Units
<u>MT - Member Training (06)</u>	191,255.0	189,155.0
<u>UPE - Public Education (04)</u>	305,440.0	301,398.0



To see the number of MT and PE hours as Instructors or Aides, members in a Division have performed, drill down to the desired Division. Right click on the Division name and left click on “Filter” on the pop up.



Click on both “Swap Axis” and “Suppress Zero” icons, and you have the hours for each Flotilla

XDATA_Member_Activities COGNO

⏪
⏩
All Missions ▾
55R - Div 14 ▾
All Facilities ▾
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Mission Hours as values	<u>MT - Member Training (06)</u>	<u>UPE - Public Education (04)</u>	All Missions
<u>054-14-01 MANASSAS</u>	23.0	204.0	1,170.0
<u>054-14-02 ALEXANDRIA</u>	197.0	207.0	7,224.0
<u>054-14-03 FAIRFAX</u>	157.0	180.0	3,089.0
<u>054-14-04 MT VERNON</u>	321.0	464.0	2,994.0
<u>054-14-05 COLONIAL BEACH</u>	76.0	181.0	5,142.0
<u>054-14-06 OCCOQUAN</u>	248.0	633.0	8,703.0
<u>054-14-07 FREDERICKSBURG</u>	312.0	692.0	4,924.0
55R - Div 14	1,334.0	2,561.0	33,246.0

<u>054-14-04 MIT VERNON</u>	321.0
<u>054-14-05 COLONIAL BEACH</u>	76.0
<u>054-14-06 OCCOQUAN</u>	248.0
<u>054-14-07 FREDERICKSBURG</u>	312.0
5SR - Div 14	1,334.0

Zero suppression.

- Insert Calculation...
- Hide Selection ←
- Hide/Show...
- Agent
- Explain

To eliminate the Division Totals, right click on the Division and left click on “Hide Selection.”

To eliminate the “All Missions” total, right click on “All Missions”

Cognos PowerPlay Web Explorer AUXDATA_Member_Activities

All Missions 5SR - Div 14 All Facilities All Unit Locations All Activities All Years

Mission Hours as values	<u>MT - Member Training (06)</u>	<u>UPE - Public Education (04)</u>	All Missions
<u>054-14-01 MANASSAS</u>	3.0	204.0	1,170.0
<u>054-14-02 ALEXANDRIA</u>	7.0	207.0	7,224.0
<u>054-14-03 FAIRFAX</u>	7.0	180.0	3,089.0
<u>054-14-04 MT VERNON</u>	1.0	464.0	2,994.0
<u>054-14-05 COLONIAL BEACH</u>	6.0	181.0	5,142.0
<u>054-14-06 OCCOQUAN</u>	8.0	633.0	8,703.0
<u>054-14-07 FREDERICKSBURG</u>	2.0	692.0	4,924.0

Context menu for 'All Missions':

- Insert Calculation...
- Hide Selection ←
- Hide/Show...
- Agent
- Explain

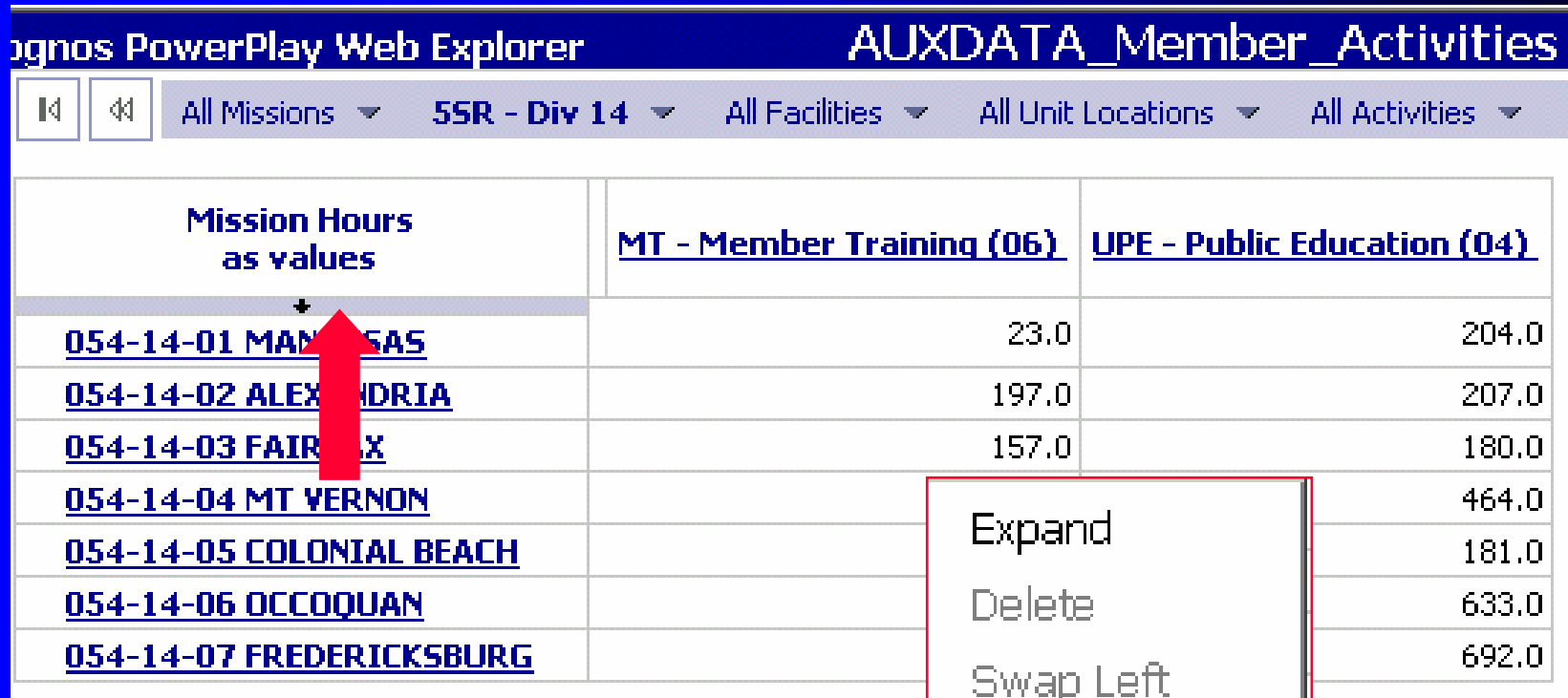
Then click on “Hide Selection.”

Right click on the small rectangle over the column.

Cognos PowerPlay Web Explorer AUXDATA_Member_Activities

All Missions ▾ 55R - Div 14 ▾ All Facilities ▾ All Unit Locations ▾ All Activities ▾

Mission Hours as values	<u>MT - Member Training (06)</u>	<u>UPE - Public Education (04)</u>
+		
<u>054-14-01 MANASSAS</u>	23.0	204.0
<u>054-14-02 ALEXANDRIA</u>	197.0	207.0
<u>054-14-03 FAIRFAX</u>	157.0	180.0
<u>054-14-04 MT VERNON</u>		464.0
<u>054-14-05 COLONIAL BEACH</u>		181.0
<u>054-14-06 OCCOQUAN</u>		633.0
<u>054-14-07 FREDERICKSBURG</u>		692.0

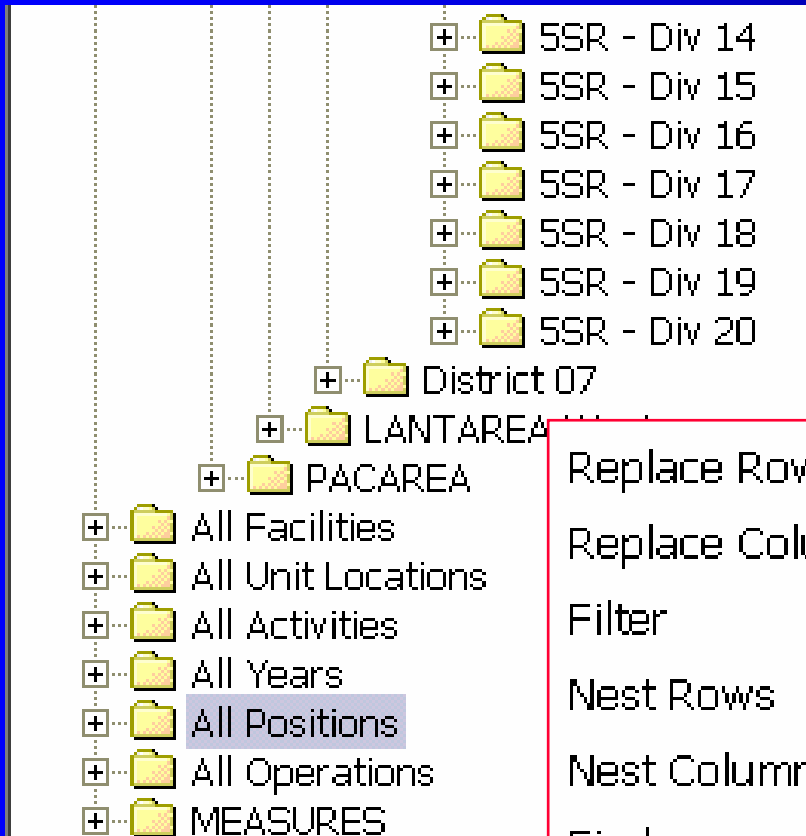


Then click on “Down a Level” on the pop up.

The members who have taught a MT or PE class, or who have served as an aide, are now shown

Mission Hours as values	<u>MT - Member Training (06)</u>	<u>UPE - Public Education (04)</u>
<u>HITE, EDWARD D</u>	2.0	9.0
<u>KIPP, JAMES G</u>	5.0	59.0
<u>MONROE, BARBARA J</u>	5.0	76.0
<u>MYERS, ALICE M</u>	2.0	22.0
<u>MYERS, THOMAS L</u>	2.0	20.0
<u>POPLIN, FRANCES L</u>	2.0	4.0
<u>POPLIN, LARRY M</u>	5.0	6.0
<u>RIGGINS, NORMAN A</u>	0.0	8.0
<u>CALLAHAN, THOMAS J</u>	5.0	0.0
<u>COIT, ROBERT K</u>	2.0	4.0
<u>DOXEY, JOHN W</u>	13.0	12.0
<u>FAABORG, JENS C</u>	5.0	35.0
<u>FARWELL, RICHARD K</u>	0.0	1.0
<u>HAMILTON, MICHELLE</u>	0.0	0.0

To separate IT from Aide hours, scroll down on the left to “All Positions” and right click on it.

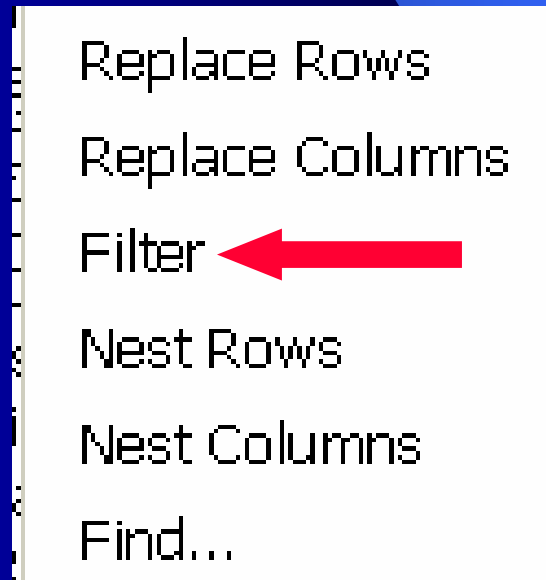


Left click on “Nest Columns.”

Click on the “+” by “All Years” and right click on “CY 2003.”



Then left click on “Filter” to display the 2003 hours.



The result is this. To obtain what is needed, the “Trainee”, “All Positions” and “All Missions” should be removed. Right click on one “All Positions.”

November 03, 2003

All Missions ▾ 5SR - Div 14 ▾ All Facilities ▾ All Unit Locations ▾ All Activities ▾ CY 2003 ▾

Mission Hours as values	LEAD	NON LEAD	TRAINEE	All Positions	LEAD	NON LEAD	TRAINEE	All Positions	All Missions
HITE, EDWARD D	0.0	0.0	1.0	1.0	0.0	9.0	0.0	9.0	43.0
KIPP, JAMES G	1.0	0.0	3.0	4.0	19.0	6.0	0.0	25.0	49.0
MONROE, BARBARA J	0.0	0.0	4.0	4.0	0.0	24.0	0.0	24.0	217.0
MYERS, ALICE M	0.0	0.0	2.0	2.0	0.0	10.0	0.0	10.0	12.0
MYERS, THOMAS L	0.0	0.0	2.0	2.0	6.0	2.0	0.0	8.0	17.0
POPLIN, FRANCES L	0.0	0.0	2.0	2.0	0.0	2.0	0.0	2.0	12.0
POPLIN, LARRY M	0.0	0.0	5.0	5.0	0.0	2.0	0.0	2.0	39.0
DOXEY, JOHN W	0.0	0.0	4.0	4.0	4.0	0.0	0.0	4.0	174.0
FAABORG, LAURA K	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	12.0
HAMILTON, MICHELLE A	0.0	0.0	2.0	2.0	0.0	0.0	0.0	0.0	29.0
HAYES, RICHARD B	7.0	0.0	0.0	7.0	10.0	1.0	0.0	11.0	72.0
JOHNSON, JOAN D	0.0	0.0	2.0	2.0	0.0	2.0	0.0	2.0	4.0
JOHNSON, WILLIAM C	0.0	0.0	4.0	4.0	2.0	0.0	0.0	2.0	6.0

On the pop up, left click on “Hide Selection.”

<u>Training (06)</u>				<u>UPE - Public Education (04)</u>		
<u>0</u>	<u>NON LEAD</u>	<u>TRAINEE</u>	All Position	<u>LEAD</u>	<u>NON</u>	<u>TRAINEE</u>
.0	0.0	0.0				
.0	0.0	0.0				0
.0	0.0	2.0				0
.0	0.0	3.0				0
.0	0.0	5.0				0
.0	0.0	2.0	2.0	0.0	22.0	0
.0	0.0	2.0	2.0	14.0	6.0	0
.0	0.0	2.0	2.0	0.0	4.0	0



Repeat the same process with the “All Missions” column. Right click on “All Missions” and left click on “Hide Selection” on the pop up.

November 03, 2003

All Missions ▾ 55R - Div 14 ▾ All Facilities ▾ All Unit Locations ▾ All Activities ▾ CY 2003 ▾

Mission Hours as values	<u>MT - Member Training (06)</u>			<u>UPE - Public Education (04)</u>			All Missions
	<u>LEAD</u>	<u>NON LEAD</u>	<u>TRAINEE</u>	<u>LEAD</u>	<u>NON LEAD</u>	<u>TRAINEE</u>	
<u>HITE, EDWARD D</u>	0.0	0.0	1.0	0.0	9.0	0.0	43.0
<u>KIPP, JAMES G</u>	1.0	0.0	3.0	19.0	6.0	0.0	49.0
<u>MONROE, BARBARA J</u>	0.0	0.0	4.0	0.0	24.0	0.0	217.0
<u>MYERS, ALICE M</u>	0.0	0.0	2.0	0.0	10.0	0.0	12.0
<u>MYERS, THOMAS L</u>	0.0	0.0	2.0	6.0	2.0	0.0	17.0
<u>DORLIN, FRANCES J</u>	0.0	0.0	2.0	0.0	2.0	0.0	12.0

To remove the two “Trainee” columns, right click on one, then left click on “Hide Selection” on the pop up.

⏪ ⏩ All Missions ▾ 55R - Div 14 ▾ All Facilities ▾ All Unit Locations ▾					
Mission Hours as values	<u>MT - Member Training (06)</u>			<u>UPE - Public Ed</u>	
	<u>LEAD</u>	<u>NON LEAD</u>	<u>TRAINEE</u>	<u>LEAD</u>	<u>NON LEAD</u>
<u>HITE, EDWARD D</u>	0.0	0.0	1.0	0.0	
<u>KIPP, JAMES G</u>	1.0	0.0	3.0	19.0	
<u>MONROE, RABRADA J</u>	0.0	0.0	4.0	0.0	

Another feature is the available in this new version. Any column can be sorted. To do so, right click on the desired column to sort.

Member 03, 2003

All Missions ▾ 55R - Div 14 ▾ All Facilities ▾ All Unit Locations ▾ All Activities ▾

Mission Hours as values	<u>MT - Member Training (06)</u>		<u>UPE - Public Education (04)</u>	
	<u>LEAD</u>	<u>NON LEAD</u>	<u>LEAD</u>	<u>NON LEAD</u>
<u>HITE, EDWARD D</u>	0.0	0.0	0.0	9.0
<u>KIPP, JAMES G</u>	2.0	0.0	37.0	22.0
<u>MONROE, BARBARA J</u>	0.0	0.0	0.0	76.0
<u>MYERS, ALICE M</u>	0.0	0.0	0.0	22.0
<u>MYERS, THOMAS L</u>	0.0	0.0	14.0	6.0
<u>POPLIN, FRANCES L</u>	0.0	0.0	0.0	4.0
<u>POPLIN, LARRY M</u>	0.0	0.0	0.0	6.0
<u>RIGGINS, NORMAN A</u>	0.0	0.0	8.0	0.0


After a right click on a column, ignore the pop up and left click on the “arrows” above the column heading, then




.... then on the second pop up, left click on the desired sort, either Descending or Ascending

	<u>MT - Member Training (06)</u>	<u>UPE</u>
	<u>LEA</u>	<u>LE</u>
	0.0	0.0
	0.0	0.0

Sorted Decending

Cours s	<u>MT - Membe</u>	
		
	<u>LEAD</u>	
<u>S J</u>	119.0	
<u>D</u>	60.0	
	53.0	
<u>EGORY T</u>	42.0	
<u>NARD J</u>	35.0	
	35.0	
<u>W</u>	28.0	
<u>MH</u>	21.0	
<u>NR</u>	16.0	
<u>A</u>	15.0	
<u>B</u>	11.0	

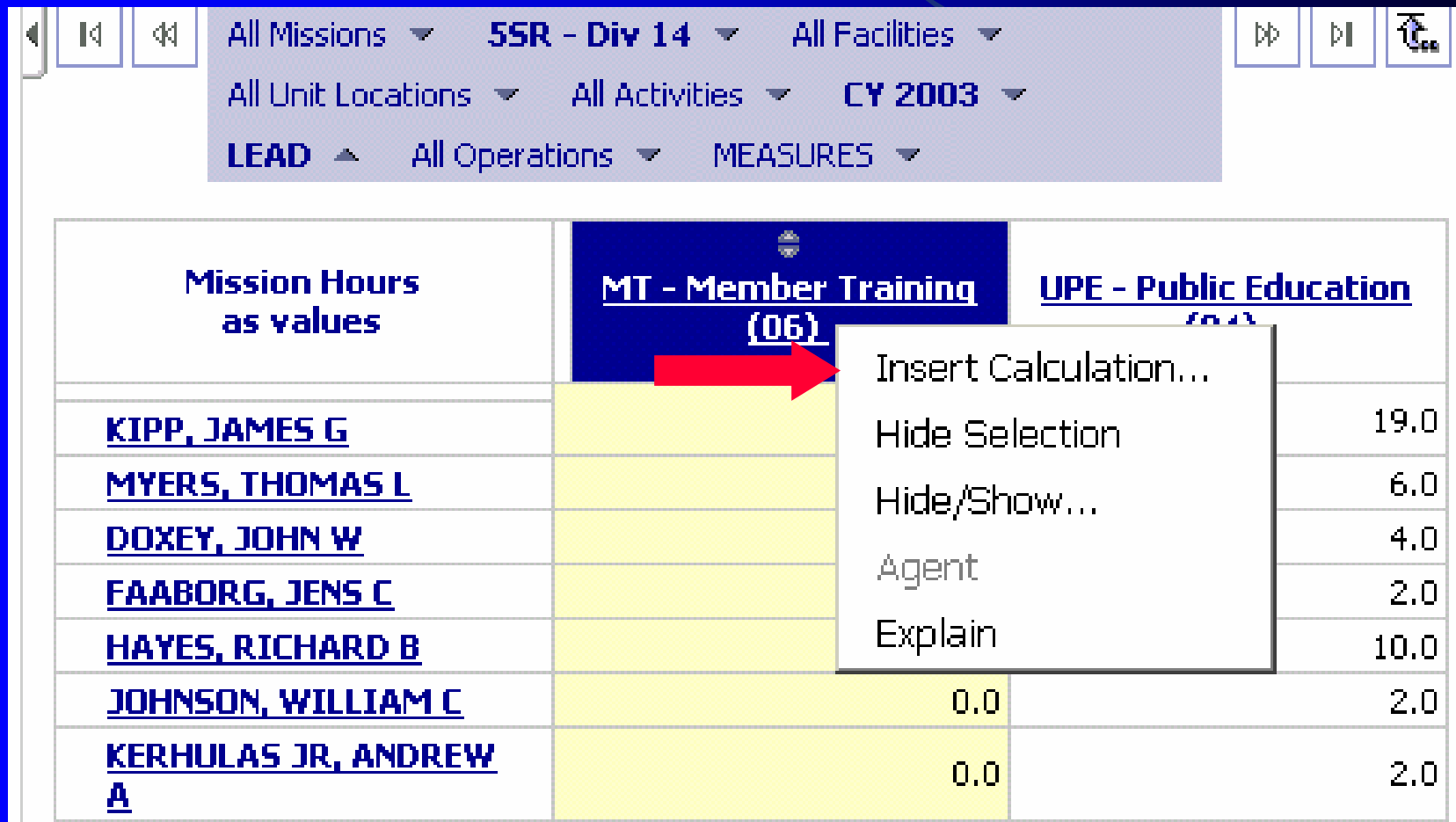
Sorted Ascending

	<u>MT - Membe</u>	
		
	<u>LEAD</u>	
	0.0	
<u>J</u>	0.0	
	0.0	
	0.0	
	0.0	
	0.0	
	0.0	
<u>A</u>	0.0	
	0.0	
<u>K</u>	0.0	

The Calculation feature can be used to add the MT hours with the PE hours. After obtaining a list of all members with Lead hours in MT and PE, right click on the MT column.

Mission Hours as values	<u>MT - Member Training (06)</u>	<u>UPE - Public Education (04)</u>
<u>KIPP, JAMES G</u>	1.0	19.0
<u>MYERS, THOMAS L</u>	0.0	6.0
<u>DOXEY, JOHN W</u>	0.0	4.0
<u>FAABORG, JENS C</u>	0.0	2.0
<u>HAYES, RICHARD B</u>	7.0	10.0
<u>JOHNSON, WILLIAM C</u>	0.0	2.0
<u>KERHULAS JR, ANDREW A</u>	0.0	2.0

On the pop up, left click on “Insert Calculation” In the Calculations screen, use the default “Add.”



The screenshot shows a software interface with a navigation bar at the top containing dropdown menus for 'All Missions', '55R - Div 14', 'All Facilities', 'All Unit Locations', 'All Activities', 'CY 2003', 'LEAD', 'All Operations', and 'MEASURES'. Below the navigation bar is a table with three columns: 'Mission Hours as values', 'MT - Member Training (06)', and 'UPE - Public Education (04)'. The table contains data for several individuals, with the 'MT' column highlighted in yellow. A context menu is open over the 'MT' column, listing options: 'Insert Calculation...', 'Hide Selection', 'Hide/Show...', 'Agent', and 'Explain'. A red arrow points to the 'Insert Calculation...' option.

Mission Hours as values	MT - Member Training (06)	UPE - Public Education (04)
<u>KIPP, JAMES G</u>		19.0
<u>MYERS, THOMAS L</u>		6.0
<u>DOXEY, JOHN W</u>		4.0
<u>FAABORG, JENS C</u>		2.0
<u>HAYES, RICHARD B</u>		10.0
<u>JOHNSON, WILLIAM C</u>	0.0	2.0
<u>KERHULAS JR, ANDREW A</u>	0.0	2.0

In the “Includes categories” window, scroll down to “MT” (which is highlighted) and continue scrolling to “UPE.” Pressing the “CTRL” button, click on “UPE,” then click on “OK.”

Calculations

Operation:
Add

Calculation name:

Includes categories:

- MT - Member Training (06)
- No Mission Listed
- OR - Operational Research
- RN - Auxiliary Radio Net (29)
- SAR - Search And Rescue (23,24,25)

Select All Clear All

Number:

OK Cancel

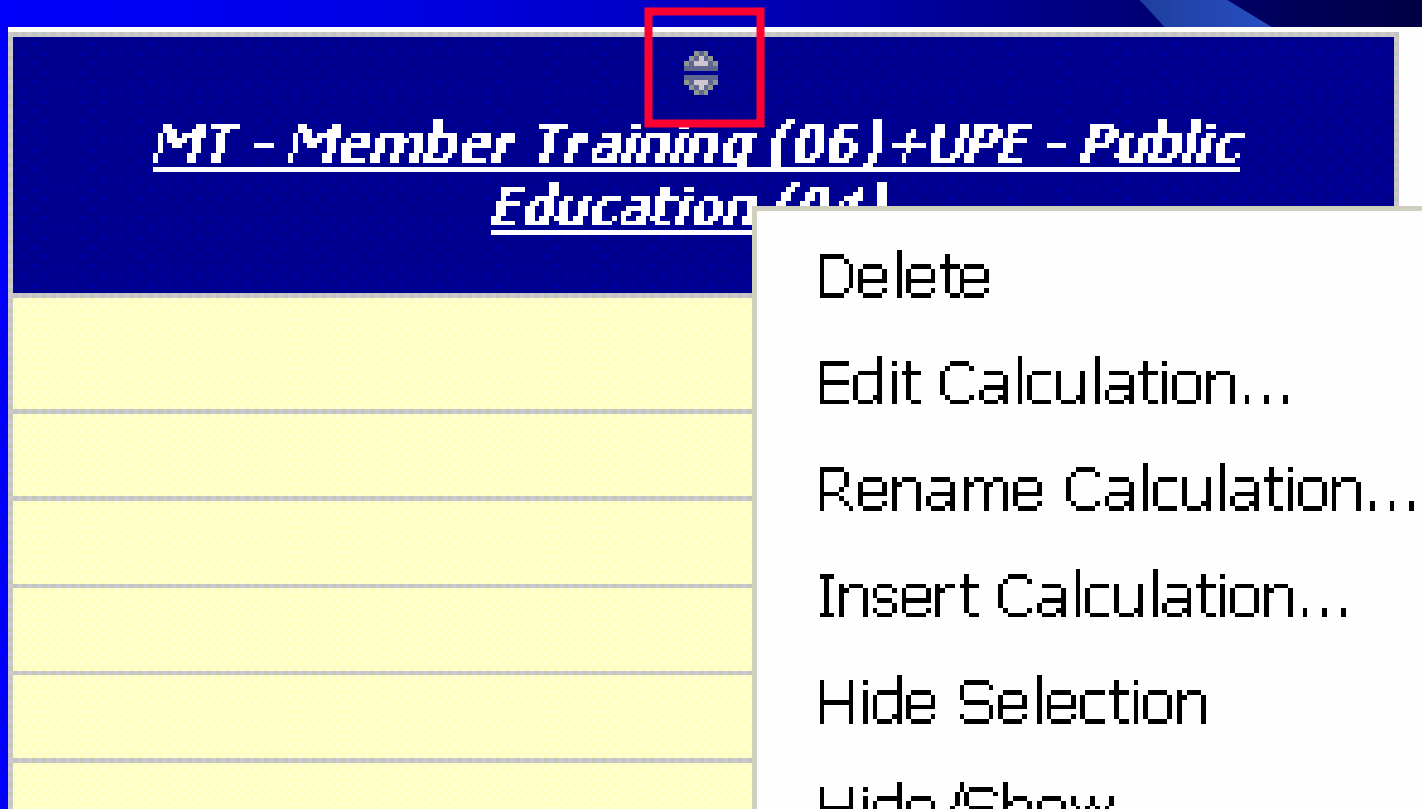
A new column is added to the report showing the total of MT plus PE hours.

Member by Lead

All Missions ▾ 55R - Div 14 ▾ All Facilities ▾
All Unit Locations ▾ All Activities ▾ CY 2003 ▾
LEAD ▲ All Operations ▾ MEASURES ▾

Mission Hours as values	<u>MT - Member Training (06)</u>	<u>UPE - Public Education (04)</u>	<u>MT - Member Training (06)+UPE - Public Education (04)</u>
<u>KIPP, JAMES G</u>	1.0	19.0	20.0
<u>MYERS, THOMAS L</u>	0.0	6.0	6.0
<u>DOXEY, JOHN W</u>	0.0	4.0	4.0
<u>FAABORG, JENS C</u>	0.0	2.0	2.0
<u>HAYES, RICHARD B</u>	7.0	10.0	17.0

This new column can be sorted to show the totals in descending or ascending order. Right click on the column heading, and ignore the pop up shown. Left click on the arrows at the top of the column.



Left click on “Sort Descending” and the rows....

Mission Hours as values	<u>MT - Member Training</u> <u>(06)</u>	<u>UPE - Public Education</u> <u>(04)</u>	<u>MT - Member Training</u> <u>Educational</u>	
<u>KIPP, JAMES G</u>	1.0	19.0		0.0
<u>MYERS, THOMAS L</u>	0.0	6.0		6.0
<u>DOXEY, JOHN W</u>	0.0	4.0		4.0
<u>FAABORG, JENS C</u>	0.0	2.0		2.0
<u>HAYES, RICHARD B</u>	7.0	10.0		17.0
<u>JOHNSON, WILLIAM C</u>	0.0	2.0		2.0
<u>KERHULAS JR, ANDREW</u>	0.0	2.0		2.0

- Sort Descending
- Sort Ascending
- No Sort

....of MT + PE is now sorted in descending order of total Instructor MT plus PE hours .

Mission Hours as values	<u>MT - Member Training (06)</u>	<u>UPE - Public Education (04)</u>	<u>MT - Member Training (06)+UPE - Public Education (04)</u>
<u>BOND II, GEORGE D</u>	51.0	0.0	51.0
<u>SHAFER, SAMUEL W</u>	0.0	38.0	38.0
<u>PLATT, ROBERT T</u>	7.0	27.0	34.0
<u>THOMAS, GORDON F</u>	3.0	26.0	29.0
<u>MUTNICK, MITCHELL I</u>	4.0	21.0	25.0
<u>TULLINGTON, BERNARD J</u>	20.0	2.0	22.0
<u>MOORE, CARROLL W</u>	13.0	9.0	22.0

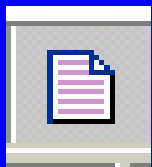
To be able to use this report in the future with out all of the previous steps, you can bookmark it. Anytime when on line, clicking on the bookmark will bring up the report with the latest data.

The report is now ready to save. First, Bookmark it. Click on the Bookmark icon,



When the screen repaints, add it to your Favorites

Mission Hours as values	<u>MT - Member Training (06)</u>	<u>UPE - Public Education (04)</u>	<u>MT - Member Training (06)+UPE - Public Education (04)</u>
<u>BOND II, GEORGE D</u>	51.0	0.0	51.0
<u>SHAHER, SAMUEL W</u>	0.0	38.0	38.0
<u>PLATT, ROBERT T</u>	7.0	27.0	34.0
<u>THOMAS, GORDON F</u>	3.0	26.0	29.0



To save the report click on the “File” icon,

Then click on “Export CSV”

-  Reset
-  Get Data Later
-  Export PDF...
-  Export CSV

