

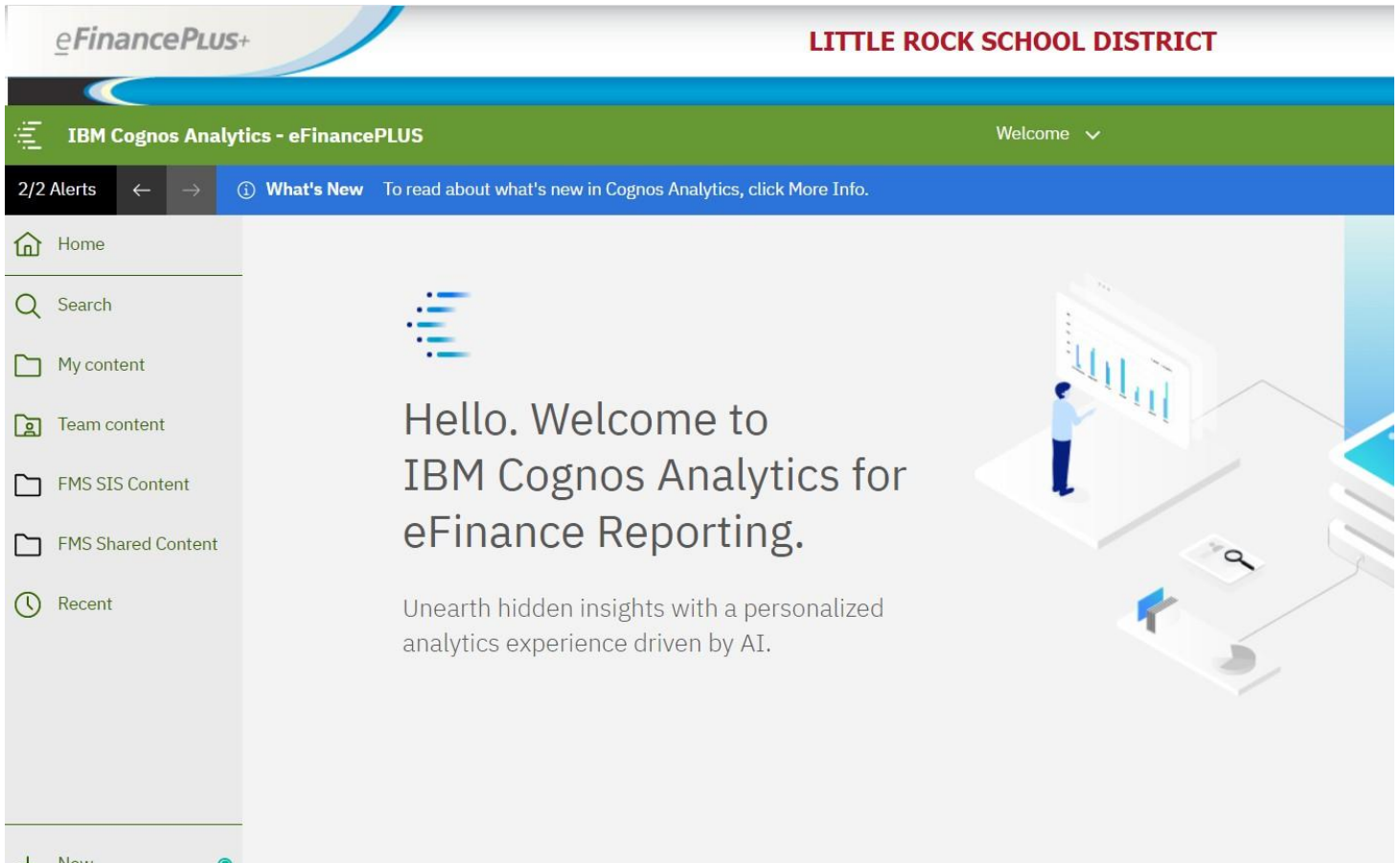
Cognos Reporting

Creating Staffing Reports with Vacancies (Manpower)

From Menu Screen, select

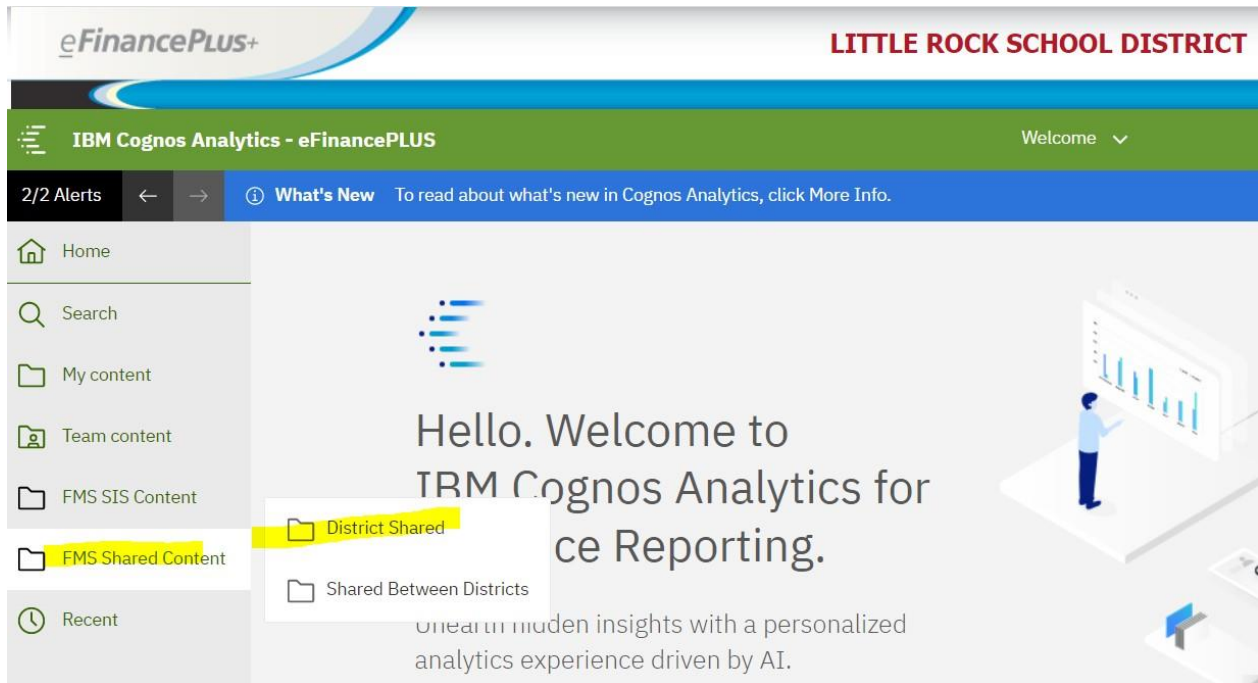
e-Forms & Tools > Tools > Cognos Reporting:

Revised screen prompts:

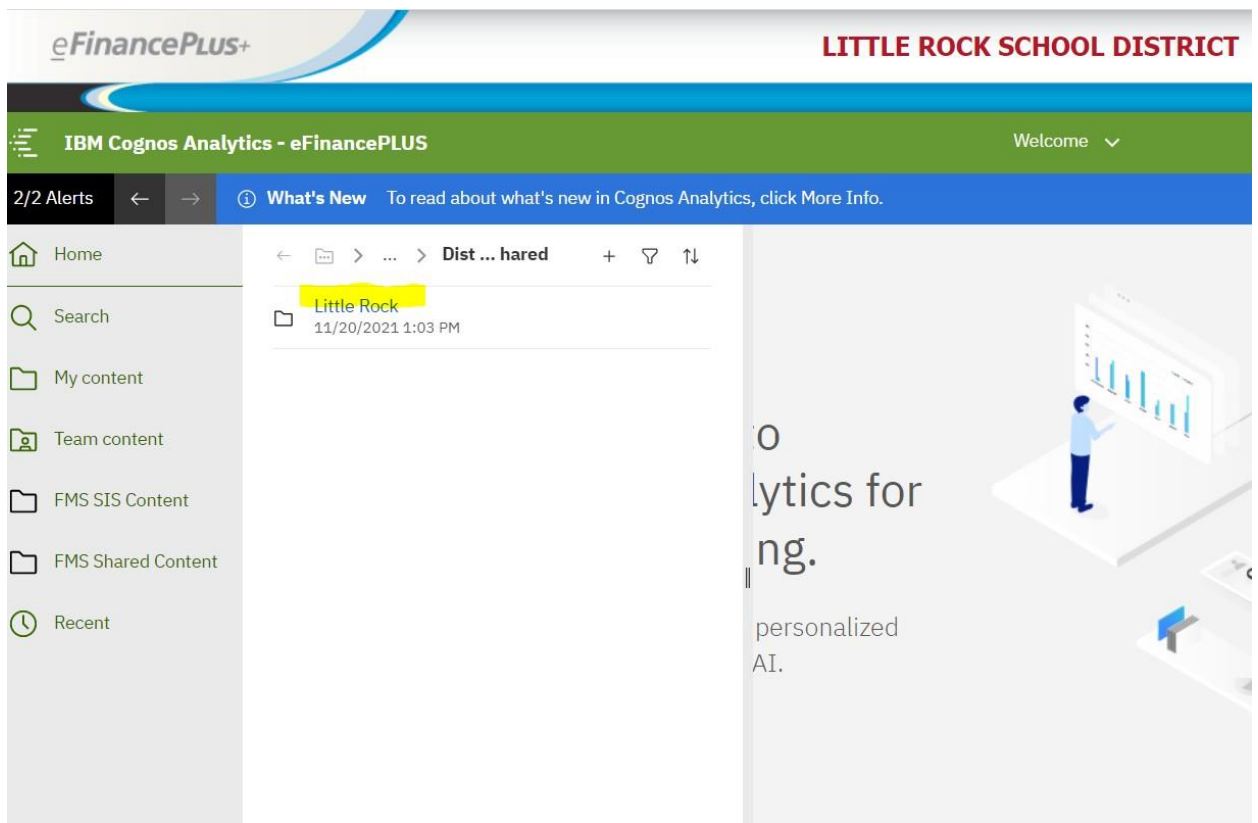


Select:

FMS Shared Content > District Shared



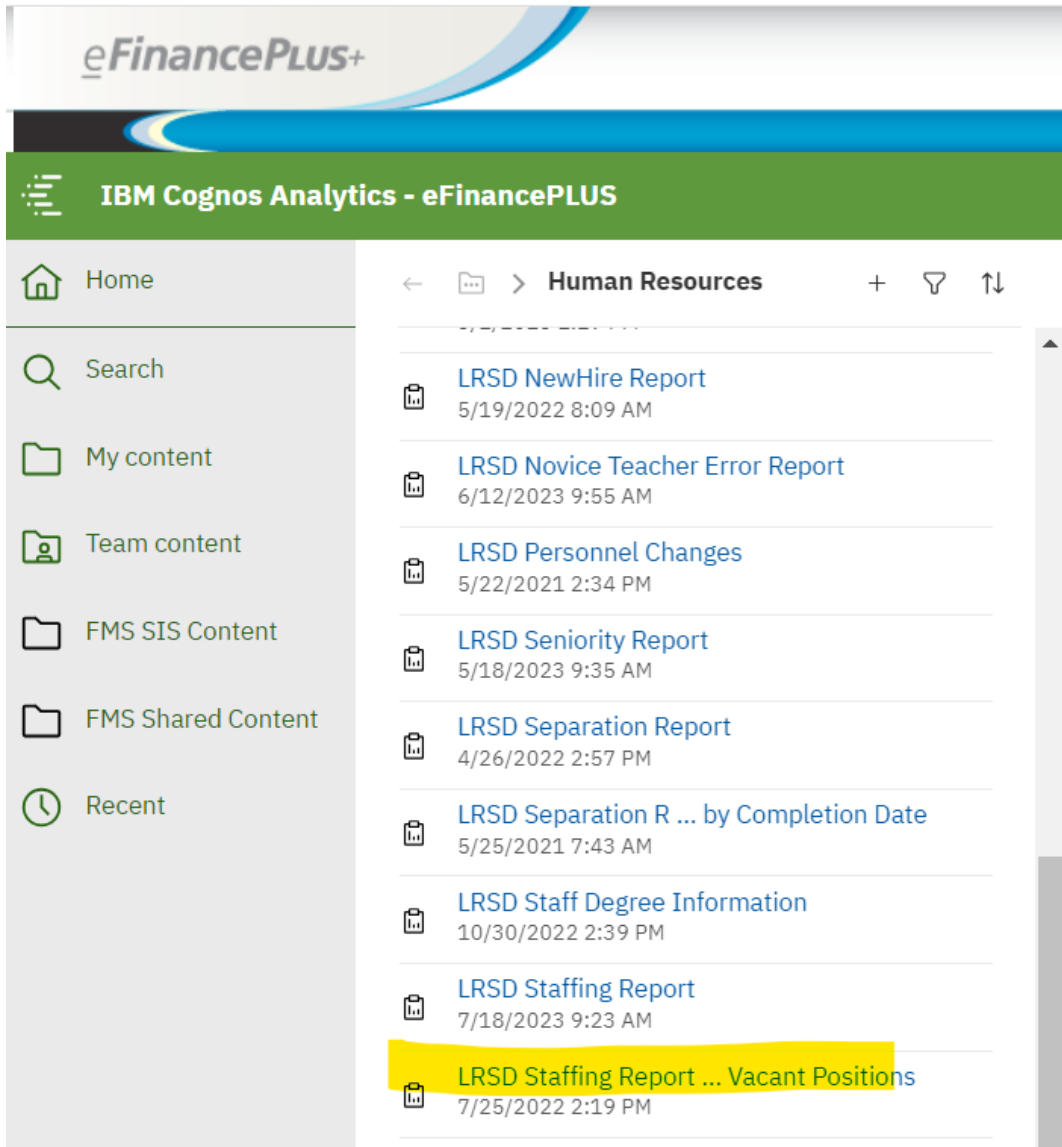
Then select: Little Rock



Next select Human Resources

The screenshot shows the IBM Cognos Analytics interface for the Little Rock School District. The top navigation bar includes the eFinancePLUS logo and the district name. Below this, a green header displays 'IBM Cognos Analytics - eFinancePLUS' and a 'Welcome' dropdown. A blue banner below the header contains '2/2 Alerts' and a 'What's New' section with a link to 'More Info'. The main content area is divided into a left sidebar and a central file list. The sidebar contains navigation options: Home, Search, My content, Team content, FMS SIS Content, FMS Shared Content, and Recent. The central file list, titled 'Little Rock', shows a hierarchy of folders: Fixed Assets (3/10/2022 10:28 AM), Fund Accounting (4/5/2021 2:09 PM), Human Resources (4/18/2022 9:40 AM), Payroll (1/20/2022 2:41 PM), Position Control (12/1/2021 1:55 PM), Procurement (11/15/2021 12:03 PM), Programmers Shared (10/21/2019 12:16 PM), Salary Reports (7/5/2017 7:44 AM), and LRSD Pay Rate Report - 11/20/2021 (11/20/2021 1:06 PM). The 'Human Resources' folder is highlighted in yellow. To the right of the file list is a large graphic with the text 'Analytics for ng.' and 'personalized AI.' accompanied by an illustration of a person interacting with a data visualization.

Scroll down and select LRSD Staffing Report – Vacant Positions



In drop down box, select school, click on Location and then click Finish

The screenshot displays the eFinancePlus+ web application interface for the Little Rock School District. The top navigation bar includes the eFinancePlus+ logo on the left and 'LITTLE ROCK SCHOOL DISTRICT' on the right. Below this is a green header bar with 'LRSD Staffing Report' and a dropdown arrow. A blue banner below the header contains '1/1 Alerts' and a 'What's New' link with a subtext: 'To read about what's new in Cognos Analytics, click More Info.' The main content area features a sidebar with navigation icons (home, search, folders, user, clock) and a 'Select Location(s):' dialog box. The dialog box has a red asterisk and a list of locations with checkboxes: ACC, ACCOUNTABILITY, ADMIN, ADULT EDUCATION, ATHLETICS/QUIGLEY/SC, BALE ES (checked), BASELINE ES, BOOKER ES, BRADY ES, and CARE. Below the list are links for 'Select all' and 'Deselect all'. At the bottom of the dialog are 'Cancel' and 'Finish' buttons.

To print Staffing Report, click on

Then Select to get print options (Run as PDF)

eFinancePlus+ **LITTLE ROCK SCHOOL DISTRICT**

LRSD Staffing Report with Vacant Positions ▾

- Run HTML
- Run PDF
- Run Excel
- Run Excel data
- Run CSV
- Run XML
- Reset prompts and run

Little Rock School District Position Control Staffing Report

017 - BALE ES **Function: 1110**

Account Name: 017 - BALE ES

Employee Name	Hire Date	Original Hire Date	Position Description	Job Class	FTE
LIE CAROLE	Aug 15, 2022	Aug 15, 2022	ELEMENTARY K	1000	1.00
ANDREA D	Aug 10, 2022	Aug 10, 2021	ELEMENTARY K	1000	1.00
TON			ELEMENTARY K	1000	3.00
Total for Account: 61110					Total FTE: 5.00 Total Employee Count: 2.00 Total Vacant Count: 3.00
Total for Function: 1110					Total FTE: 5.00 Total Employee Count: 2.00 Total Vacant Count: 3.00

Employee Number	Employee Name	Hire Date	Original Hire Date	Position Description	Job Class	FTE
22,970	BROOKS, CHANDRA RAQUEL	Oct 21, 2019	Mar 4, 2019	ELEMENTARY 1	1000	1.00
24,327	GILL, RIKAE LASHA	Aug 10, 2022	Aug 10, 2022	ELEMENTARY 1	1000	1.00
17,224	WALLS, MICHELE L	Aug 14, 2012	Jan 1, 2009	ELEMENTARY 1	1000	1.00
22,925	ARMSTRONG, EZRA PHILLIPS	Aug 5, 2021	Jan 7, 2019	ELEMENTARY 2	1000	1.00
22,522	DAVIS, YOLANDA LAVERNE	Mar 26, 2018	Aug 11, 2009	ELEMENTARY 2	1000	1.00
17,806	TAUL, SUSAN K	Aug 5, 2011	Oct 1, 2009	ELEMENTARY 2	1000	1.00
23,826	BRASWELL, KAMYRA ALEYAH	Aug 5, 2021	Aug 5, 2021	ELEMENTARY 3	1000	1.00
21,371	BRESLER, ZACHARY LYBRAND	Aug 7, 2023	Aug 8, 2016	ELEMENTARY 3	1000	1.00

Right click and
Print dialog box opens (for PDF)

eFinancePLUS+ LITTLE ROCK SCHOOL DISTRICT

LRSD Staffing Report with Vacant Positions ▾

Run HTML

Run PDF

Run Excel

Run Excel data

Run CSV

Run XML

Reset prompts and run

Little Rock School District Position Control Staffing Report

017 - BALE ES Function: 1110

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Employee Name	Hire Date	Original Hire Date	Position Description	Job Class	FTE
LIE CAROLE	Aug 15, 2022	Aug 15, 2022	ELEMENTARY K	1000	1.00
NDREAD	Aug 10, 2022	Aug 10, 2021	ELEMENTARY K	1000	1.00
ION			ELEMENTARY K	1000	3.00
Total for Account: 61110					Total FTE: 5.00 Total Employee Count: 2.00 Total Vacant Count: 3.00
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22,970	BROOKS, CHANDRA RAQUEL	Oct 21, 2019	Mar 4, 2019	ELEMENTARY 1	1000	1.00
24,327	GILL, RIKAE LASHA	Aug 10, 2022	Aug 10, 2022	ELEMENTARY 1	1000	1.00
17,224	WALLS, MICHELE L	Aug 14, 2012	Jan 1, 2009	ELEMENTARY 1	1000	1.00
22,925	ARMSTRONG, EZRA PHILLIPS	Aug 5, 2021	Jan 7, 2019	ELEMENTARY 2	1000	1.00
22,522	DAVIS, YOLANDA LAVERNE	Mar 26, 2018	Aug 11, 2009	ELEMENTARY 2	1000	1.00
17,806	TAUL, SUSAN K	Aug 5, 2011	Oct 1, 2009	ELEMENTARY 2	1000	1.00
23,826	BRASWELL, KAMYRA ALEYAH	Aug 5, 2021	Aug 5, 2021	ELEMENTARY 3	1000	1.00
21,371	BRESLER, ZACHARY LYBRAND	Aug 7, 2023	Aug 8, 2016	ELEMENTARY 3	1000	1.00

Manpower Report (with Vacancies)

Little Rock School District Position Control Staffing Report

017 - BALE ES

Location Number and Name: 017 - BALE ES

Function: 1110

Budget Account: 61110

Employee Number	Employee Name	Hire Date	Original Hire Date	Position Description	Job Class	FTE	Placement	Salary	Stipend	Total Salary	Budget Unit	Budget Account
24,353	HALLORAN, ELLIE CAROLE	Aug 15, 2022	Aug 15, 2022	ELEMENTARY K	1000	1.00	4T1 - 01 - 2	\$50,905.00		\$50,905.00	1000111001700000	61110
23,887	HAMPTON, AUNDREA D	Aug 10, 2022	Aug 10, 2021	ELEMENTARY K	1000	1.00	4T1 - 01 - 3	\$51,826.00		\$51,826.00	1000111001700000	61110
0	VACANT POSITION			ELEMENTARY K	1000	3.00					1000111001700000	61110
Total for Account: 61110				Total for Account: 61110	Total FTE: 5.00 Total Employee Count: 2.00 Total Vacant Count: 3.00			\$102,731.00		\$102,731.00		
Total for Function: 1110				Total for Function: 1110	Total FTE: 5.00 Total Employee Count: 2.00 Total Vacant Count: 3.00			\$102,731.00		\$102,731.00		
Employee Number	Employee Name	Hire Date	Original Hire Date	Position Description	Job Class	FTE	Placement	Salary	Stipend	Total Salary	Budget Unit	Budget Account
22,970	BROOKS, CHANDRA RAQUEL	Oct 21, 2019	Mar 4, 2019	ELEMENTARY 1	1000	1.00	4T1 - 02 - 4	\$53,820.00		\$53,820.00	1000112001700000	61110
24,327	GILL, RIKAE LASHA	Aug 10, 2022	Aug 10, 2022	ELEMENTARY 1	1000	1.00	4T1 - 01 - 2	\$50,905.00		\$50,905.00	1000112001700000	61110
17,224	WALLS, MICHELE L	Aug 14, 2012	Jan 1, 2009	ELEMENTARY 1	1000	1.00	4T1 - 04 - 14	\$66,996.00		\$66,996.00	1000112001700000	61110
22,925	ARMSTRONG, EZRA PHILLIPS	Aug 5, 2021	Jan 7, 2019	ELEMENTARY 2	1000	1.00	4T1 - 05 - 7	\$60,272.00		\$60,272.00	1000112001700000	61110
22,522	DAVIS, YOLANDA LAVERNE	Mar 26, 2018	Aug 11, 2009	ELEMENTARY 2	1000	1.00	4T1 - 01 - 13	\$62,009.00		\$62,009.00	1000112001700000	61110

* - Employee is off payroll
Jul 24, 2023