

USER GROUP SESSION SUMMARY

*Report Series Part 1 -
Advanced BI Tips for UKG Pro*

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OVERVIEW:

The focus of this webinar was on Advanced BI tips for UKG Pro, creating effective and efficient BI Dashboards. Our host, Sean Ishizaki, from UKG provided a detailed tutorial on how to build a dashboard from scratch, showing the best ways to navigate and customize.

SUMMARY:

Sean Ishizaki shares his expertise in UKG Pro BI and three categories of tips and tricks for UKG Dashboards: Layout, Visualizations, and Drill Downs and Drill Throughs. Layout settings such as sizing, colors, and tab customizations allow for desired visual appeal, flow and readability. Adjusting visualization properties can ensure data is portrayed accurately and effectively. This is done by specifying desired layout and appearance, chart and label alignment, adding custom titles, and if specific table values should be shown. Leveraging the drill down and drill through components allows filtering of content type and obtaining specific data for your review and analysis.

TIME SAVING TIPS:

- Instead of using dashboard templates, tweak properties of dashboards and visualizations.
- Duplicate visualizations.
- Leverage drill down and drill through to filter content type.

TOP DASHBOARD REMINDERS:

- Use full screen mode.
 - Templates for dashboards are set up for full screen viewing. Doing so increases quality for screenshots and maximizes the drill through function.
- The most powerful feature in dashboards: the undo button!



PRESENTER



SEAN ISHIZAKI

UKG People Analytics Consultant

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CONTACT US:

- 404.521.2001
- info@sability.com
- www.sability.com

USER GROUP:

If you're interested in participating in our next User Group session, join our LinkedIn Group "Sability UKG User Group" or reach us at customersuccess@sability.com