



# Specialty Planning and Specialty Compliance Guide

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# Overview

The following topics describe the OneStream Planning offerings:

- [OneStream Planning Solutions](#)
- [Relational Blending Engine and Planning](#)

## OneStream Planning Solutions

The OneStream Planning Solutions are a group of similar applications created around a common OneStream Relational Blending framework. Each focuses on a single Planning subject.

OneStream Planning Solutions include:

- People Planning
- Thing Planning
- Capital Planning
- Cash Planning
- Sales Planning

## Relational Blending Engine and Planning

**Planning** refers to the process required to plan domain specific segments of a broad financial planning trial balance. For example, planning for the fixed asset range of accounts is very different from planning for staffing changes. These Planning areas involve different groups of users, process timing, calculations, and reporting needs.

# Traditional Planning Approaches and Problems

All Planning tasks share a common challenge. Creating an analytic model to represent a planning process is very difficult without knowing how many items will be planned. The nature of analytic planning requires building a Cube and defining its Dimensions with the appropriate Dimension members (Products, Employees, Assets, etc.). This is where the problems begin. How many assets should be added to the Asset Dimension in the Capital Planning Cube? How many new hire employees should be added to the Employee Dimension in the Workforce Planning Cube? These questions are impossible to answer, and nobody can predict how many items someone intends to add to a plan. Consequently, it is impossible to build Dimensions in advance of the planning process which leads to intensive Cube and Dimension maintenance activities. In addition, adding each asset or employee to an analytic planning model can create Dimensions with many members which can lead to processing performance problems.

# OneStream Planning with Data Blending

The OneStream Planning Engine blends the relational data and analytic model capabilities of the OneStream Platform. This creates a completely different way to approach the unknown nature of the Planning process. The Planning solution uses a relational table (Register) to collect the items intended for planning (e.g. People, Assets, Projects, etc.) or compliance (e.g. Contracts). It then applies calculations to the register items, which results in an output table that consists of an accounting distribution (like an Accounts Payable or Receivable Sub-System Distribution). The resulting distribution is then mapped and automatically loaded into the analytic model at a summary level. By loading summary data into the analytic model, the metadata maintenance and performance burden associated with the traditional analytic-only approach is virtually eliminated.

## Overview

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Using the relational blending approach eliminates having to know in advance how many items a user will plan. A user can add as many register items as he/she needs without the system administrator having to change the planning model's metadata. The reason for this is that a relational table is used to hold the register and derive the calculations. The analytic model is only loaded with summary data, which in turn keeps calculation performance optimal. Even better, the relational detail register information is still accessible from the analytic model via OneStream's built in drill-down capabilities.

The Planning Engine allows more efficient planning models to be built and rapidly deployed. The following sections provide an overview of the People Planning implementation which is a part of the Planning Engine. The same concepts defined for People Planning span all applications in the Planning solutions. The only differences between the applications are the fields defined in the Register table (i.e. what is being planned) and the types of prebuilt calculations required to support the application (e.g. Double Declining Balance Depreciation, Interest Expense, etc.).

# Installation and Setup

This guide describes the necessary steps to set up and use the People Planning solution as an example since many of these concepts are the same across these solutions.

Knowledge of these common steps can be used to set up any of the Planning solutions.

Differences between solutions will be noted where needed.

This section contains important details related to the planning, configuring, and installation of your solution. Before you install Planning, familiarize yourself with these details:

- [Dependencies](#)
- [Select the Planning Development Location](#)
- [Configure Application Server Settings](#)
- [Install Planning](#)
- [Set up Planning](#)

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## Dependencies

You must install the following components before installing Planning:

Component	Description
OneStream 6.2 or later	Minimum OneStream Platform version required to install this version of Planning.

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## Select the Planning Development Location

Before installing, decide if you will build Planning directly in the Production OneStream application or in a separate Development OneStream application. This section provides some key considerations for each option.

### Use the Production Application

The primary advantage of building Planning in a Production application is that you do not have to migrate the resulting work from a Development application. However, we do not recommend this location because making application design changes in production is risky.

**NOTE:** We strongly recommend that you implement Planning in the Development environment with a fresh copy of the Production application before starting work.

### Use the Development Application

As a best practice, build your Planning solutions in the Development OneStream application using the following procedure:

1. Ensure all the OneStream artifacts relating to Planning such as **Workflow Profiles** and **Entities** are in the Production application.
2. Copy your Production OneStream application to your Development environment and rename it. This Development version will be used for your Planning project.

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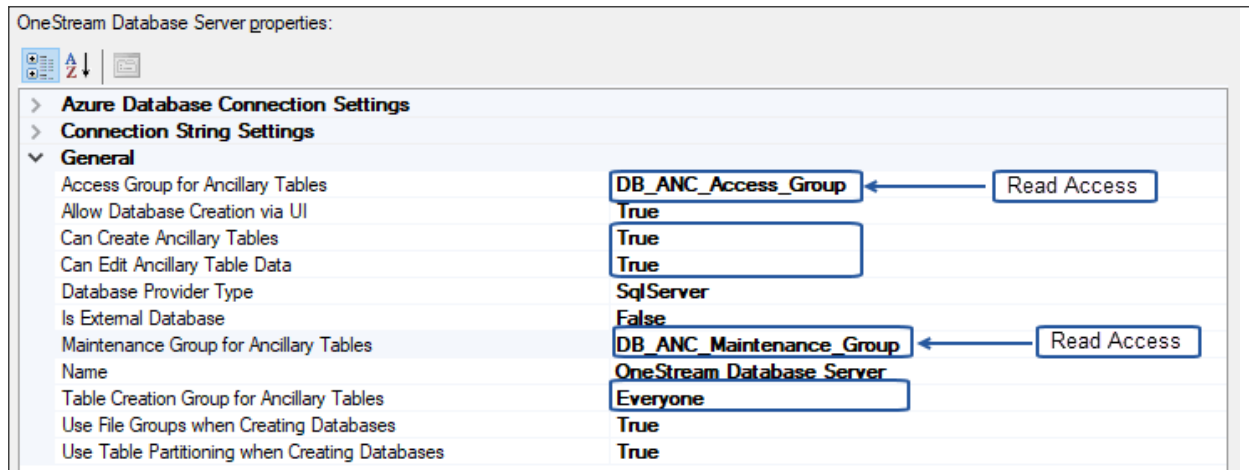
# Configure Application Server Settings

You may need to edit the OneStream Application Server Configuration so users can create and change data in the additional database tables used by Planning solutions. If other OneStream Solutions are in the application, these adjustments may already exist. See [Solution Database Migration Advice](#)

Before you begin, make sure these security group settings include the users who work on and set up Planning solutions.

**NOTE:** Group settings are applicable to all OneStream Solutions, so keep the group names generic.

1. Start the OneStream Server Configuration Utility as an Administrator.
2. Select **Open Application Server Configuration File > Database**.
3. Edit the following **OneStream Database Server properties**:
  - **Access Group for Ancillary Tables**: Select a group that includes those who will access records.
  - **Can Create Ancillary Tables**: True
  - **Can Edit Ancillary Table Data**: True
  - **Maintenance Group for Ancillary Tables**: Select a group who will edit and maintain tables.
  - **Table Creation Group for Ancillary Tables**: Select a group who can create tables.



4. Restart Internet Information Server.



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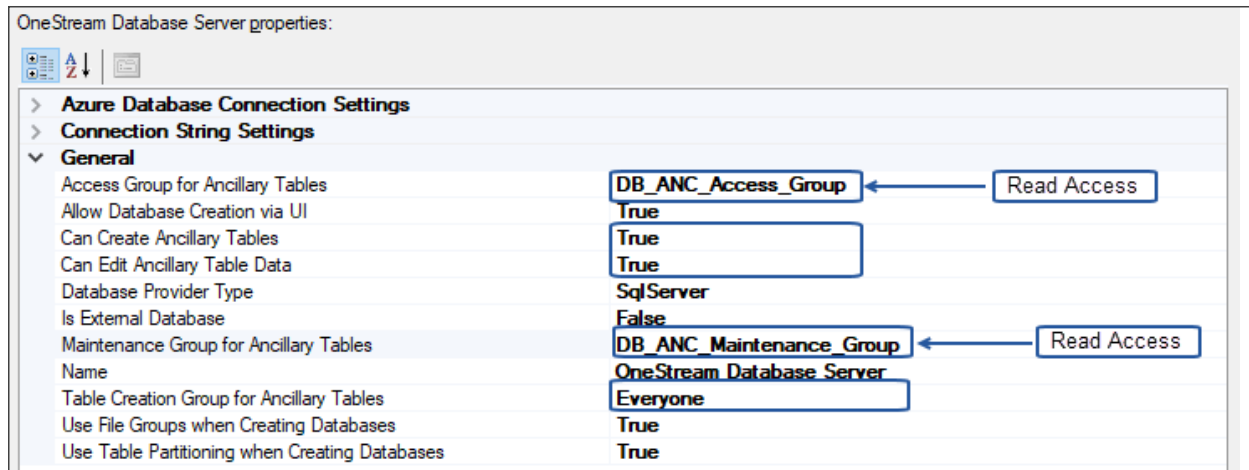
# Configure the OneStream Application Server

You may need to edit the OneStream Application Server Configuration so users can create and change data in the additional database tables used by Planning solutions. If other OneStream Solutions are already in the application, these adjustments may already exist. See [Solution Database Migration Advice](#).

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  - **Can Edit Ancillary Table Data**: True
  - **Maintenance Group for Ancillary Tables**: Select a group who will edit and maintain tables.
  - **Table Creation Group for Ancillary Tables**: Select a group who can create tables.

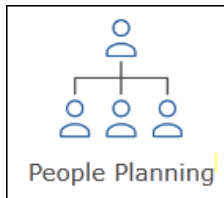


4. Restart Internet Information Server.

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# Install Planning

1. In the OneStream Solution Exchange, go to **OneStream Solutions** and select the **People Planning** tile.

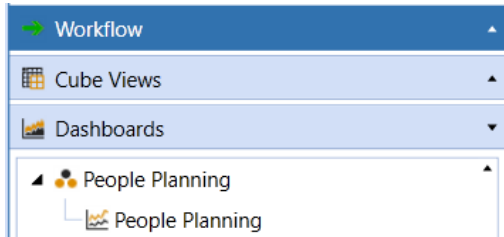


2. On the Planning Solution page, select the appropriate OneStream platform version from the **Minimum Platform Version** drop-down list.
3. Select the most recent version from the **Solution Version** drop-down list and then click **Download**.
4. Log in to OneStream.
5. On the **Application** tab, click **Tools > Load/Extract**.
6. On the **Load** tab, locate the solution package using the **Select File** icons and click **Open**.
7. When the solution's file name appears, click **Load**.
8. Click **Close** to complete the installation.

---

# Set up Planning

The first time Planning runs, you are guided through the table setup process. Click **OnePlace > Dashboards > People Planning / People Planning**.



**NOTE:** Before running the set up, confirm that the account used to access SQL server has table creation rights on the SQL database to create the custom tables.

## Create the Tables

### 1. Click **Step 1: Create Tables**





















































The first step of the setup creates all the tables and Cubes required for the Planning solution being installed.

This step may be necessary when upgrading even if tables are already present.

Planning will not drop any tables that already exist but will modify table structures and add any new ones if necessary. Each Planning solution includes its own set of database tables that are added to the application database when they are installed.

**NOTE:** These tables are the tables that are created in the OneStream application database for the installed Planning solutions.

---

 XFW_CPP_ActivityAccounts	 XFW_CSP_ActivityAccounts	 XFW_PLP_ActivityAccounts
 XFW_CPP_ActivityClass	 XFW_CSP_ActivityClass	 XFW_PLP_ActivityClass
 XFW_CPP_ActivityClassItems	 XFW_CSP_ActivityClassItems	 XFW_PLP_ActivityClassItems
 XFW_CPP_ActivityTypes	 XFW_CSP_ActivityTypes	 XFW_PLP_ActivityTypes
 XFW_CPP_AuditLog	 XFW_CSP_AuditLog	 XFW_PLP_AuditLog
 XFW_CPP_CalcPlan	 XFW_CSP_CalcPlan	 XFW_PLP_CalcPlan
 XFW_CPP_CalcPlanDetail	 XFW_CSP_CalcPlanDetail	 XFW_PLP_CalcPlanDetail
 XFW_CPP_ControlListItems	 XFW_CSP_ControlListItems	 XFW_PLP_ControlListItems
 XFW_CPP_ExecutionList	 XFW_CSP_ExecutionList	 XFW_PLP_ExecutionList
 XFW_CPP_GlobalDrivers	 XFW_CSP_GlobalDrivers	 XFW_PLP_GlobalDrivers
 XFW_CPP_Plan	 XFW_CSP_Plan	 XFW_PLP_Plan
 XFW_CPP_Register	 XFW_CSP_Register	 XFW_PLP_Register
 XFW_CPP_RegisterDetail	 XFW_CSP_RegisterDetail	 XFW_PLP_RegisterDetail
 XFW_SLP_ActivityAccounts		
 XFW_SLP_ActivityClass		
 XFW_SLP_ActivityClassItems		
 XFW_SLP_ActivityTypes		
 XFW_SLP_AuditLog		
 XFW_SLP_CalcPlan		
 XFW_SLP_CalcPlanDetail		
 XFW_SLP_ControlListItems		
 XFW_SLP_ExecutionList		
 XFW_SLP_GlobalDrivers		
 XFW_SLP_Plan		
 XFW_SLP_Register		
 XFW_SLP_RegisterDetail		

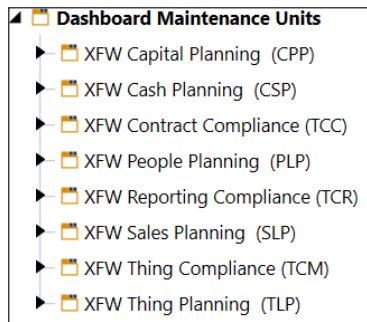
- When setup is complete, click **Step 2: Launch Solution** to open Planning.

## Review the Package Contents

Each Planning solution has its own Dashboard Maintenance Unit containing all of the Components solution's user interface, required Dashboard Groups, Components, Data Adapters, Parameters and Files.

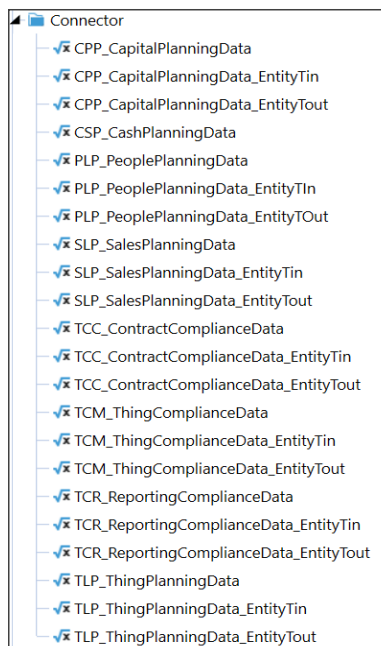
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**NOTE:** The naming convention used to identify solution components is **XFW** **<Solution Name> (Abbv)**. For example, People Planning becomes **XFW People Planning (PLP)**.

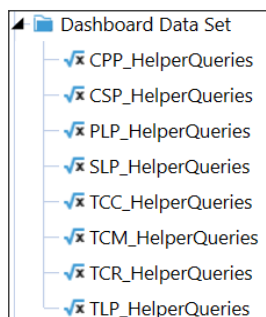


Do not rename or modify any Component included in the package unless specifically instructed to do so in that project documentation for the purposes of reference information when performing upgrades.

**Connector Business Rules** define the connection, data result sets, and drill-back option capabilities of an external data connection. See *Application Tools* in the *Design and Reference Guide* for an example of this rule type.



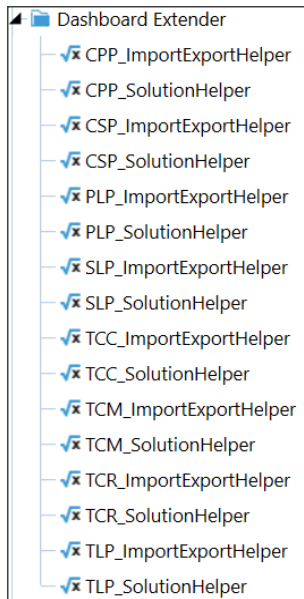
**Dashboard Data Set Business Rules** are used to create programmatic query results. These may be used to combine different types of data for a report, build other data queries, conditionally build data query reports or parameters, and create data series to be displayed in a Chart (Advanced) Parameter Component in a Dashboard. See *Application Tools* in the *Design and Reference Guide* for an example of this rule type.



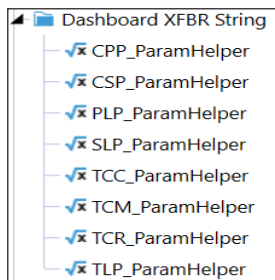
**Dashboard Extender Business Rules** are used to perform a variety of tasks associated with Dashboards and OneStream Solutions. These Business Rules can be thought of as multi-purpose rules that make up the majority of the code written in a OneStream

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Solution. They provide the core functionality and features of a OneStream Solution. They can execute tasks when GUI components are activated, perform tasks, display result messages, upload files, automate/build custom Workflows and more. See *Application Tools* in the *Design and Reference Guide* for an example of this rule type.



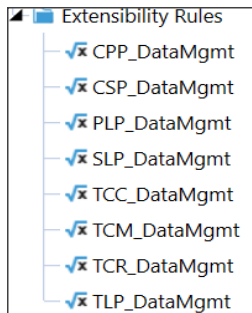
**Dashboard XFBR String Business Rules** are used to process conditional Dashboard Parameters. These rules inspect and alter a Dashboard Parameter. See *Application Tools* in the *Design and Reference* for an example of this rule type.



**Extensibility Rules** include two types of Business Rules:



- 
1. **Extender Rules** provide simple utility functions or helper functions called as part of a Data Management Job.
  2. **Event Handler Rules** are called before or after a certain operation type occurs within OneStream. See *Application Tools* in the *Design and Reference Guide* for an example of this rule type.



Each Planning solution contains a unique **Data Management** job to execute the *Calculate Plan* functions.

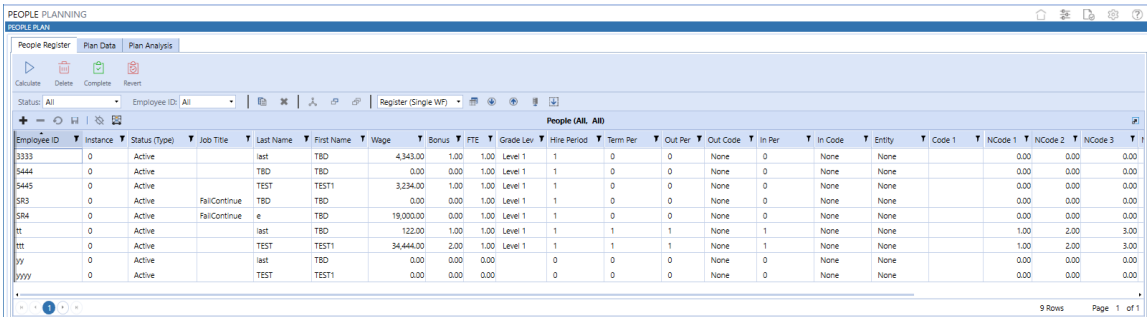


# Home

- The **People Plan** page contains the People Register, Plan Data, and Plan Analysis tabs.

People Planning enables detailed, complex, driver-based workforce planning integration with OneStream. It binds the power and flexibility of tailored relational database tables, OneStream dashboards, workflow, integration with drill back, financial modeling, and reporting. The **Home** page contains three tabs:

The **People Register** is where register items (for example, Employees) are imported, entered, and maintained. This concept of a Register carries over into the other Planning solutions, though the columns displayed, and data gathered as an input to the Plan Data will vary.



The screenshot shows the 'PEOPLE PLANNING' application with the 'People Register' tab selected. The table displays employee data with columns for Employee ID, Instance, Status (Type), Job Title, Last Name, First Name, Wage, Bonus, FTE, Grade Lev, Hire Period, Term Per, Out Per, Out Code, In Per, In Code, Entity, Code 1, NCode 1, NCode 2, NCode 3, and a final column with a downward arrow. The data includes rows for employees with IDs 3333, 5444, 5445, SR3, SR4, tt, ttt, yy, and yyy, with various attributes like 'Active' status, 'TBD' job titles, and numerical values for wages and FTE.

Employee ID	Instance	Status (Type)	Job Title	Last Name	First Name	Wage	Bonus	FTE	Grade Lev	Hire Period	Term Per	Out Per	Out Code	In Per	In Code	Entity	Code 1	NCode 1	NCode 2	NCode 3	
3333	0	Active		last	TBD	4,343.00	0.00	1.00	Level 1	1	0	0	None	0	None	None		0.00	0.00	0.00	
5444	0	Active		TBD	TBD	0.00	0.00	1.00	Level 1	1	0	0	None	0	None	None		0.00	0.00	0.00	
5445	0	Active		TEST	TEST1	3,234.00	0.00	1.00	Level 1	1	0	0	None	0	None	None		0.00	0.00	0.00	
SR3	0	Active	Fai/Continue	TBD	TBD	0.00	0.00	1.00	Level 1	1	0	0	None	0	None	None		0.00	0.00	0.00	
SR4	0	Active	Fai/Continue	e	TBD	19,000.00	0.00	1.00	Level 1	1	0	0	None	0	None	None		0.00	0.00	0.00	
tt	0	Active		last	TBD	122.00	0.00	1.00	Level 1	1	1	1	None	1	None	None		1.00	2.00	3.00	
ttt	0	Active		TEST	TEST1	\$4,444.00	2.00	1.00	Level 1	1	1	1	None	1	None	None		1.00	2.00	3.00	
yy	0	Active		last	TBD	0.00	0.00	0.00		0	0	0	None	0	None	None		0.00	0.00	0.00	
yyy	0	Active		TEST	TEST1	0.00	0.00	0.00		0	0	0	None	0	None	None		0.00	0.00	0.00	

The **Plan Data** displays the results of the Plan calculations.

PEOPLE PLANNING

PEOPLE PLAN

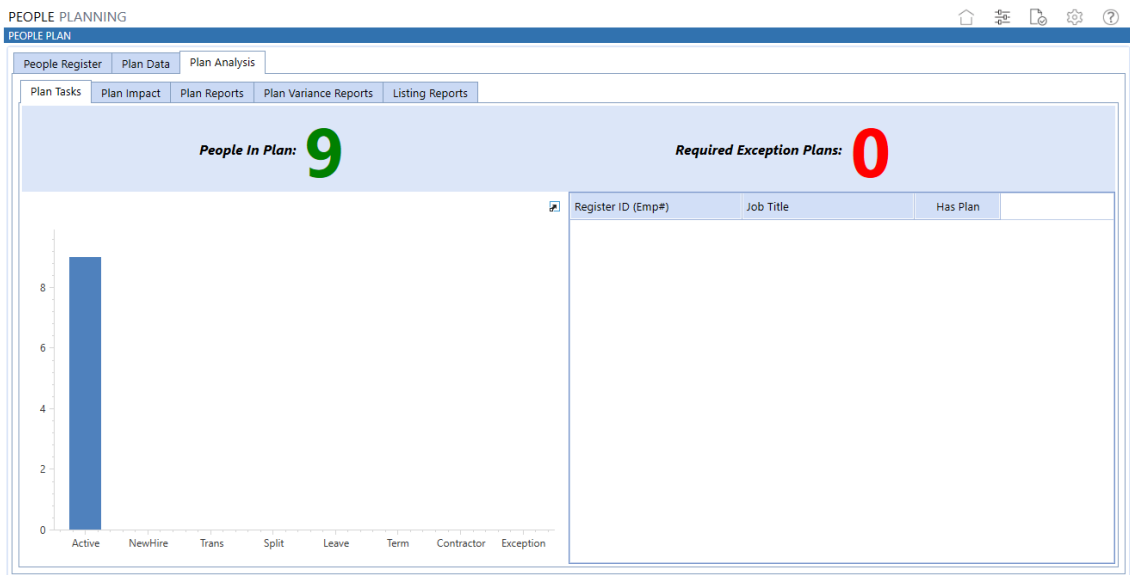
People Register Plan Data Plan Analysis

Last Calculation: 1:03:51 PM

Amount	Period	Impact Type	Activity Type	Register ID	Register Description	Activity Class	Class Description	Item Description	Entity	Account	Flow	IC	UD1	UD2	UD
0.00	6 IS	SalaryWage	3333_0	Bonus @1.00	Bonus_All	Bonus Company Wide	Target Bonus Exp	None	SalaryBonus_Exp	None	None	None	None	None	No
0.00	6 BS_Cum	SalaryWage	3333_0	Bonus @1.00	Bonus_All	Bonus Company Wide	Target Bonus Payable	None	SalaryBonus_Payable	None	None	None	None	None	No
0.00	10 BS_Cum	SalaryWage	3333_0	Fica @1.00	FicaWithLimit	Fica Based on Limit	Fica Payable (Limited)	None	SalaryALB_Payable	None	None	None	None	None	No
0.00	1 BS_Cum	SalaryWage	3333_0	Fica @1.00	FicaWithLimit	Fica Based on Limit	Fica Payable (Limited)	None	SalaryALB_Payable	None	None	None	None	None	No
0.00	9 BS_Cum	SalaryWage	3333_0	Fica @1.00	FicaWithLimit	Fica Based on Limit	Fica Payable (Limited)	None	SalaryALB_Payable	None	None	None	None	None	No
0.00	3 BS_Cum	SalaryWage	3333_0	Fica @1.00	FicaWithLimit	Fica Based on Limit	Fica Payable (Limited)	None	SalaryALB_Payable	None	None	None	None	None	No
0.00	6 IS	SalaryWage	3333_0	Fica @1.00	FicaWithLimit	Fica Based on Limit	Fica Expense (Limited)	None	SalaryFica_Exp	None	None	None	None	None	No
0.00	10 IS	SalaryWage	3333_0	Fica @1.00	FicaWithLimit	Fica Based on Limit	Fica Expense (Limited)	None	SalaryFica_Exp	None	None	None	None	None	No
0.00	7 BS_Cum	SalaryWage	3333_0	Fica @1.00	FicaWithLimit	Fica Based on Limit	Fica Payable (Limited)	None	SalaryALB_Payable	None	None	None	None	None	No
0.00	3 BS_Cum	SalaryWage	3333_0	Fica @1.00	FicaWithLimit	Fica Based on Limit	Fica Payable (Limited)	None	SalaryALB_Payable	None	None	None	None	None	No
0.00	2 BS_Cum	SalaryWage	3333_0	Fica @1.00	FicaWithLimit	Fica Based on Limit	Fica Payable (Limited)	None	SalaryALB_Payable	None	None	None	None	None	No
0.00	3 IS	SalaryWage	3333_0	Fica @1.00	FicaWithLimit	Fica Based on Limit	Fica Expense (Limited)	None	SalaryFica_Exp	None	None	None	None	None	No
0.00	5 IS	SalaryWage	3333_0	Fica @1.00	FicaWithLimit	Fica Based on Limit	Fica Expense (Limited)	None	SalaryFica_Exp	None	None	None	None	None	No
0.00	2 IS	SalaryWage	3333_0	Fica @1.00	FicaWithLimit	Fica Based on Limit	Fica Expense (Limited)	None	SalaryFica_Exp	None	None	None	None	None	No
0.00	1 IS	SalaryWage	3333_0	Fica @1.00	FicaWithLimit	Fica Based on Limit	Fica Expense (Limited)	None	SalaryFica_Exp	None	None	None	None	None	No
0.00	12 IS	SalaryWage	3333_0	Fica @1.00	FicaWithLimit	Fica Based on Limit	Fica Expense (Limited)	None	SalaryFica_Exp	None	None	None	None	None	No
0.00	7 IS	SalaryWage	3333_0	Fica @1.00	FicaWithLimit	Fica Based on Limit	Fica Expense (Limited)	None	SalaryFica_Exp	None	None	None	None	None	No
0.00	11 IS	SalaryWage	3333_0	Fica @1.00	FicaWithLimit	Fica Based on Limit	Fica Expense (Limited)	None	SalaryFica_Exp	None	None	None	None	None	No
0.00	9 IS	SalaryWage	3333_0	Fica @1.00	FicaWithLimit	Fica Based on Limit	Fica Expense (Limited)	None	SalaryFica_Exp	None	None	None	None	None	No
0.00	4 BS_Cum	SalaryWage	3333_0	Fica @1.00	FicaWithLimit	Fica Based on Limit	Fica Expense (Limited)	None	SalaryFica_Exp	None	None	None	None	None	No

196 Rows Page 1 of 4

The **Plan Analysis** displays drillable reports on the Plan data.



**NOTE:** People Register, Plan Data, and Plan Analysis are called **Register**, **Data**, and **Analysis** in other Planning solutions.

---

## People Register

The **People Register** is integrated into the end user Workflow process. End users will use this page to input new employee information (for example, New Hires) and to maintain existing employee information (for example, Transfers / Leave). In addition, this page provides users with the ability to run plan calculations, review calculation results, and then complete the planning Workflow. Upon completion, this will load summarized plan data in to the analytic planning model.

## Calculate a Plan

**Calculate** runs items marked as Enabled in the Execution List and then runs the related Calculation Plans and Allocation Methods. Results are displayed in **Plan Data** tab. Only one user can initiate a Calculation Plan at a time within the same workflow profile.

**NOTE:** When running the Calculate Plan from this button, the calculations are run as a Data Management job. This Data Management job is run on the general server and not on the Data Management server because the call to start the job is not coming from the web interface.


**NOTE:** For more information about calculating updated register records only, see [Calculate and Update Functionality](#).

## Delete a Plan


**Delete** removes the results from the **Plan Data** tab.

---

## Complete a Workflow

**Complete** attempts to calculate the People Plan (if the Global Option is enabled) and  autoload the assigned Workflows. If the Workflow load is successful, then the Workflow running the People Plan Dashboard is marked as complete.

## Revert a Workflow

 **Revert** reopens the Workflow running the People Plan Dashboard and resets the import Workflows assigned to auto load.

## People Register Taskbar



Field	Description
Status	Displays only the selected Status (Type).
Employee ID	Displays only the selected Employee ID. When this filter is used, additional instances of the same Employee ID can be entered. This is useful for entering multiple transfers for the same employee.
Open Copy Register (All)	<p>Copies the entire register plan for criteria selected within the Central Register Workflow or Workflow POV, Source Time, and Source Scenario using two copy methods: Replace or Merge.</p> <p>For more information about these methods, see <a href="#">Replace and Merge Functionality</a>.</p>

---

Field	Description
Open Delete Register Plan	Deletes the exception plan for the current record in the grid or the entire register.
Open Exception Calc Plan	Allows users to enter an exception plan for the selected register. Exception plans are for people that have an Exception Status (Type) and act as additional plan items for people that have an assigned Status.
Open Copy Exception Calc Plan	Copies an existing exception plan to the selected register item in the grid.
Open Copy Exception Calc Plan (One-To-Many)	Copies an existing exception plan to multiple plans based on specified criteria.
Excel Template Selector	Downloads the Excel template selected in the combo box to the left (Single WF, Multi WF, Exception Plan).

---

Field	Description
Download Register XLXS Import Template	<p>This downloads the Excel Template selected in the Excel Template Selector.</p> <p>For additional information about this field, see <a href="#">Appendix F: Excel Templates</a>.</p>
Export Register	<p>Exports Register data out to a CSV file to be edited in Excel and then re-imported. Note that before saving as an Excel file to be re-imported, an Excel Named Range that starts with the letters “xft” must be added to this file for the range of cells that start with the word “Application” (usually in the A5 cell) and all the way right to cover relevant columns and down to cover the relevant rows.</p>
Import Register Items	<p>Allows the user to browse to and upload a register template. Note that this template must include an Excel Named Range.</p>
Import Register Data Using A Connector	<p>Calls a customer-specific Connector to pull data into the People Register. Update the ImportRegisterConnector Function in the PLP_SolutionHelper Dashboard Extender Business Rule in order to import the register. By default, this button will not process anything until the function is updated. Contact OneStream Support if assistance is needed and arrangements can be made.</p>

---

Field	Description
Export Entire Register	Downloads Registers for all Workflows into one file. This only displays for Administrators and users in the Manage Calculation Definition Security Group.



# Calculation Definition

The **Calculation Definitions** page contains Global Drivers, Allocation Methods, Calculation Plans, and Execution Lists.

The Calculation Definition page is the interface for defining the calculations against the Register. The OneStream Planning Engine uses a methodology similar to a general ledger sub-system distribution (for example, Accounts Payable):

- It generates accounting distribution based on the line item calculations defined in the **Allocation Methods** page. Think of these as adjustments that can be made to the target financial model. Allocation Methods are not executed directly. One or more Allocation Methods are assigned to a Calculation Plan first, which defines whether the calculation should be executed.
- A **Calculation Plan** provides the ability to limit the execution of an Allocation Plan to specific time periods within the plan, specific items in the registers (such as Employees, Assets, and Contracts) and by any field value defined in the register table.
- Data calculation is ultimately controlled by an **Execution List** which simply contains the list of defined Calculation Plans and the set of filters that link the plans to specific Workflows, Scenarios, and register status values. For example, a Calculation Plan created for new hires should only be applied to employees with a status of *New Hires*. Execution Plans provide the mechanism to implement this restriction.
- In essence, an Execution List runs Calculation Plans conditionally against Register items for various time periods and generates adjustment data based on the related Allocation Methods.

---

# Global Drivers

**Global Drivers** are customizable variables used in People Planning. Variables entered into this grid appear as options in the Substitution Variable combo boxes on the Allocation Methods and Calculation Plans pages. These values can be text, numbers, XFBR String, or XFGetCells and can be replaced in expressions by referring to the Global Driver name similar to this: |Overtime|

PEOPLE PLANNING Home Filter Import Settings Help

CALCULATION DEFINITIONS

☒ Global Drivers ☐ Allocation Methods ☐ Calculation Plans ☐ Execution List

Global Drivers

Name	Value
FicaLimit	45000
FicaRate	.02
MeritIncrease	.05
WageWhatif	1

4 Rows Page 1 of 1

---

## Allocation Methods

Allocation methods are predefined calculated accounting distributions. The lower part of the grid is where allocation details (*accounting distributions*) are added. The Weight/Value/Exp field allows the entry of anything from simple values to complex expressions based on the values in the register. Substitution variables can be selected from the drop-down box as well.

Once selected, variables are added to the selection box to the right. Copy a variable by highlighting it and pressing **Ctrl+C**. You can use these variables in expression fields. See [Appendix B: Substitution Variables](#) for a list of substitution variables. Each allocation method contains these fields:

Field	Description
Method ID	A unique identifier for the Allocation.
Name	This contains the Allocation name. This field is linked to the detail grid on the Calculation Plans page.
Description	This contains the Allocation description. This field is displayed as the Plan Data page's Class Description.
Value Type	Select the calculation method that the allocation will use.
Fixed Value	Uses a static amount for the Allocation accounts.

---

Field	Description
Expression	Specifies that the value for the allocation account will be calculated using an expression defined in the in the Weight/Val/Exp field.
Expression (ZP)	This method will suppress zeroes for Activity ( <i>non-Cumulative</i> ) type accounts during Expression calculation.
Wage Percentage (called Value Percentage in all other solutions)	Specifies that the value for the allocation account will be calculated by multiplying the person's wage by the value entered in the Weight/Val/Exp field.

**NOTE:** For additional value types that are available for other Planning solutions, see [Appendix C: Calculations \(Allocation Methods\)](#).

---

## Allocation Method Detail

Each allocation method contains the following fields:

Field	Description
Sequence	Numeric field that orders the allocation accounts.
Description	Text field that holds text description. This description is displayed on the People Plan's Item Description field.
Weight/Value/Exp	This field contains the amount or method used to calculate the allocation amount. When using Wage Percentage, enter a decimal value to multiply by each person's wages. If a Fixed Value is used, enter the full amount for the allocation in each account. If an Expression is used, enter the expression in this field.
Dimensions (Account - UD8)	These fields hold the POV for the allocation / journal. Populate each Dimension field with a valid member.

## CALCULATION DEFINITIONS

☐ Global Drivers ☒ Allocation Methods ☐ Calculation Plans ☐ Execution List  | [RegisterID]

Ctrl-C to Copy: [RegisterID]



Allocation Methods			
Method ID	Name	Description	Value Type
Bonus_All	Company Wide Bonus	Bonus Company Wide	Wage Percentage
Contractor	Contractor Expense	Contractor Expense	Wage Percentage
FicaWithLimit	Fica With Limit	Fica Based on Limit	Expression
MeritRaise_All	Company Wide Merit Raise	Merit Raise Company Wide	Wage Percentage
NH_BenFixed_USD	New Hire Benefits Fixed USD	New Hire Benefits (F) USD	Fixed Value
NH_SalG1_USD	New Hire Salary Grade 1	New Hire Grade 1	Fixed Value
NH_SalG2_USD	New Hire Salary Grade 2	New Hire Grade 2	Fixed Value
NH_SalG3_USD	New Hire Salary Grade 3	New Hire Grade 3	Fixed Value
NH_SalG4_USD	New Hire Salary Grade 4	New Hire Grade 4	Fixed Value
NH_SalG5_USD	New Hire Salary Grade 5	New Hire Grade 5	Fixed Value
SalBenFixed_BRL	Benefit Fixed BRL	Benefit (F) BRL	Fixed Value
SalBenFixed_EUR	Benefit Fixed EUR	Benefit (F) EUR	Fixed Value
22 Rows Page 1 of 1			
Allocation Method Detail (Company Wide Bonus)			
Sequence	Description	Weight/Value/Exp	
10	Target Bonus Exp	[Bonus]	
10	Target Bonus Payable	-[Bonus]	
2 Rows Page 1 of 1			

---

## Calculation Plans

Use **Calculation Plans** Allocation Method groups and conditional execution statements to define when to run Allocation Methods. Each Calculation Plan contains the following fields:

Field	Description
Sequence	Numeric value for ordering items in the Calculation Plan.
Allocation Method	This lists all available Allocation Methods. Allocations are journal templates and are created/defined on the Allocation Methods page.
Description	The value entered in this field is displayed on the People Plan's Register Description field.
Weight/Count/Exp	Enter the value by which to multiply by. This can be a percentage, expression, number, etc.
Period Divisor/Exp	This defines the number of periods over which the allocation results should spread. For example, adding a merit increase of 5% on current wages means the resulting value is applied to each month in the plan and needs to be divided by 12.

---

Field	Description
Period Filter	This defines the periods for which the calculation plan will execute. Valid entries include a static list of periods (3,6,9,12), a range of periods (1-7), or an expression (1- PPerCount ).
Conditional Execution Statement	This controls under what conditions the plan executes. For example, if the conditional field contains  Code1  = 'EUR' then for the person being processed, the rule would only run if the value in Code1 was equal to EUR. Full expressions can be processed (IF, IIF, and, or, etc).
Override Fields	The Dimension Override Fields are optional and override the default allocation POV defined in the Allocation Method.



☐ Global Drivers ☐ Allocation Methods ☒ Calculation Plans ☐ Execution List

RegisterID Ctrl-C to Copy RegisterID


Calculation Plans


Plan ID	Description
---------	-------------

Active_All	Active All Employees	
Active_BRL	Active BRL Employees	
Active_EUR	Active EUR Employees	
Active_GBP	Active GBP Employees	
Active_Oth	Active Other Employees	
Active_USD	Active USD Employees	
Contractor	Contract Workers	
Leave_USD	Leave Employees USD (Unpaid)	
NewHire_USD	New Hire USD Employees	
Split_USD	Split Employees USD (Department)	
Transfer_USD	Transfer Employees USD (Department)	
XFRR Custom Functions	Custom Function Examples	

Calculation:  $\text{P}(\text{A}) = \frac{\text{Number of A}}{\text{Total Number of Outcomes}}$

Sequence	Allocation Method	Description	Weight/Count/Exp	Period Divisor/Exp	Period Filter	Conditional Execution Statement	Entity Override	Flow Control
----------	-------------------	-------------	------------------	--------------------	---------------	---------------------------------	-----------------	--------------

30	Fica With Limit	Fica	1	12	PStartPer - PEndPer	Register Distance  = 0	
20	Company Wide Bonus	Bonus	1	1	6	CalcPer  = 6	
10	Company Wide Merit Raise	Merit Increase	1	12	9	CalcPer  = 9	

Navigation icons: Home, Previous, 1, Next, End. Page 1 of 1. 3 Rows.

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## Execution List

Use the **Execution List** page to assign Calculation Plans to Status Filters. This determines with what Scenario / Workflow combinations the Calculation Plans are used. Each Execution List contains the following fields:

Field	Description
WF Profile of PlanGlobal	Select a single Workflow or <i>PlanGlobal</i> . If <i>PlanGlobal</i> is selected, then the Calculation Plan runs for all Workflows, otherwise it only runs for the specified Workflow Profile.
Scenario Type Filter	Select a specific Scenario Type ( <i>Actual, Budget, Flash, etc.</i> ) or <i>All</i> . If <i>All</i> is selected, then the Calculation Plan runs for all Scenarios, otherwise it only runs for the specified Scenario Type.
Status Filter	Select the Status ( <i>types</i> ). The list of available types is defined on the Global Options page. Status Types filter the people configured in the register. The specified Calculation Plan will only execute for people in the register with the selected Status Type.
Calculation Plan	Select a Calculation Plan from the existing plans configured on the Calculation Definition page.
Enabled	A True / False flag identifying whether the Calculation Plan is turned on or off.

PEOPLE PLANNING



CALCULATION DEFINITIONS

☐ Global Drivers
 ☐ Allocation Methods
 ☐ Calculation Plans
 ☒ Execution List

Execution List						
WF Profile or PlanGlobal	Scenario Type Filter	Status Filter	Calculation Plan	Enabled	Sequence	
PlanGlobal (Any Workflow)	All	Active	Active_BRL (Active BRL Employees)	<input type="checkbox"/>	10	
PlanGlobal (Any Workflow)	All	Active	Active_EUR (Active EUR Employees)	<input type="checkbox"/>	10	
PlanGlobal (Any Workflow)	All	Active	Active_GBP (Active GBP Employees)	<input type="checkbox"/>	10	
PlanGlobal (Any Workflow)	All	Active	Active_Oth (Active Other Employees)	<input type="checkbox"/>	10	
PlanGlobal (Any Workflow)	All	Term	Active_USD (Active USD Employees)	<input type="checkbox"/>	10	
PlanGlobal (Any Workflow)	All	Active	Active_USD (Active USD Employees)	<input checked="" type="checkbox"/>	10	
PlanGlobal (Any Workflow)	All	Contractor	Contractor (Contract Workers)	<input type="checkbox"/>	10	
PlanGlobal (Any Workflow)	All	Leave	Leave_USD (Leave Employees USD (Unpaid))	<input type="checkbox"/>	10	
PlanGlobal (Any Workflow)	All	NewHire	NewHire_USD (New Hire USD Employees)	<input type="checkbox"/>	10	
PlanGlobal (Any Workflow)	All	Split	Split_USD (Split Employees USD (Department))	<input type="checkbox"/>	10	
PlanGlobal (Any Workflow)	All	Trans	Transfer_USD (Transfer Employees USD (Department))	<input type="checkbox"/>	10	
PlanGlobal (Any Workflow)	All	Active	Active_All (Active All Employees)	<input checked="" type="checkbox"/>	15	
PlanGlobal (Any Workflow)	All	All	XFBR Custom Functions (Custom Function Examples)	<input checked="" type="checkbox"/>	20	




1

13 Rows Page 1 of 1

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# Import Calculation Definitions with an Excel Template

Before importing, you must add a named range beginning with XFT.

1. Click  to download the Excel template.
2. Click  to import the file.
3. Click  to download related existing data to a CSV file format for editing in Excel.

**NOTE:** For more information about selecting criteria in the Excel Template Import dialog box, see [Select Criteria for Excel Template Import](#).

# Audit

The **Audit** page is a 3-tabbed Dashboard that reports audited activity through the Audit Logs, Audit Report, and Audit Files tabs. This section is available only to members of the **Manage Calculation Definition** Security Group.

The Planning Audit feature includes:

- *XFW\_TCR\_AuditLog* database table (Audit Log database tables will include the solution's unique three letter identifier in the name) to track all Solution Audit Logs.
- Business Rule functions record Solution Audit Log activities for Register data modifications (inserts, deletes and modifications), Excel data file imports, modifications to Allocations, modifications to Calculation Plans and a defined set of other changes.
- Source Excel data files are archived in the *XFW\_TCR\_AuditLog* database table upon upload for detailed review of the Imports. This helps streamline Audit Log activities by showing a file as a single import entry in the log while still providing the whole file for review of all imported data. The audit reporting will reference the user's Point of View at the time spreadsheet data is imported and include a copy of the spreadsheet in the audit log. It is important to remember that spreadsheets can import data for multiple Points of View. Therefore, the attached spreadsheet file should be reviewed to analyze the detailed Points of View that may have been impacted by a spreadsheet import.
- Audit Dashboard provides analysis and reporting to review Solution Audit Log activities. The Dashboard reporting runs for the specified range of dates. The

## Audit

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default range of dates is 30 days.

Start Date:

01/01/2019

End Date:

07/31/2020

  
Refresh

# Audit Logs

**Audit Logs** displays a grid view for filtered analysis the audited Register activities for the selected range of dates.

PEOPLE PLANNING

AUDIT

Audit Logs

Audit Report

Audit Files

Start Date: 01/01/2019 End Date: 09/03/2020

Refresh

Drag a column header and drop it here to group by that column

Audit Group	Object	Action Type	Audit Info	FileName	User	Time (UTC)
DataEntry	CalcPlanDetail	Delete	CalcPlanDetailID = 5190fab3-748f-47fb-8b28-15fda71d4a46;FKClassID = FicaWithLimit;Description = test;WeightOrCount = 1;PeriodDivisor = 12;PeriodFilter = [PStartPer]-[PEndPer];Condition = ;EntityOverride = ;COverride = ;UD1Override = ;UD2Override = ;UD3Override = ;UD4Override = ;UD5Override = ;UD6Override = ;UD7Override = ;UD8Override = ;Sequence = 10;FKCalcPlanID = NewHire_USD;FKWFProfileName = PlanTemplate;FKWFScenarioName = PlanTemplate;FKWFTTimeName = PlanTemplate;FlowOverride =	Unknown		8/14/2020 4:46:18 PM
DataEntry	CalcPlanDetail	Insert	CalcPlanDetailID = 5190fab3-748f-47fb-8b28-15fda71d4a46;FKClassID = FicaWithLimit;Description = test;WeightOrCount = 1;PeriodDivisor = 12;PeriodFilter = [PStartPer]-[PEndPer];Condition = ;EntityOverride = ;COverride = ;UD1Override = ;UD2Override = ;UD3Override = ;UD4Override = ;UD5Override = ;UD6Override = ;UD7Override = ;UD8Override = ;Sequence = 10;FKCalcPlanID = NewHire_USD;FKWFProfileName = PlanTemplate;FKWFScenarioName = PlanTemplate;FKWFTTimeName = PlanTemplate;FlowOverride =	Unknown		8/14/2020 4:46:10 PM
DataEntry	Register	Insert	RegisterID = 5444;RegisterIDistance = 0;WFProfileName = Houston People Plan;People Planning;WFSscenarioName = Actual;WFTTimeName = 2019M1;JobTitle = ;LastName = TBD;FirstName = TBD;Wage = 0;Bonus = 0;FTE = 1;GradeLevel = 1;Status = Active;HireDate = 8/14/2020 4:17:49 PM;HirePeriod = 1;TermDate = 1/1/1900 12:00:00 AM;TermPeriod = 0;BirthDate = 1/1/1900 12:00:00 AM;OutPeriod = 0;OutCode = None;InPeriod = 0;InCode = None;Entity = None;Code1 = ;Code2 = ;Code3 = ;Code4 = ;Code5 = ;Code6 = ;Code7 = ;Code8 = ;Code9 = ;Code10 = ;Code11 = ;Code12 = ;NCode1 = 0;NCode2 = 0;NCode3 = 0;NCode4 = 0;NCode5 = 0;NCode6 = 0;NCode7 = 0;NCode8 = 0;DCode1 = 1/1/1900 12:00:00 AM;DCode2 = 1/1/1900 12:00:00 AM;DCode3 = 1/1/1900 12:00:00 AM;DCode4 = 1/1/1900 12:00:00 AM;Annot1 = ;Annot2 =	Unknown		8/14/2020 4:18:49 PM
DataEntry	Register	Update	RegisterID = [SR4];RegisterIDistance = [0];WFProfileName = [Houston People Plan;People Planning;WFSscenarioName = [Actual];WFTTimeName = [2019M1];JobTitle = [FailContinue];LastName = [TBD] To --> e;FirstName = [TBD];Wage = [0.000000000] To --> 19000;Bonus = [0.000000000];FTE = [1.000000000];GradeLevel = [1];Status = [Active];HireDate = [8/14/2020 12:00:00 AM];HirePeriod = [1];TermDate = [1/1/1900 12:00:00 AM];TermPeriod = [0];BirthDate = [1/1/1900 12:00:00 AM];OutPeriod = [0];OutCode = [None];InPeriod = [0];InCode = [None];Entity = [None];Code1 = [ ];Code2 = [ ];Code3 = [ ];Code4 = [ ];Code5 = [ ];Code6 = [ ];Code7 = [ ];Code8 = [ ];Code9 = [ ];Code10 = [ ];Code11 = [ ];Code12 = [ ];NCode1 = [0.000000000];NCode2 = [0.000000000];NCode3 = [0.000000000];NCode4 = [0.000000000];NCode5 = [0.000000000];NCode6 = [0.000000000];NCode7 = [0.000000000];NCode8 = [0.000000000];DCode1 = [1/1/1900 12:00:00 AM];DCode2 = [1/1/1900 12:00:00 AM];DCode3 = [1/1/1900 12:00:00 AM];DCode4 = [1/1/1900 12:00:00 AM];Annot1 = [ ];Annot2 = [ ]	Unknown		8/14/2020 4:02:17 PM
DataEntry	Register	Insert	RegisterID = SR4;RegisterIDistance = 0;WFProfileName = Houston People Plan;People Planning;WFSscenarioName = Actual;WFTTimeName = 2019M1;JobTitle = FailContinue;LastName = TBD;FirstName = TBD;Wage = 0;Bonus = 0;FTE = 1;GradeLevel = 1;Status = Active;HireDate = 8/14/2020 3:57:02 PM;HirePeriod = 1;TermDate = 1/1/1900 12:00:00 AM;TermPeriod = 0;BirthDate = 1/1/1900 12:00:00 AM;OutPeriod = 0;OutCode = None;InPeriod = 0;InCode = None;Entity = None;Code1 = ;Code2 = ;Code3 = ;Code4 = ;Code5 = ;Code6 = ;Code7 = ;Code8 = ;Code9 = ;Code10 = ;Code11 = ;Code12 = ;NCode1 = 0;NCode2 = 0;NCode3 = 0;NCode4 = 0;NCode5 = 0;NCode6 = 0;NCode7 = 0;NCode8 = 0;DCode1 = 1/1/1900 12:00:00 AM;DCode2 = 1/1/1900 12:00:00 AM;DCode3 = 1/1/1900 12:00:00 AM;DCode4 = 1/1/1900 12:00:00 AM;Annot1 = ;Annot2 =	Unknown		8/14/2020 3:57:41 PM
			RegisterID = SR3;RegisterIDistance = 0;WFProfileName = Houston People Plan;People Planning;WFSscenarioName = Actual;WFTTimeName = 2019M1;JobTitle = FailContinue;LastName = TBD;FirstName = TBD;Wage = 0;Bonus = 0;FTE = 1;GradeLevel = 1;Status = Active;HireDate = 8/14/2020 3:56:17 PM;HirePeriod = 1;TermDate = 1/1/1900 12:00:00			

**Audit Report** provides a formatted report to review the selected range of dates.

**PEOPLE PLANNING**

AUDIT

Audit Logs    Audit Report    Audit Files

Start Date: 01/01/2019    End Date: 09/03/2020    Refresh

### Audit Log Report

Navigation  
Enter text to search...  
Document Map   Pages   Search Results  
Document  
Action Types  
DataEntry  
ImportFile

Start Date: 01/01/2019  
End Date: 09/03/2020

#### Audit Group

Action Type	Audit Object	Audit Info:	Audit File Name:	Audit User:	Audit Time (UTC):
Delete	CalcPlanDetail	CalcPlanDetailID = 5190fab3-748f-47fb-8b28-19fdaf1d4a46FKClassID = 1FicaWithLimitDescription = testWeightCount = 1PeriodDisor = 12PeriodOffiler = IPStarPerIPendPerCondition = EmptyOveride = JCOverride = UDIOverride = UDZOVeride = UDZOVeride = UDZOVeride = UDZOVeride = UDZOVeride = UDZOVeride = UDZOVeride = Sequence = 10 FKCalcPlanID = NewHire_USD_KWFWProfileName = PlanTemplateFKWFWScenarioName = PlanTemplateFKWFWTimeLine = PlanTemplateFlowOveride =	Unknown	[User Icon]	08/14/2020 16:48
Insert	CalcPlanDetail	CalcPlanDetailID = 5190fab3-748f-47fb-8b28-19fdaf1d4a46FKClassID = 1FicaWithLimitDescription = testWeightCount = 1PeriodDisor = 12PeriodOffiler = IPStarPerIPendPerCondition = EmptyOveride = JCOverride = UDIOverride = UDZOVeride = UDZOVeride = UDZOVeride = UDZOVeride = UDZOVeride = Sequence = 10 FKCalcPlanID = NewHire_USD_KWFWProfileName = PlanTemplateFKWFWScenarioName = PlanTemplateFKWFWTimeLine = PlanTemplateFlowOveride =	Unknown	[User Icon]	08/14/2020 16:46
Insert	Register	RegisterID = 5444 RegisterDistance = 0 WFPProfileName = Houston People Plan PeoplePlanning WFSScenarioName = ActualWFTTimeLine = 2019M1JobTitle = LastName = TBD FirstName = TBD Wage = 0 Bonus = OFTE = 1 GradeLevel = 1 Status = Active HireDate = 8/14/2020 4:17:49 PM HirePeriod = 1 TermDate = 1/1/1900 12:00:00 AM TermPeriod = 0 BirthDate = 1/1/1900 12:00:00 AM OutPeriod = 0 OutCode = None InPeriod = 0 InCode = None Entry = None Code1 = Code2 = Code3 = Code4 = Code5 = Code6 = Code7 = Code8 = Code9 = Code10 = Code11 = Code12 = NCode1 = 0 NCode2 = 0 NCode3 = 0 NCode4 = 0 NCode5 = 0 NCode6 = 0 NCode7 = 0 NCode8 = 0 DCode1 = 1/1/1900 12:00:00 AM DCode2 = 1/1/1900 12:00:00 AM DCode3 = 1/1/1900 12:00:00 AM DCode4 = 1/1/1900 12:00:00 AM Annot1 = Annoz2 =	Unknown	[User Icon]	08/14/2020 16:18
Update	Register	RegisterID = SR4 RegisterDistance = 0 WFPProfileName = Houston People Plan PeoplePlanning WFSScenarioName = ActualWFTTimeLine = [2019M1] JobTitle = FailContinue LastName = [TBD] To -> First Name = [TBD] Wage = [0.0000000000] To -> 19000 Bonus = [0.0000000000] FTE = [1.0000000000] GradeLevel = [1] Status = [Active] HireDate = [8/14/2020 12:00:00 AM] HirePeriod = [1] TermDate = [1/1/1900 12:00:00 AM] TermPeriod = [0] BirthDate = [1/1/1900 12:00:00 AM] OutPeriod = [0] OutCode = [None] InPeriod = [0] InCode = [None] Entry = [None] Code1 = [ ] Code2 = [ ] Code3 = [ ] Code4 = [ ] Code5 = [ ] Code6 = [ ] Code7 = [ ] Code8 = [ ] Code9 = [ ] Code10 = [ ] Code11 = [ ] Code12 = [ ] NCode1 = [0.0000000000] NCode2 = [0.0000000000] NCode3 = [0.0000000000] NCode4 = [0.0000000000] NCode5 = [0.0000000000] NCode6 = [0.0000000000] NCode7 = [0.0000000000] NCode8 = [0.0000000000] DCode1 = [1/1/1900 12:00:00 AM] DCode2 = [1/1/1900 12:00:00 AM] DCode3 = [1/1/1900 12:00:00 AM] DCode4 = [1/1/1900 12:00:00 AM] Annot1 = [ ] Annoz2 = [ ]	Unknown	[User Icon]	08/14/2020 16:02
Insert	Register	RegisterID = SR4 RegisterDistance = 0 WFPProfileName = Houston People Plan PeoplePlanning WFSScenarioName = ActualWFTTimeLine = 2019M1JobTitle = FailContinue LastName = TBD FirstName = TBD Wage =	Unknown	[User Icon]	08/14/2020 15:57

Page: 1 / 4      100% ————— +



# Audit Files

**Audit Files** contains a grid view of imported Excel files for the selected range of dates. View imported files in Excel by selecting the file entry and clicking **View**.

PEOPLE PLANNING

AUDIT

Audit LogsAudit ReportAudit Files

Start Date: 01/01/2019End Date: 09/03/2020RefreshDownload

Drag a column header and drop it here to group by that column

AuditFileName	Workflow	Table	User	Time (UTC)
Numeric.xlsx	WP#Houston People Plan.People Plan	XFW_PLP_Register, Load Method: Merge; XFW_PLP_Regis	Frank Buettner	8/14/2020 3:30:11 PM
Numeric.xlsx	WP#Houston People Plan.People Plan	XFW_PLP_Register, Load Method: Merge; XFW_PLP_Regis	Frank Buettner	8/14/2020 3:28:54 PM
NoNumeric.xlsx	WP#Houston People Plan.People Plan	XFW_PLP_Register, Load Method: Merge	Frank Buettner	8/14/2020 3:18:58 PM

# Settings

The **Settings** page is an Administrator-only page containing Global Options, Activity  
® Type, Account, Control List, Status List, Register Field, Plan Period, and Mass Update  
tabs as well as Uninstall options to specify key properties for Planning administration.

---

# Global Options

The **Global Options** page should be the first page accessed during the initial setup and configuration of Planning.

**NOTE:** All global option settings are retained during solution upgrades.

The screenshot shows the 'PEOPLE PLANNING' application interface. At the top, there is a navigation bar with icons for home, list, document, settings, and help. Below this is a 'SETTINGS' tab. On the left, a sidebar lists various settings categories: Global Options (selected), Activity Types, Accounts, Control Lists, Status List, Register Field Types, Register Field Order, Register Field List, Plan Periods, Mass Update, and Uninstall. The main content area displays the 'Global Options' settings, which are organized into a list of dropdown menus. The settings include: 'Security Group [View Employee Name]' (empty), 'Security Group [Manage Calculation Definition]' (Administrators), 'Default Plan Start Period' (1), 'Default Plan End Period' (12), 'Calculate Plan Before Complete Workflow' (Yes), 'Workflow Profile Suffix [Auto Load]' (SameProfile), 'Workflow Profile [Central Register Mgmt]' (Unassigned), 'Workflow Profile [Source Connector Criteria]' (Same Profile), 'Scenario [Source Connector Criteria]' (WF), 'Time [Source Connector Criteria]' (WF), 'Parallel Batch Size [Lower = More Parallelism]' (1000), and 'Use Parallel Save' (Yes). A 'Save' button is located at the bottom right of the settings area.

Setting	Value
Security Group [View Employee Name]	
Security Group [Manage Calculation Definition]	Administrators
Default Plan Start Period	1
Default Plan End Period	12
Calculate Plan Before Complete Workflow	Yes
Workflow Profile Suffix [Auto Load]	(SameProfile)
Workflow Profile [Central Register Mgmt]	(Unassigned)
Workflow Profile [Source Connector Criteria]	Same Profile
Scenario [Source Connector Criteria]	WF
Time [Source Connector Criteria]	WF
Parallel Batch Size [Lower = More Parallelism]	1000
Use Parallel Save	Yes

## Security Group [View Employee Name]

This group is granted access to the names listed in the Employee Register.

## Security Group [Manage Calculation Definition]

This group is granted access to the Calculation Definitions page and are the only users who can see the Calculation Definitions button.

---

**NOTE:** Employee Name and Calculation Definitions are only visible to users in the specified Security Group.

## Default Plan Start Period

The starting period included in the Plan Calculation (1-120).

## Default Plan End Period

The last period in the Plan Calculation. The maximum number of periods is different by solution but can be modified. [Contact OneStream Support](#) for assistance.

## Calculate Before Complete Workflow

Select **Yes** if the plan is automatically calculated before the Workflow is complete.

**NOTE:** When using Parallel processing in Planning solutions, turn off this setting if the calculations are long running/intensive. With the multi-threading option, this can be a problem as the calculation in this case is serial and not a Data Management job.

## Workflow Profile Suffix [Auto Load]

The name of the Import Base Input.

## Workflow Profile [Central Register Mgmt]

The Workflow with central control.

---

## Workflow Profile [Source Connector Criteria]

Determines which Workflow Profile Base Input is used for loading Plan Data to Cube.

## Scenario [Source Connector Criteria]

Contains all Scenarios used in the source Connector to pull data from the calculated People Plan.

## Time [Source Connector Criteria]

Contains all time periods used in the source Connector to pull data from the calculated People Plan.

## Parallel Batch Size [Lower = More Parallelism]

This is the number of records to be processed in each parallel batch. The calculation takes the total number of records to be processed and puts them into batches based on the Parallel Batch Size. Smaller numbers selected in this option increase the number of calculations that are run in parallel as there are more batches that can be processed.

## Use Parallel Save

Select **Yes** to direct **Calculate Plan** to process the People Plan calculations in batches. This option improves the calculation process.

---

## Global Options for Reporting

The following options apply only to Planning Reporting.

### Enable Journal Loading (only Reporting Compliance)

- Select **Yes** to create unposted Journals in the current Workflow for every row in resulting Data tab on the Data page.
- Select **No** to follow the default setup.

**NOTE:** If creating journals for these adjustments instead of through the OneStream Stage as imported data, there is no opportunity to drill back to Reporting Compliance from Cube-based reporting as is available otherwise.

### Top Entity for Journals

Enter the name for the Top Parent Entity to be used by the Journal creation process if Enable Journal Loading is set to Yes. Knowing a Parent Entity is necessary if posting Journals to Consolidation members other than Local or a specific currency. This process will look at the child Entity being referenced in the Data tab and based on the Top Entity for Journals, get its Parent and see if they are a descendent of this noted Entity.

In Text1 for the Workflow Profile being executed is where the Administrator can specify an override to this Parent Entity.

---

## Journal Cons Member

Text box is used to enter the default Consolidation member to post journals to, including currencies (typically Local).

If posting to Consolidation members of Translated, OwnerPreAdj or OwnerPostAdj, the posting process needs a Parent Entity to be entered.

Administrators can enter an override "Consolidation Member for Journals" in a Workflow Profile Member Property in the *Text2* field. This will be used to override the main global option here in *Journal Cons Member*.

**NOTE:** This journal process cannot be used with extended Entity dimensions if posting to Consolidation members other than Local or a specified currency since Parent Entity is required. At this time, this configuration is not supported.

---

# Activity Types

**Activity Types** are mostly for report grouping and can be mapped to the Stage for Transformation Rule purposes. The Activity Types list displays the following information for each Activity:

- **Activity Type:** Freeform text field to give the type a short name.
- **Description:** Optional freeform text field containing additional activity information.

PEOPLE PLANNING

SETTINGS

Activity Type	Description
[None]	None
Commission	Commission
Consulting Revenue	Consulting Revenue
HourlyWage	Hourly Wage
SalaryWage	Salary Wage
Travel	Travel Expense

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**TIP:** Click ▼ to filter and sort a column.



# Accounts

The **Accounts** list displays the list of accounts calculated in People Planning and contains the following information for each account:

- **Name:** Freeform text field to give account a name.
- **Description:** Optional freeform text field containing additional information.
- **Activity Type:** Drop-down list containing the Activity types (Commission, Consulting Revenue, Hourly Wage, Salary Wage, Travel).
- **Impact Type:** Drop-down list containing the impact types [IS (*Activity*), IS (*Cumulative*), BS (*Activity*), BS (*Cumulative*), Stat (*Activity*), Stat (*Cumulative*)].  
Impact Types have a direct impact on how Plan Data is calculated over time.

Accounts can be entered manually or imported using an Excel template. Click to download the Excel template. Once the template is updated, click  to import the file.

PEOPLE PLANNING

SETTINGS

Global Options  
Activity Types  
Accounts  
Control Lists  
Status List  
Register Field Types  
Register Field Order  
Register Field List  
Plan Periods  
Mass Update  
Uninstall

Account	Description	Activity Type	Impact Type
[None]	None	[None]	IS (Activity)
Hourly_Exp	Hourly Wage Expense	HourlyWage	IS (Activity)
Hourly_Payable	Hourly Wage Liability	HourlyWage	BS (Cumulative)
Hourly401K_Exp	Hourly 401K Match Expense	HourlyWage	IS (Activity)
HourlyALB_Payable	Hourly ALB Liability	HourlyWage	BS (Cumulative)
HourlyFica_Exp	Hourly Fica Tax Expense	HourlyWage	IS (Activity)
HourlyFuta_Exp	Hourly Futa Tax Expense	HourlyWage	IS (Activity)
HourlyMerit	Hourly Merit Increase	HourlyWage	IS (Activity)
HourlyMerit_Payable	Hourly Merit Liability	HourlyWage	BS (Cumulative)
HourlyVacation_Exp	Hourly Vacation Pay Expense	HourlyWage	IS (Activity)
Contractor_Exp	Contractor Expense	SalaryWage	IS (Activity)
Contractor_Payable	Contractor Liability	SalaryWage	BS (Cumulative)
Salary_Exp	Salary Expense	SalaryWage	IS (Activity)
Salary_Payable	Salary Liability	SalaryWage	BS (Cumulative)
Salary401K_Exp	Salary 401K Match Expense	SalaryWage	IS (Activity)
SalaryALB_Payable	Salary ALB Liability	SalaryWage	BS (Cumulative)

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# Control Lists

**Control Lists** maintain the content for grid drop-down lists in the People Register. If there are no entries in any specific Control List, then the related field on the People Register can have text entered.

GradeLevel InCode OutCode Code1 Code2 Code3 Code4 Code5 Code6 Code7 Code8 Code9 Code10 Code11 Code12 NCode1 NCode2 NCode3 NCode4 NCode5

If there are values entered, then the associated field can only select from the values in the Control List. The only member of the Control List selection not part of the People Register is *Reg XL Tmplt*. This field controls the list of Excel Register Templates available for download on the People Register Screen.

PEOPLE PLANNING

SETTINGS

Global Options  
Activity Types  
Accounts  
Control Lists  
Status List  
Register Field Types  
Register Field Order  
Register Field List  
Plan Periods  
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Uninstall

GradeLevel InCode OutCode Code1 Code2 Code3 Code4 Code5 Code6 Code7 Code8 Code9

Control Lists (GradeLevel)

Stored Value	Display Value
1	Level 1
10	Level 10
2	Level 2
3	Level 3
4	Level 4
5	Level 5
6	Level 6
7	Level 7
8	Level 8
9	Level 9

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## Code Fields

There are 26 Code fields that refine what is captured in the Register (such as People, Contracts, or Assets) in order to calculate the necessary planning/adjustment data or adjustments.

- **12 Text code fields** that can transition from text to date or numeric.
  - **See also:** [Register Field Types](#)
- **8 N** (Numeric) fields
- **4 D** (Data) fields
- **2 Annotation** (Text max data type, approximately 2 GB of text)

---

# Status List

The Status List maintains the content for Status drop-down lists on the People Register and the Register Field List.

- **Status Value:** Drop-down list of Status Values.
- **Sort Value:** The order in which the status list values are displayed.

PEOPLE PLANNING

SETTINGS

Global Options	+ - ↺ ↻   🔍 📄		Status List Values	
Activity Types	Status Value	Sort Value		
Accounts	Active	A		
Control Lists	NewHire	B		
Status List	Trans	C		
Register Field Types	Split	D		
Register Field Order	Leave	E		
Register Field List	Term	F		
Plan Periods	Contractor	Z		
Mass Update				
Uninstall				






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---

# Register Field Types

This page allows data types for Codes 1-12 to be modified to be properly entered and stored. Options are *Text* (default), *Numeric*, or *Date*. Changes to these Field Types will change the column data type in the database tables after saving. For these flexible Code fields, if using Code1 as a numeric value, it is not necessary to refer to |Code1| as !|Code1| to return a number instead of a string if stored as a string (text), though that syntax is still supported.

The Administrator can only change the data type before data is stored.

PEOPLE PLANNING     

SETTINGS

Global Options

Activity Types

Accounts

Control Lists

Status List

Register Field Types







Register Field Order


Register Field List

Plan Periods





Mass Update

Uninstall

Register Field Type List 

Field Name	Field Type	
Code1	Text	
Code2	Text	
Code3	Text	
Code4	Text	
Code5	Text	
Code6	Text	
Code7	Text	
Code8	Text	
Code9	Text	
Code10	Text	
Code11	Text	
Code12	Text	

  1  

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---

**NOTE:** If an Administrator changes the data type on this screen so it differs from Text, they must change the default Excel load templates in the header tokens to reference the proper data type, since Text is the default. Otherwise, loads from these template fail.

# Register Field Order

Controls the left-to-right order of how the Register will display properties. Assign a Register or Code field to a position to reflect the order in which these columns will be presented. Can only have a Code field listed once in this screen or an error will result.

PEOPLE PLANNING

SETTINGS

Global Options

Activity Types

Accounts

Control Lists

Status List

Register Field Types

Register Field Order

Register Field List

Plan Periods

Mass Update

Uninstall

Register Field Order List

Position	Field Name
3	Status
4	JobTitle
5	LastName
6	FirstName
7	Wage
8	Bonus
9	FTE
10	GradeLevel
11	HireDate
12	HirePeriod
13	TermDate
14	TermPeriod
15	OutPeriod

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## Register Field List

The Register Field List controls the fields on the People Register for each Status type. Fields can be visible or hidden, assign parameters, number formats, default values, etc.

**Register Field Name:** A static list of register items from the register table.

**Alias:** The name to display in the People Register grid header for the selected register field.

**Visible:** True / False setting indicating if the field should be visible on the register for the selected Status Type.

**Allow Updates:** True / False setting indicating if the register field allows updates.

**Parameter Name:** This field contains a drop-down list of all Parameters in the People Planning solutions. If a Parameter is assigned to a register field in this grid, then the field on the People Register is limited to the values defined in the Parameter. If a Parameter is not selected, then the People Register field is entered normally.

**Format String:** The number format applied to the selected register field. Available number formats are the same formats used in OneStream Cube Views. A list of valid formats can be found in the OneStream Object Lookup.

**Column Width:** A display setting specifying how wide the column should appear in the People Register (in pixels).

**Default Value:** The default value for the field when a new row is added.



## SETTINGS

Global Options	Status: All
Activity Types	
Accounts	
Control Lists	
Status List	
Register Field Types	
Register Field Order	
Register Field List	
Plan Periods	
Mass Update	
Uninstall	

Register Field List (All)								
Register Field Name	Alias	Visible	Allow Updates	Parameter Name	Format String	Column Width	Default Value	
Annot1	Annot 1	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NotUsed		160		
Annot2	Annot 2	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NotUsed		160		
Bonus	Bonus	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	NotUsed	N2	100	0	
Code1	Code 1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	ControlListCode1_PLPT		120		
Code10	Code 10	<input type="checkbox"/>	<input checked="" type="checkbox"/>	ControlListCode10_PLPT		120		
Code11	Code 11	<input type="checkbox"/>	<input checked="" type="checkbox"/>	ControlListCode11_PLPT		120		
Code12	Code 12	<input type="checkbox"/>	<input checked="" type="checkbox"/>	ControlListCode12_PLPT		120		
Code2	Code 2	<input type="checkbox"/>	<input checked="" type="checkbox"/>	ControlListCode2_PLPT		120		
Code3	Code 3	<input type="checkbox"/>	<input checked="" type="checkbox"/>	ControlListCode3_PLPT		120		
Code4	Code 4	<input type="checkbox"/>	<input checked="" type="checkbox"/>	ControlListCode4_PLPT		120		
Code5	Code 5	<input type="checkbox"/>	<input checked="" type="checkbox"/>	ControlListCode5_PLPT		120		
Code6	Code 6	<input type="checkbox"/>	<input checked="" type="checkbox"/>	ControlListCode6_PLPT		120		
Code7	Code 7	<input type="checkbox"/>	<input checked="" type="checkbox"/>	ControlListCode7_PLPT		120		
Code8	Code 8	<input type="checkbox"/>	<input checked="" type="checkbox"/>	ControlListCode8_PLPT		120		
Code9	Code 9	<input type="checkbox"/>	<input checked="" type="checkbox"/>	ControlListCode9_PLPT		120		
DCode1	DCode 1	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NotUsed	MM-dd-yyyy	100	1900-01-01	
DCode2	DCode 2	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NotUsed	MM-dd-yyyy	100	1900-01-01	
DCode3	DCode 3	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NotUsed	MM-dd-yyyy	100	1900-01-01	
DCode4	DCode 4	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NotUsed	MM-dd-yyyy	100	1900-01-01	
Entity	Entity	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	MemberListEntity_PLPT		100	None	
FirstName	First Name	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	NotUsed		120	TBD	
FTE	FTE	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	NotUsed	N2	100	1	
GradeLevel	Grade Level	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	ControlListGradeLevel_PLPT	N0	120	1	
HireDate	Hire Date	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NotUsed	MM-dd-yyyy	100	CurrentDateTimeLocal	
HirePeriod	Hire Period	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	PlanPeriodWithZeroList_PLPT	N0	100	1	
InCode	In Code	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	ControlListIn_PLPT		100		

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# Plan Periods

Global Options contains a *Default Start Period* and *Default End Period* for Plan Data. If an entry is made here for a given Scenario, it takes precedent over what is in Global Options.

PEOPLE PLANNING

SETTINGS

Global Options  
Activity Types  
Accounts  
Control Lists  
Status List  
Register Field Types  
Register Field Order  
Register Field List  
**Plan Periods**  
Mass Update  
Uninstall

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**Plan Periods**

Scenario	Start Period	End Period
	1	12

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1 Rows Page 1 of 1

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# Mass Update

**NOTE:** Mass Update has restricted access.

The Planning solutions store the loaded data and related solution objects using a text string reference to the Workflow Profile name that loaded the data into the Solution Data Register. The Workflow Profile name is stored as a text string rather than using the Workflow Profile's GUID identifier to provide optimum performance for the Calculate Plan function.

An issue may arise if the Workflow Profile that loaded data is renamed in OneStream. This will break the link between the Workflow Profile and the stored text string name in the Solution Data Register. The users in the renamed Workflow Profile will not see the data that was previously loaded into the Solution Data Register because the new Workflow Profile name does not match the previously stored text string.

The Mass Update feature has been added to the Planning solutions to resolve this issue when a Workflow Profile is renamed in the application. This feature allows the “orphaned” text string with the old Workflow Profile name to be selected and changed to a new Workflow Profile name. The solution presents the current list of application Workflow Profiles to select the new Workflow Profile name to update the solution text string name. This will establish the link to access the previously loaded Solution Data Register and related plan components with the new Workflow Profile name.

Step 1 in the Mass Update process requires the selection of the “orphaned” text string for the renamed Workflow Profile in area 1 of the *Mass Update* Dashboard. Then point it to the new Workflow Profile name from the application Workflow Profiles.

Step 2 requires entering an Update Description name for this change to be entered in area 2 of the *Mass Update* Dashboard. Click on the *Process* button to prepare the Mass Update changes. This will prepare the changes and store them in the *Mass Update* queue table. Notice that the change will now be listed in area 3 of the *Mass Update* Dashboard.

Step 3 is to select the change from the list in area 3 to be applied to the Solution Data Register and related components. Click on the Save button to commit these changes to the solution. If a change needs to be reversed for any reason, select the change from the list and click on the Restore button to revert the change back to the old text string name. Changes can be selected and deleted with the Delete button to remove them from section 3 but great care should be taken when doing this as this will remove the ability to Restore any changes that have been committed.

1) Set Workflow Profile to Remap

Current Workflow Profile Name

Filter

Houston.Import

New Workflow Profile Name

Filter

Total GolfStream Parent Adj.Import  
Clubs Parent Adj.Import  
US Clubs Parent Adj.Import  
Frankfurt.Import  
Frankfurt.SAP File  
Houston.Import

2) Set Update Description & Process Update

Update Description:

Process

Clear

3) Save, Restore or Delete the Selected Update

Update List

Name	Description	Current Workflow Profile Name	New Workflow Profile Name	Saved	Information
------	-------------	-------------------------------	---------------------------	-------	-------------

Save

Restore

Delete

Specialty Planning and Specialty Compliance Guide

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# Uninstall

Use the Uninstall feature to uninstall the Planning or just the user interface. If this is performed as part of an upgrade, changes to standard Planning objects are removed.

**CAUTION:** Uninstall procedures are irreversible.

There are two uninstall options:

1. **Uninstall UI** removes Planning, including related dashboards and business rules but leaves the database and related tables in place. For some releases, this step should be performed before accepting any new version of Planning since some of the dashboards or other objects may have been modified.
  - Choose this option to accept a Planning update without removing the data tables.
  - The Planning Release Notes indicate if an overinstall is supported.

**IMPORTANT:** This procedure resets the Workspace Dashboard Name to (Unassigned). An Administrator must manually reassign the Workspace Dashboard Name after uninstalling the UI.

2. **Uninstall Full** removes all the related data tables, all data, Planning dashboards, and business rules. Choose this option to completely remove Planning or to perform an upgrade that significantly changes the data tables.

---

# Import Register Data

Once Planning is set up, create a Data Source and attach it to the included Connector Business Rule in order to pull the People Plan data from the People Planning custom tables and load it into the OneStream Stage. Planning tables are part of application database, so connection information is not required in the Connector Business Rule.

## Create Data Source

1. Create a OneStream Connector Data Source
2. Select the *PLP\_PeoplePlanningData* Connector
3. Assign Connector dimensionality as set below:
  1. Scenarios  
Assign to *WFScenarioName*
  2. Time  
Assign to *WFTimeName*
  3. Entity Dim  
Assign to Entity
  4. Account Dim  
Assign to Account
  5. Flow Dim  
Assign to Flow
  6. IC

- 
- Assign to IC
7. UD1 – UDx
- Assign appropriate UD from Connector Fields
8. Label
- WFProfileName (*used in Drill Back*)
9. SourceID
- Assign to *WFScenarioName* (*used in Drill Back*)
10. Amount
- Assign to *Amt*
11. View
- Set *Static Value* to *Periodic*

## Transformation Rules

The *external* members created in the People Planning application need to be mapped to the OneStream Cube members. Follow the process defined in OneStream to create a Transformation Rule Profile to map this data.

## Workflow Profile

Once a Data Source and Transformation Rules are created, they need to be assigned to the Workflow Profile(s) importing the data into the Cube.

Workflow Name	Workspace, Journal Input, Process, Confirm
---------------	--

If *Enable Journal Loading* is set to Yes in Global Options, the recommended Workflow Profile setup is to have a Workflow Name of *Workspace, Journal Input, Process, Certify* or

---

a variation where Workspace comes before Journal Input. This Base Input type of *Journal (Adj)* Workflow Profile should also grant Workflow Execution Group access and Journal Process Group access and Read and Write Entity Group to the Entities posted. The same concept should apply to Parent Adjust Workflow Profiles.

**IMPORTANT:** You must reassign the Workspace Dashboard Name in the Workflow Profile after performing an Uninstall UI.



# Help and Miscellaneous Information

 This page contains solution documentation.

See these topics for miscellaneous best practices and considerations:

- [Display Settings](#)
- [Package Contents and Naming Conventions](#)
- [Considerations for Modifying OneStream Solutions](#)
- [Considerations for Migrating Solution Databases](#)

---

## Display Settings

OneStreamPlatform and Solutions frequently display multiple elements for data entry and analysis. We recommend you set your screen resolution to a minimum of 1920 x 1080 for optimal for and report rendering. Also, adjust the Windows System Display text setting to 100% and do not apply Custom Scaling options.

---

## Package Contents and Naming Conventions

The package file name contains multiple identifiers that correspond with the Platform.

Renaming any of the elements contained in a package is discouraged in order to preserve the integrity of the naming conventions.

Example Package Name: `SPC_PV6.2.0_SV100_PackageContents.zip`

Field	Description
SPC	Solution ID
PV6.2.0	Minimum Platform version required to run solution
SV100	Solution version
PackageContents	File name

---

## Solution Database Migration Advice

A Development OneStream Application is the safest method for building out a solution with custom tables such as this one. The relationship between OneStream objects such as Workflow Profiles and custom solution tables is that they point to the underlying identifier numbers and not the object names as seen in the user interface. Prior to the solution configuration and to ensure the identifiers match within the Development and Production Applications, the Development Application should be a recent copy of the Production Application. Once the Development Application is created, install the solution and begin design. The following process below will help migrate the solution tables properly.

See also: *Managing a OneStream Environment* in the *Design and Reference Guide*

1. In the Production OneStream application, install the solution and create the data tables. See [Configure the OneStream Application Server](#) for Database Server Connection settings and installation details.
2. Data tables are created in the OneStream Development application during the solution installation. Using the [Microsoft Data Migration Assistant](#), copy the data from the tables to the Production Microsoft SQL Server Database. Only the Microsoft SQL Administrator should run the migration assistant.

**IMPORTANT:** This process has the potential to overwrite existing table data in the Production application database if data already exists.

---

# OneStream Solution Modification

## Considerations

Consider the following before modifying OneStream Solutions:

- Major changes to business rules or custom tables within a OneStream Solution will not be supported through normal channels as the resulting solution is significantly different from the core solution.
- If you change a dashboard object or business rule, consider renaming it or copying it to a new object first. This is important because if there is an upgrade to the OneStream Solution in the future and the customer applies the upgrade, this will overlay and wipe out the changes. This also applies when updating any of the standard reports and dashboards.
- If you modify a OneStream Solution, upgrading to later versions will be more complex depending on the degree of customization. Simple changes such as changing a logo or colors on a dashboard do not impact upgrades significantly. Avoid changing custom database tables and business rules, as this complicates upgrades.

# Appendix A: Expressions

Expressions are used in multiple areas of the Planning solutions.

- OneStream uses ADO.NET engine to interpret expressions; there is no parser involved.
- The expression evaluator supports these operators:
  - Open bracket '(' and close bracket ')'
  - Addition '+', subtraction '-', multiplication '\*', division '/'
  - Modulo '%'
  - Equality '=', inequality '!='
  - Bigger than '>', bigger than or equal '>=', smaller than '<', smaller than or equal '<='
  - Logical and '&&', logical or '||'
  - Conditional 'IIF'
- Can use any Substitution Variable or Global Driver.
  - $(0.80 * |Wage|) + (0.20 * |Wage| * |Overtime|)$
- XFBR String
  - Calls and passes arguments to a Business Rule that can look up a value in a Cube or process conditions to return a value or string.
  - $(XFBR(PLP\_ParamHelper, GetDriverValue, ud2Member=|Code2|, entityMember=|Entity|, accountMember=[Wage Increase Pct])) / 100 * |FTE|$
- XFCell (*may perform better than XFBR String*)

## Appendix A: Expressions

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- Queries Cube data cell value and can pass Substitution Variables and even XFBR's
- Missing members are retrieved from the POV
- ((XFCell(E#|Entity|:C#Local:S#BudgetV1:T#2017M1:V#Periodic:A#[Wage Increase Pct]:F#None:O#Forms:I#None:U1#None:U2#|Code2|:U3#None:U4#None:U5#None:U6#None:U7#None:U8#None)) \* |Wage|) / 12

# Appendix B: Substitution Variables

Substitution variables are used to exchange values at calculation time enabling building or more dynamic formulas and expressions.

### Register Variables

- |RegisterID|
- |JobTitle|
- |JobTitle|
- |LastName|
- |FirstName|
- |Wage|
- |Bonus|
- |FTE| (*Full Time Employee %*)
- |GradeLevel|
- |Status|
- |HirePer| (*period hired*)
- |TermPer| (*period terminated*)
- |OutPer| (*for example, period transferred out, on leave, etc.*)
- |OutCode| (*for example, department transferred from*)
- |InPer| (*for example, period transferred in*)
- |InCode| (*for example, department transferred into*)



## Appendix B: Substitution Variables

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- |Entity| (*if known*)
- |Code1| to |Code8|

### Calculations

- |CalcPer| (*Period calculated*)
- |CalcPerMth| (*Calculation period month*)
- |CalPerDays| (*Number of days in calculation period*)

### Global Options (Defined on Settings Page)

- |PStartPer| (*Plan start period*)
- |PEndPer| (*Plan end period*)
- |PPerCount| (*Number of Plan periods*)

### Workflow

- |WFProfileName|
- |WFScenarioName|
- |WFTimeName|

# Appendix C: Calculations (Allocation Methods)

Certain solutions contain additional Value Types for expressions that are focused on these particular use cases:

Data Caching Examples (For example, People Planning)

- After Plan Data rows are added during Calculate Plan Data, this data can also be added to an in-memory Cache that's available during processing for later querying via sample Allocation Methods which call a XFBR String to pass over this data and return results that were added, min, max, added across periods, return number of days between Code1 & Code2 (for example), etc. In sample Allocation Methods provided with solutions such as People Planning, refer to **Custom Functions (XFBR)** and its equivalent Calculation Plan for several examples. More than likely the returned value will be an input into another function.
- Designed for when you have multiple Registers across multiple Instances of same Register item (e.g. Employee). Keeps an individual cache for each Register item across Instances. Designers will want these to be the highest Sequence in the Execution Plan. Order matters. These cross-Register Calculation Plans need to run late in the Execution Plan. An example is FICA (Social Security tax calculation) is one of the reasons but multiple instances of the same Register item makes this necessary. For example, caching would calculate all Salary Expense first and then apply a FICA calculation later in the Sequence for the Execution Plan. This is for calculations that cross Register Instances.

## Appendix C: Calculations (Allocation Methods)

---

- There are Single Register Instance calculation reasons to use these caching examples. Caching could occur for a single Register Instance by using a later Sequence within a single Allocation Method. Example is adding up records from multiple Allocation Plan details within one Allocation Plan. Again, order matters.
- Think of these examples provided as Excel Sum/Min/Max etc. as a sample formula that can be copied, pasted and modified to the user's liking to fit their use case.

Examples:

- *Timespan Day*: Number of days between date fields.
- *Sum Account Period*: adds up an account value over a single period.
- *Sum Account Period Cumulative*: adds across previous periods, etc.
- *Sum Account Custom*: pass it criteria from any field in the Plan Data (also in the cache).
- More advanced example is *GetLimitResidual* (FICA example). This one is different since you pass in RegisterID, Account, Period, Field to Sum (or other math) on (such as Amount, NCode5, etc.). Any math performed must be on a numeric field in Plan Data. Note that this will not work against text-based Code1-12 since those are stored in Plan Data (and resulting Cache) but would work against fields like Amount, NCode1-8 and any other that is inherently stored as a decimal value.

### Capital Planning

- **(1DB)Declining Balance**: Depreciation-calculation system that involves applying the [depreciation](#) rate against the non-depreciated balance. Instead of spreading the cost of the [asset](#) evenly over its life, this system expenses the asset at a constant

## Appendix C: Calculations (Allocation Methods)

---

rate, which results in declining depreciation charges each successive period.

- The declining balance formula is:  $1 \times \text{Straight-line depreciation rate} \times \text{Book value at the beginning of the year}$ .
- **(1.5DB) Declining Balance:** Accelerated form of depreciation under which the vast majority of the depreciation associated with a fixed asset is recognized during the first few years of its useful life.
  - The 1.5 declining balance formula is:  $1.5 \times \text{Straight-line depreciation rate} \times \text{Book value at the beginning of the year}$ .
- **(2DB) Declining Balance:** Accelerated form of depreciation under which the vast majority of the depreciation associated with a fixed asset is recognized during the first few years of its useful life.
  - The double declining balance formula is:  $2 \times \text{Straight-line depreciation rate} \times \text{Book value at the beginning of the year}$ .
- **(SL) Straight Line:** Straight line depreciation method charges cost evenly throughout the useful life of a fixed asset.
  - The Straight Line formula is:  $(\text{Cost} - \text{Residual Value}) \times \text{Rate of depreciation}$ .
- **(SYD) Sum Years Digits:** Sum of the years' digits method of depreciation is one of the accelerated depreciation techniques which are based on the assumption that assets are generally more productive when they are new, and their productivity decreases as they become old.
  - The Sum of Years Digits formula is:  $(\text{Cost} - \text{Residual Value}) \times (\text{Remaining Useful Life} / \text{Sum of Years Digits})$

### Cash Planning

## Appendix C: Calculations (Allocation Methods)

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- Interest Daily
- Interest Monthly
- Interest Annual
- Cash Term Impact

## **Appendix D: Custom Event Model**

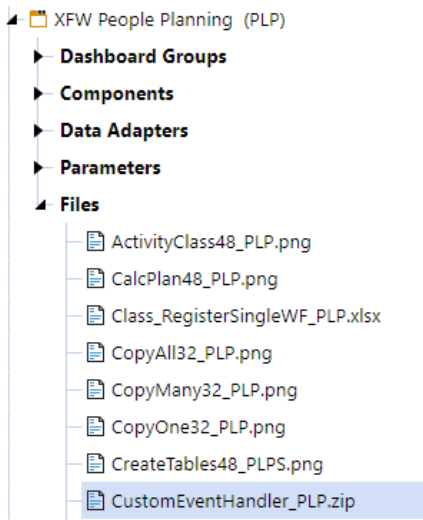
Planning solutions support custom event models using business rules. This topic describes how event modeling works with People Planning.

---

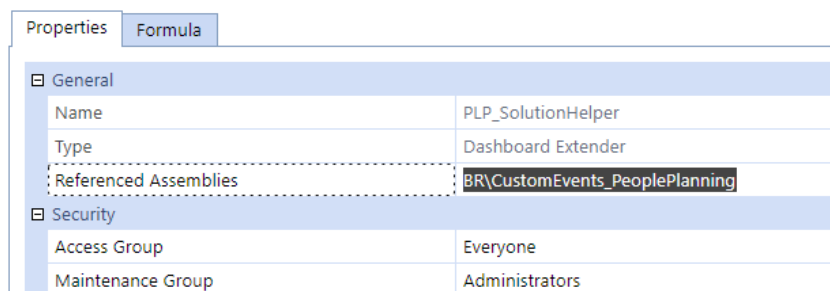
# Set up the Custom Event Model

The steps to set up custom events are detailed below:

1. Download *CustomEventHandler\_PLP.zip* from the Application Dashboard screen.



2. Import the downloaded file from the Application Load/Extract screen.
3. Update the *PLP\_SolutionHelper* script to integrate with the CustomEvents scripts:
  1. Add *BR\CustomEvents\_PeoplePlanning* in the Referenced Assemblies section of the *PLP\_SolutionHelper* script.



- 
2. Find the declaration of the variable `m_CustomEvents` and change as shown in the following example.

```
823 #Region "Constants and Enumerations"
824
825 'Custom Event Handler Declaration
826 'Dim m_CustomEvents As Object = Nothing
827 Dim m_CustomEvents As New OneStream.BusinessRule.DashboardExtender.CustomEvents_PeoplePlanning.MainClass
```

3. After the custom event integration is set up, event actions can be defined in the *CustomEvents\_PeoplePlanning* script.

**NOTE:** These events are not deleted or overridden when upgrading to new versions of the Planning solutions but the setup steps must be repeated with every installation.



---

## Available Events

Available custom events are listed in this section.

### Before / After Selection Changed Events

These events run before / after a custom control is clicked.

**Example:** *Delete Plan* will run any defined code in the *DeletePlan* section before/after the actual deletion of the plan data.

- SaveSettings
- CreateSolutionTables
- ValidateSetupStepsExecuted
- Uninstall
- CopyActivityClassToOne
- CopyRegisterPlanToOne
- CopyCalcPlanToOne
- CopyRegisterPlanToMany
- CopyRegisterAndDetail
- DeleteActivityClassDetail
- DeleteRegisterOrRegisterPlan
- CalculatePlan
- DeletePlan
- WorkflowComplete

- 
- WorkflowRevert
  - ImportXLSXFile
  - ImportRegisterConnector

## Before / After Save Data Events

These events run before / after the save event for the listed grid types.

**Example:** Use to test grid data prior to saving and potentially not allowing the data to be saved if a check is failed.

- SaveRegisterRows
- SaveCalcPlanDetailRows
- SaveStatusRows
- SaveAccountRows
- SaveActivityTypeRows

## Register Restriction on Calculation Event

This event allows the tailoring of the SQL WHERE clause against Register Items before applying Calculations, eliminating unnecessary application of calculations.

**Example:** Applying all calculations against all register items may not be necessary and consume resources unnecessarily. Use to limit the number or register items before being applied against the calculations.

- SetCustomWhereClause

# Appendix E: Solution Audit BR Functions

The following topics describe how to use the *TCR\_SolutionHelper* business rule provided with the Solution Audit feature. See:

- [Overview](#)
- [TCR Solution Helper Code Sample](#)



---

## Overview

The following functions in the *TCR\_SolutionHelper* business rule provide the Solution Audit feature:

```
6846 #Region "Audit Log Helpers"
6847
6848 Public Sub LogTableEditorSave(ByVal si As SessionInfo, ByVal
6891
6892 Public Sub WriteTableEditLog(ByVal si As SessionInfo, ByVal
6911
6912 Public Sub WriteFileArchiveLog(ByVal si As SessionInfo, By
6950
6951 Private Function GetAuditLogTableForAppend(ByVal si As Ses
6963
6964 Private Function CreateCopyRegisterAuditInfo(ByVal si As
6991
6992 Private Function CreateCopyExceptionPlanAuditInfo(ByVal si
7023
7024 Private Function CreateCopyCalcPlanAuditInfo(ByVal si As
7050
7051 #End Region
7052
7053 #Region "Audit Log Analysis Helpers"
7054
7055 Public Function GetAuditLog(ByVal si As SessionInfo, ByVal
7095
7096 Public Function GetAuditLogFiles(ByVal si As SessionInfo,
7146
7147 Public Function OnShowAuditPage(ByVal si As SessionInfo) /
7164
7165 Public Function RefreshAuditLogDashboard(ByVal si As Sessi
7186
7187 Public Function CopyAuditFileToUserTempFolder(ByVal si As
7220
7221 #End Region
-----
```

These Business Rule functions are available for review as example code and to be called from other custom Business Rules. The Solution Audit functionality has been tagged with “**#AuditLog**” comments to make easier to locate the functions and example of calls to use these functions. This will assist administrators and implementors in reviewing the related code to extend the functions to other custom Business Rules or Dashboards/Data Entry Forms with activities that are triggered by buttons that may need to be included in the Solution Audit Logging.

---

## TCR\_SolutionHelper Code and Sample Calls

Access the TCR\_SolutionHelper business rule by clicking Application > Tool > Business Rules > Dashboard Extender > TCR\_SolutionHelper. Search for the code sections tagged with “**#AuditLog**” comments to review the Solution Audit code and calls to use this code.

Here is one example of a call in the TCR\_SolutionHelper code that calls the Solution Audit functions to handle archiving an import Excel file:

```
5547 'Archive the file
5548 '#AuditLog
5549 Dim wfDesc As String = "Workflow: " & BRApi.Workflow.General.GetWorkflowUnitClusterPkDescription(si, si.WorkflowClusterPk)
5550 Dim logMessage As New Text.StringBuilder
5551 logMessage.Append(wfDesc)
5552
5553 For Each range As TableRangeContent In loadResults
5554     logMessage.Append("; Table: " & range.TableName)
5555     logMessage.Append(", Load Method: " & range.LoadMethod)
5556 Next
5557
5558 'logMessage.Remove(logmessage.Length-2, 2)
5559
5560 Me.WriteFileArchiveLog(si, AuditLogGroupTypes.ImportFile.ToString, AuditLogObjectTypes.File.ToString, AuditLogActionTypes.Import.ToString, logMessage.ToString, DateTime.UtcNow, filePath)
5561
5562 'Delete the temp file
5563 BRApi.FileSystem.DeleteFile(si, FileSystemLocation.ApplicationDatabase, filePath)
```

The sample code text for the screen shot above is:

'Archive the file

'#AuditLog

Dim wfDesc As String ="Workflow: " &  
BRApi.Workflow.General.GetWorkflowUnitClusterPkDescription(si,  
si.WorkflowClusterPk)

Dim logMessage As New Text.StringBuilder

logMessage.Append(wfDesc)

For Each range As TableRangeContent In loadResults

logMessage.Append("; Table: " & range.TableName

logMessage.Append(", Load Method: " & range.LoadMethod)

Next

'logMessage.Remove(logmessage.Length-2, 2)

---

```
Me.WriteFileArchiveLog(si, AuditLogGroupTypes.ImportFile.ToString,  
AuditLogObjectTypes.File.ToString, AuditLogActionTypes.Import.ToString,  
logMessage.ToString, DateTime.UtcNow, filePath)
```

## **Appendix F: Excel Templates**

For more information about Excel templates, see *About Collecting Data* in the *Design and Reference Guide*.



---

## Load Excel Templates to Custom Tables

OneStream Solutions typically have related SQL Server tables. Other custom solutions may support adding custom SQL Server tables as well. This lets you load data to custom tables using an Excel template from a OneStream Solution or using OneStream Extensibility Rules. For information about Excel templates, see *About Collecting Data* in the *Design and Reference Guide*.

OneStream reads templates using a specific Named Range. You must include the following information in the Named Range. In the first three rows of the Named Range in Column A, specify:

**Database Location:** Application or System specifies which database contains the custom tables.

**Table Name:** Custom tables only; enter the Table name

**Load Method:** The load method determines the action and any additional criteria for the action. The syntax is:

Action:[Where Clause Criteria] (*Where Clause Criteria is optional*)

### Load Method Definitions

**IMPORTANT:** Import templates do not support changing the Load Method.

---

Load Method	Description	Example
Merge	If there are no criteria, Merge updates the data if it finds a matching key, otherwise it inserts it	<b>Merge Where Clause Criteria Example</b> First, this will clear the values for emp1 and then Merge Merge:[EmployeeID = 'emp1']  <b>Merge Where Clause Criteria with Substitution Variable Example</b> Substitution Variables can be used in the Where Clause Criteria Merge: [WFProfileName = ' WFProfile ']

---

Load Method	Description	Example
Replace	If there are no criteria, <i>Replace</i> clears everything first. By default, instead of merging, it clears the entire table. This will perform better for high volume because it does not try to match rows from the file to the table. An error will occur if it finds a match.	<p><b>Replace Where Clause Criteria Example</b> This does not try to locate, it only does inserts and appends. Replace: [EmployeeID = 'emp1']</p> <p><b>Replace Where Clause Criteria with Substitution Variable Example</b> Replace: [WFProfileName = ' WFProfile ']</p>

Next, define the Field Types and Field Names beginning in Column A Row 4 and spanning as many columns as necessary.

The column definition syntax is:

*FieldType#:[FieldName]:StaticValue(optional):DefaultValue(optional)*

**Field Type:** This relates to the column name in the table.

- **xfGuid:** Unique identifier [SQL = uniqueidentifier]
- **xfText:** Text defined column in the table [SQL = nvarchar, nchar, ntext]
- **xfInt:** Short integer (*4 byte integer*) [SQL = int]

- **xfBit:** 0,1 (*True, False*) [SQL = bit]
- **xfDec:** Decimal [SQL = Decimal (28,9)]
- **xfDbf:** Floating point number (*8 byte floating*) [SQL = Float]
- **xfDateTime:** Date [SQL = datetime]

**Field Name:** This is specific to the SQL table to be loaded.

**StaticValue :** Whatever is specified as the Static Value will override every row for that column regardless if it is blank or not.

- **Example:** This example will override all rows and enter 50,000 as the Static Value.

`xfDec#:[Salary]:50,000`

**DefaultValue:** This only applies to blank rows.

**NOTE:** If something is specified in the Static Value, it will ignore whatever is in the DefaultValue.

- **Example:** This example will enter a New Guid for all blank rows in the column.

`xfGuid#:[EmployeeID]::NewGuid`

**Substitution Variable Example:** Substitution Variables can be used in both *StaticValue* and *DefaultValue*.

`xfText#:[EmployeeName]::|Username|`

	A	B	C	D	E
1	Application				
2	XFT_Employee				
3	Merge				
4	xfGuid#:[EmployeeID]	xfText#:[EmployeeName]	xfInt#:[GradeLevel]	xfBit#:[Active]	xfDec#:[Salary]
5	E82BD657-C198-41D8-92CB-F3819D0EAF03	John Doe	21	TRUE	250,000.00
6	D01A9E9C-84E1-4BE2-95DA-3B84EFA91D58	Jane Doe	22	FALSE	265,000.00

Last, create a Named Range beginning with *XFT* , being sure to include the entire template.

xftEmployeeInfo					
Application					
1	A	B	C	D	E
2	Application				
3	XFT_Employee				
4	Merge				
5	xfGuid#:[EmployeeID]	xfText#:[EmployeeName]	xfInt#:[GradeLevel]	xfBit#:[Active]	xfDec#:[Salary]
6	E82BD657-C198-41D8-92CB-F3819D0EAF03	John Doe	21	TRUE	250,000.00
7	D01A9E9C-84E1-4BE2-95DA-3B84EFA91D58	Jane Doe	22	FALSE	265,000.00

Once the template is complete, you can load it to the custom table. If this is being used with a OneStream Solution, refer to the solution for further instructions on loading the template to the table.

If you are loading with an Extensibility business rule, use this example:

```
Dim fieldTokens As New List(Of String)
fieldTokens.Add("xfGuid#:[EmployeeID]::NewGuid")
'fieldTokens.Add("xfGuid#:[EmployeeID]")
fieldTokens.Add("xfText#:[EmployeeName]")
'fieldTokens.Add("xfText#:[EmployeeName]::|Username|")
fieldTokens.Add("xfInt#:[GradeLevel]")
fieldTokens.Add("xfBit#:[Active]")
fieldTokens.Add("xfDec#:[Salary]")
fieldTokens.Add("xfDbl#:[VacationDays]")
fieldTokens.Add("xfDateTime#:[HireDate]")
BRApi.Utilities.LoadCustomTableUsing
DelimitedFile(si, SourceDataOriginTypes.FromFileShare, filePath,
Nothing, ",", dbLocation, tableName, loadMethod, fieldTokens,
True)
```

# Appendix G: People Planning





The sections in this appendix refer specifically to People Planning.

## Replace and Merge Functionality

The Copy Register dialog box identifies the workflow profile for which you are replacing or merging. The Workflow Profile identified in the dialog box displays based on your Workflow POV selection. The Source Scenario and Source Time default to the Scenario and Time defined in your POV, with the option to update if necessary.

## Replace Copy Method

1. From the Copy Register (All) dialog box select the source scenario, and source time.
2. In Copy Method, select **Replace**. The blue ribbon displays to identify the criteria that the Execute Copy action performs and the workflow profile uses as a default based on the settings you chose.

 Copy Register (All)   

**Workflow Profile:**  
Houston.People Planning

**Source Scenario:**

**Source Time:**

**Copy Method:**  
☒ Replace ☐ Merge

***Replace Register Workflow Profile 'Houston.People Planning', Scenario 'Plan', Time '2019M1'***

**Execute Copy**

Close

3. Click **Execute Copy**. A validation message displays stating *Data replacement for Workflow Profile X, Scenario X, and Time X succeeded.*

**NOTE:** The Replace Copy method deletes the existing target register information based on the single workflow identified in the defined Workflow Profile, along with the selected Source Scenario and Source Time. It replaces the target with the values identified in the source. All other workflow profiles using the same scenario and time remain unchanged.

### Merge Copy Method

1. From the Copy Register (All) dialog box select the source scenario, and source time.
2. In Copy Method, select **Merge**. The blue ribbon displays to identify the criteria that the Execute Copy action performs and the workflow profile uses as a default based on the settings you chose.

**Copy Register (All)**

**Workflow Profile:**  
Houston.People Planning

**Source Scenario:**  
Plan

**Source Time:**  
2019M1

**Copy Method:**  
☐ Replace ☒ Merge

*Merge Register Workflow Profile 'Houston.People Planning', Scenario 'Plan', Time '2019M1'*

**Execute Copy**

Close

3. Click **Execute Copy**. A validation message displays stating *Data merge for Workflow Profile X, Scenario X, and Time X succeeded.*

**NOTE:** The Merge Copy method scans the data in the register to determine if the source data already exists in the single workflow identified. If the data



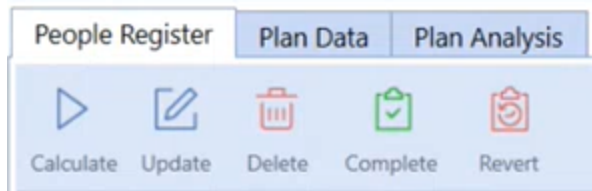
does not exist, the source data is merged and only appends the data that is not currently in the target plan. Similar to the Replace functionality, all other workflow profiles using the same scenario and time remain unchanged.

## Calculate and Update Functionality

There are two options for calculating a register: Calculate and Update.

**Calculate:** All items in the register are calculated and results are placed in the Plan Data tab. Any custom calculations are also processed based on filters established by the custom Where clause functionality.

**Update:** Only the changes to the register such as adding a new row, modifying an existing row, or deleting a row are recalculated when you click **Update**.



**NOTE:** The results of the recalculations apply to the Workflow Profile, Scenario, and Time in which the modifications took place.

## Select Criteria for Excel Template Import

Use the Excel Template Import dialog box to select criteria for loading your data.

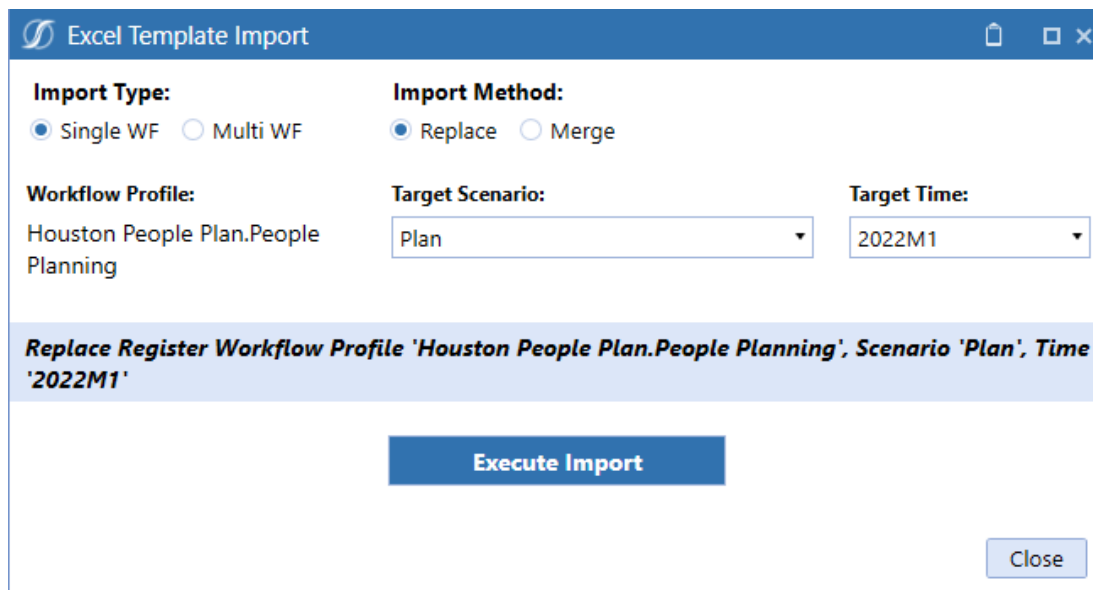
1. Click **Import Register Items from an Excel File**. The Excel Template Import dialog box displays and defaults to Single WF Import Type. The Workflow Profile

## Appendix G: People Planning

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shown in the dialog box is based on your Workflow POV selection.

2. In Import Method select **Replace** or **Merge**.
3. Select a Target Scenario and Target Time. If one of these criteria are missing, you will receive a validation message upon executing the import that states Scenario and Time must be populated.



The dialog box is titled "Excel Template Import". It contains the following fields and controls:

- Import Type:** Two radio buttons, "Single WF" (selected) and "Multi WF".
- Import Method:** Two radio buttons, "Replace" (selected) and "Merge".
- Workflow Profile:** A text field containing "Houston People Plan.People Planning".
- Target Scenario:** A dropdown menu with "Plan" selected.
- Target Time:** A dropdown menu with "2022M1" selected.
- A summary line in a light blue background: *Replace Register Workflow Profile 'Houston People Plan.People Planning', Scenario 'Plan', Time '2022M1'*
- An "Execute Import" button.
- A "Close" button.

4. Click **Execute Import**.
5. Browse to the Excel file and click **Open**. Ensure you select the template that coincides with the Import Type you want. For example, the Import Type of Single WF will use the Single WF Import Template, Import Type of Multi WF will use the Multi WF Import Template, and so on.

**NOTE:** For the Single WF Import Type, the criteria identified in the Excel Template Import dialog box for Workflow Profile, Target Scenario and Target Time overrides what is identified in the Excel template.

## Appendix G: People Planning

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After you select an Import Method of Multi WF, you will notice that the Workflow Profile, Target Scenario and Target Time fields are disabled in the dialog box. This is because the criteria defined may refer to more than one Workflow Profile, Scenario or Time as defined in your Multi WF template.

Excel Template Import

Import Type:

☐ Single WF ☒ Multi WF

Import Method:

☒ Replace ☐ Merge

Workflow Profile:

Target Scenario:

Target Time:

Replace Register Workflow Profiles, Scenarios, Times as defined in the Multi WF template.

Execute Import

Close