

# Metrics - User

## Course #1502

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### Course Details

**Length:** 1 day

**Prerequisite:** APM Framework - User

**Benefits:** You will learn how to use Metrics and Scorecards tools to develop and leverage Key Performance Indicators (KPI's) across your organization.

**Audience:** General Users, Implementers, Administrators



### Overview

#### Viewing Key Performance Indicators (KPI's)

You will use KPI tools to view the existing metrics that have been identified as the most important indicators of mission success and organizational performance over time.

#### Scorecards

Scorecard functionality allows you to report the status of your organization's KPI's. Scorecards facilitate easy access to corporate and group KPI's, thus helping maintain focus on objectives.

#### Metrics

You will use Metrics tools to create data cubes that store data for multiple measures and dimensions. You will learn how to manipulate cubes to view various slices of this data. You will identify bad actors and other areas that require attention. Then you will analyze performance and costs based on various criteria, such as location and manufacturer, and view the results in tabular and graphical formats.

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### Training Agenda

#### Introduction

- Navigating Home Pages
- Working with Catalog Directories
- Accessing Metrics and Scorecards
- Exploring Metrics and Scorecards tools

#### Scorecards

- What is a Scorecard?
- Opening and navigating a scorecard
- Viewing scorecard data and trends
- Modifying the layout of a scorecard
- Accessing attached reference documents
- Printing scorecard information
- Accessing KPI's from a scorecard
- Accessing scorecards from a home page

#### Key Performance Indicators (KPI's)

- Frequency
- Target value
- Data ranges
- Measurement Data

#### Metric Views

- What is a Metric View?
- Opening and navigating a Metric View
- Using Drill Up, Drill Down, & Drill Through options
- Using the Site Map
- Viewing, filtering, or sorting underlying data
- Viewing or changing graph properties
- Using Slices to filter results
- Transposing results
- Floating a graph or table
- Reloading a Metric View

#### Creating Metric Views

- Selecting Measures and Categories
- Using filters to isolate specific data
- Saving a metric view and linking it to a home page

#### Working in the Designer Viewer

- Using the Metric Explorer to work with Dimensions
- Using the Metric View Builder
- Adding an element to a view or removing it
- Obtaining cross-join of multiple dimensions
- Calculating a contribution quantity, such as LPO
- Calculating the difference between members
- Creating a custom calculation

#### Lab

You will utilize the skills you have learned in this course to complete a series of exercises.