Time and Labor Universe
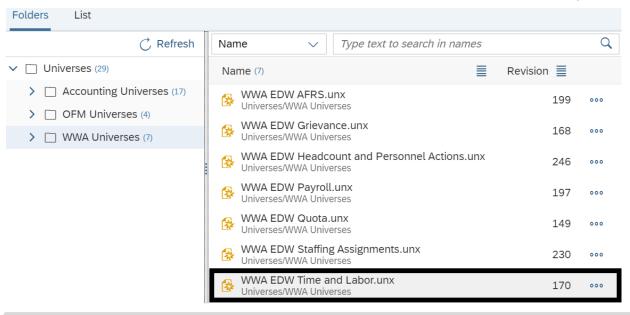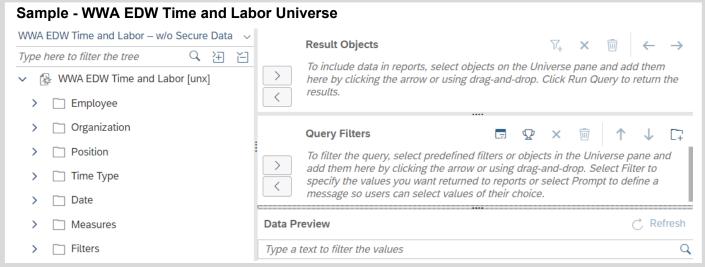
Time and Labor universe provides information about specific time types related to paid and unpaid leave, as well as planned working time.

✓ **Universe Name** WWA EDW Time and Labor.unx
✓ **Granularity** Daily
✓ **Data Load** Semi-Monthly, by 6:00 a.m. HRMS Payroll Processing Day 6 (data load will not load during State Holidays).
✓ **Facts/Measures** Planned time and actual time with headcount measures at the daily level.

Folders	List		
	↻ Refresh	Name ⌄	Type text to search in names 🔍

	Name (7) ≣	Revision ≣	
☑ Universes (29)			
› ☐ Accounting Universes (17)	WWA EDW AFRS.unx Universes/WWA Universes	199	⋯
› ☐ OFM Universes (4)	WWA EDW Grievance.unx Universes/WWA Universes	168	⋯
› ☐ WWA Universes (7)	WWA EDW Headcount and Personnel Actions.unx Universes/WWA Universes	246	⋯
	WWA EDW Payroll.unx Universes/WWA Universes	197	⋯
	WWA EDW Quota.unx Universes/WWA Universes	149	⋯
	WWA EDW Staffing Assignments.unx Universes/WWA Universes	230	⋯
	WWA EDW Time and Labor.unx Universes/WWA Universes	**170**	⋯

Sample - WWA EDW Time and Labor Universe

WWA EDW Time and Labor – w/o Secure Data ⌄

Type here to filter the tree 🔍 ⊞ ⊟

☑ WWA EDW Time and Labor [unx]
  › ☐ Employee
  › ☐ Organization
  › ☐ Position
  › ☐ Time Type
  › ☐ Date
  › ☐ Measures
  › ☐ Filters

Result Objects   ▽₊ ✕ 🗑 ← →

To include data in reports, select objects on the Universe pane and add them here by clicking the arrow or using drag-and-drop. Click Run Query to return the results.

Query Filters   ▦ 🏆 ✕ 🗑 ↑ ↓ 🗁

To filter the query, select predefined filters or objects in the Universe pane and add them here by clicking the arrow or using drag-and-drop. Select Filter to specify the values you want returned to reports or select Prompt to define a message so users can select values of their choice.

Data Preview   ↻ Refresh

Type a text to filter the values 🔍

Time and Labor Universe

Measures
- ✓ Planned Work Time
- ✓ Planned Work Time without Holidays
- ✓ Time Taken

Headcount Measures
- ✓ Age (Years)
- ✓ Distinct Employee Count
- ✓ Present Appointment (Years)
- ✓ Salary - Annual
- ✓ Salary - Monthly
- ✓ Salary - Unit Amount
- ✓ Service Years (Anniversary)
- ✓ Service Years (Seniority)

Pre-defined Filters
Date Filters
- ✓ Current Calendar Year Month
- ✓ Last Calendar Day of Month Values
- ✓ Last Calendar Day of Quarter Values
- ✓ Last Calendar Day of Year Values
- ✓ Last Day of Fiscal Month Values
- ✓ Last Day of Fiscal Quarter Values
- ✓ Last Day of Fiscal Year Values
- ✓ Previous Calendar Year Month
- ✓ Previous Calendar Year Month Day

Other Filters
- ✓ Branches - Executive (EE)
- ✓ Branches - Executive (POS)
- ✓ Branches - Judicial (EE)
- ✓ Branches - Judicial (POS)
- ✓ Branches - Legislative (EE)
- ✓ Branches - Legislative (POS)
- ✓ Non-Employee Exclusions (EE)
- ✓ Non-Employee Exclusions (POS)
- ✓ Overtime Eligible (EE)
- ✓ Overtime Eligible (POS)

Things to Know

Career Shared Leave
- ✓ Time Type 91009941 Career Shared Leave will provide a cumulated balance for shared leave used.
- ✓ Career Shared Leave should be queried for a single point in time.
  - o Use a Date Filter or Calendar Year Month Day in the query filter.

Withdrawn Employees
- ✓ All universes contain employee data within the Employee folder for employees with Employment Status Withdrawn. This data can be queried without measures, dates or other folder attributes.
- ✓ An employee will only show active up until the date of separation if a measure or date is included.
  - o The last time and labor record is the employee's last active day.