

January 2019

Informatics website!

<https://www.fm.virginia.edu/employees/informatics/index.html>

Featured Workbooks on Tableau Production Server:

<https://tableau.admin.virginia.edu>

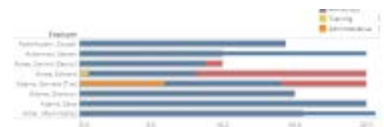
Workday/AiM

Compare worked and leave hours as reported in AiM and Workday at the Division/Org/Shop/Person level



AiM Time Entry

Track employee's submitted and approved hours in AiM along with Work Order and Phase information



Workday Labor Activity

Track work, leave and overtime hours at the Org/Shop/Person level

Employee Name / Department	Week of Week Ends	Total Hours	Worked Hours	Leave Hours	Overtime Hours
John Doe / Facilities Management	01/01/2018 - 01/07/2018	48.00	40.00	08.00	00.00
Jane Smith / Facilities Management	01/08/2018 - 01/14/2018	48.00	36.00	12.00	00.00
Mike Johnson / Facilities Management	01/15/2018 - 01/21/2018	48.00	48.00	00.00	00.00
Sarah Lee / Facilities Management	01/22/2018 - 01/28/2018	48.00	48.00	00.00	00.00
David Kim / Facilities Management	01/29/2018 - 02/04/2018	48.00	48.00	00.00	00.00

Active People

Find information about all active FM employees, shop, org and division counts



User Tips

• Save your view

Workbooks open in the original view, but once you filter to your preferred view, click the view button and then save it, make it your default, or even make it public and share it

 View: Original

My Views

 Halsey Hall View

Make it my default

Make it public

• Find your workbook

Look for the Search box at the top to search by title, tag, creator, or keyword.

Or look for the advanced search icon on the right side of the project boxes.



 Search

Advanced Filters

Owner

Created on or after

Get Involved

- Use Production Workbooks on Tableau Server:

[Tableau Prod Server](#)

- Explore and Create on Tableau Dev:

[Tableau Dev Server](#)

- Request Reports and Visualizations through [SysAid](#)

Don't forget the Information icon Cursor over it to learn more about each workbook



Have Question? Notice something that does not look right? Need Access? Would like an overview for yourself or your team?

Please contact Ken Moyers (kbm6f@virginia.edu, 982-5860)