



BOBJ REPORT DESCRIPTION

B0171 Population/Work Force Standard Reports (Fixed Format)

Report Description:

This report compares an agency's/university's work force to the NC population by State SOC Subcategory, State SOC Category and All Occupations and is associated with three reporting views.

The first reporting tab compares an agency's/university's work force to the NC population by State SOC Subcategory. (The NC population and labor force are defined through the most recent US census data.) This report tab includes demographic information such as race and gender.

The second reporting tab compares an agency's/university's work force to the NC population by State SOC Category. (The NC population and labor force are defined through the most recent US census data.) This report tab includes demographic information such as race and gender.

The third reporting tab compares an agency's/university's overall work force data to the NC population by demographic groups (such as race and gender). This report tab provides an at-a-glance look at an agency's/university's workforce by demographics.

Report Location:

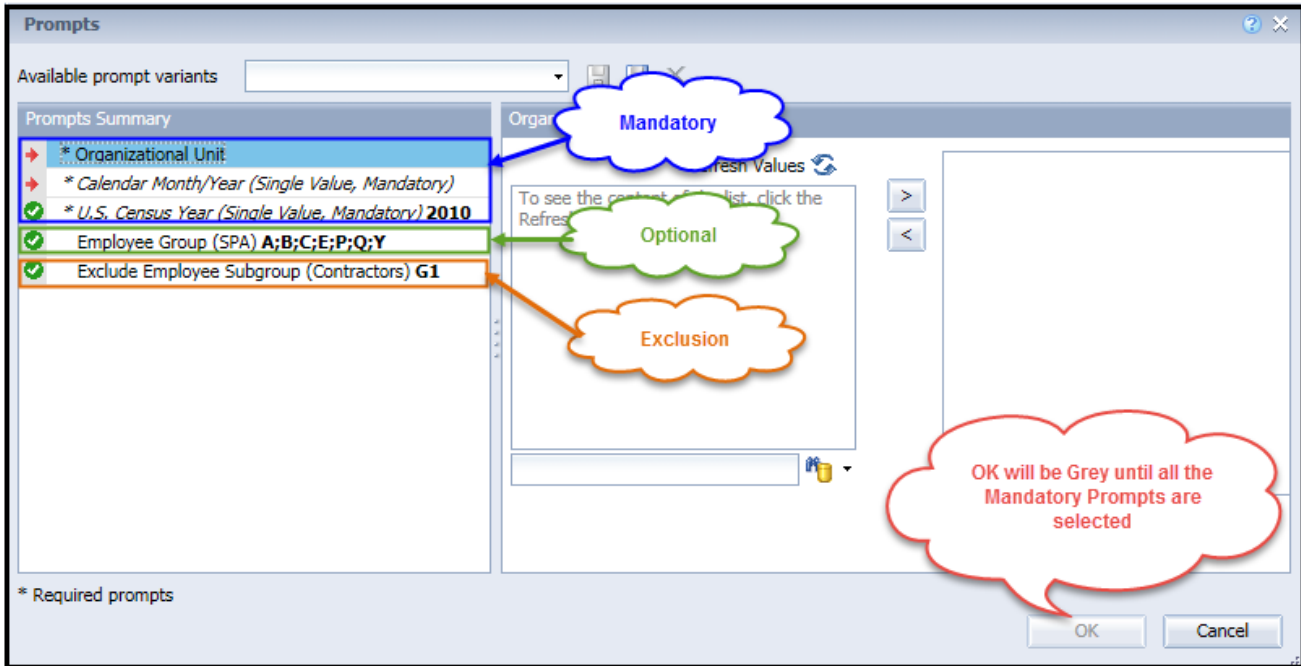
PA: EEO

Report uses:

- This report is useful in analyzing the composition of an agency's/university's work force and determining underutilization. This report is useful in determining the distribution of employees in an agency's/university's work force. This report is useful in EEO planning to help create a more diverse workforce.
- This report is useful in analyzing the composition of an agency's/university's work force and determining underutilization. This report is useful in determining the distribution of employees in an agency's/university's work force. This report is useful in EEO planning to help create a more diverse workforce.
- This report is useful in a general comparison of an agency's/university's overall work force by demographic groups (such as race and gender). This report is used for a quick overview of an agency's/university's overall work force by demographics.

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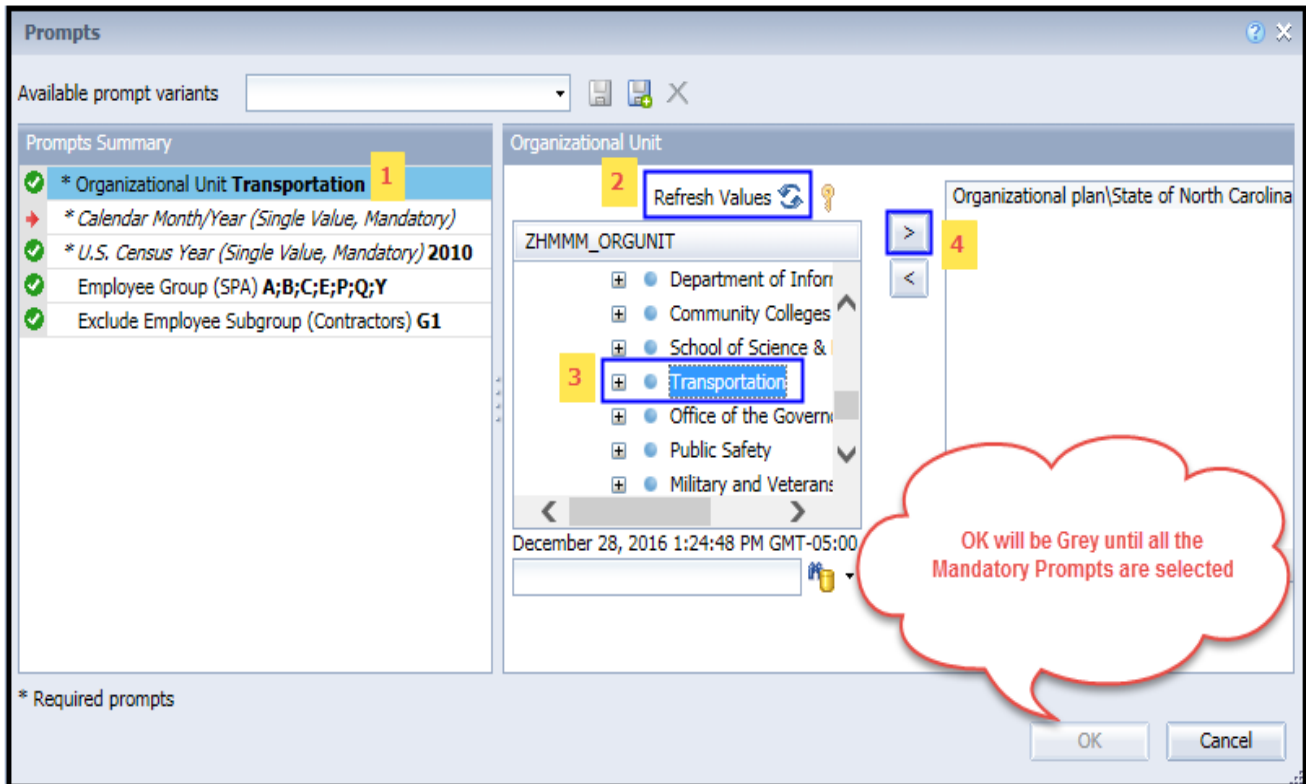
How to run this report



Mandatory Prompts:

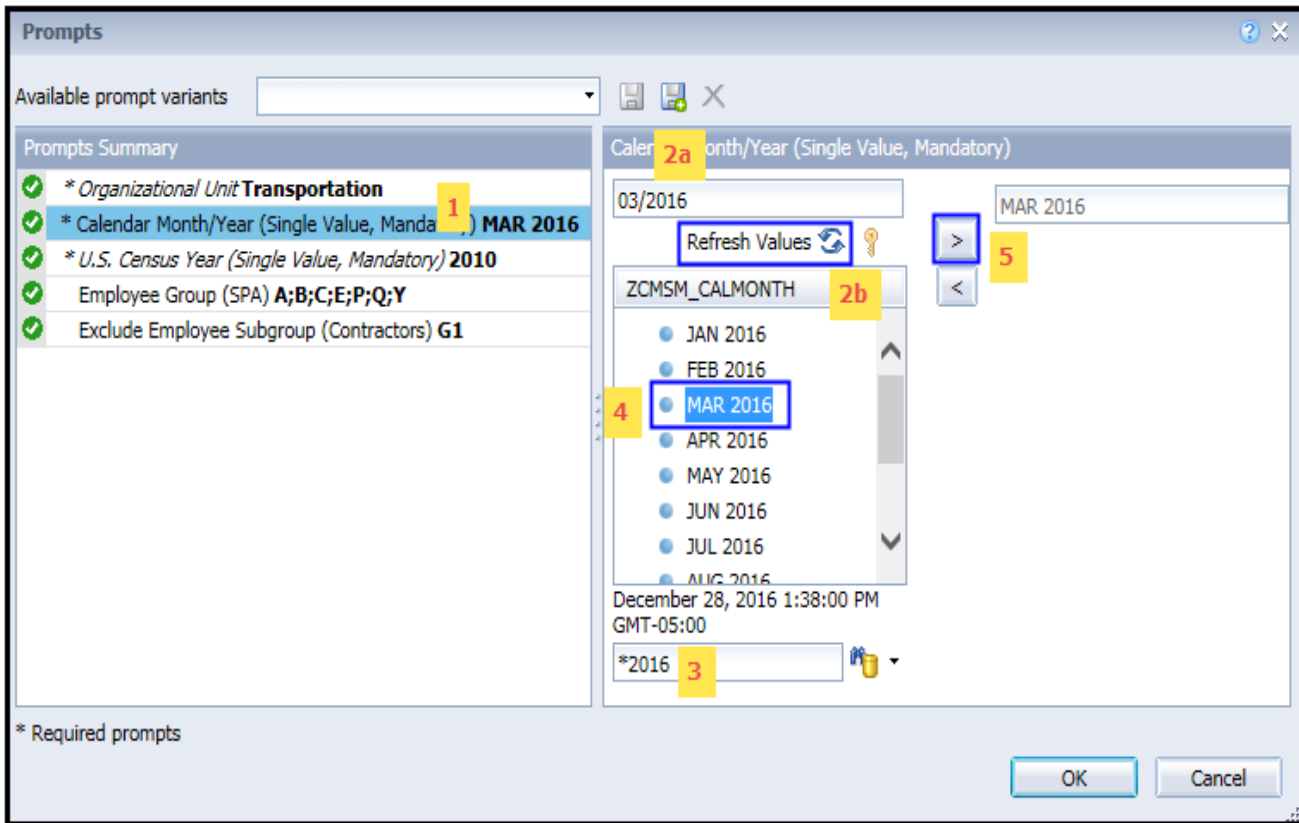
Mandatory prompts have a red arrow indicator (➔) followed by an asterisk (*) on the left side of the prompts. When a valid value(s) is entered, this indicator will turn into a green check mark (✓).

- ➔ ***Organizational Unit:** To select data for this prompt:
 - Make sure the “Organizational Unit” prompt is selected (1).
 - Click “Refresh Values” to see the list of Organizational Units (2).
 - Navigate down to select the desired Organizational Unit (3).
 - Click the right arrow to add it to the selection box (4).



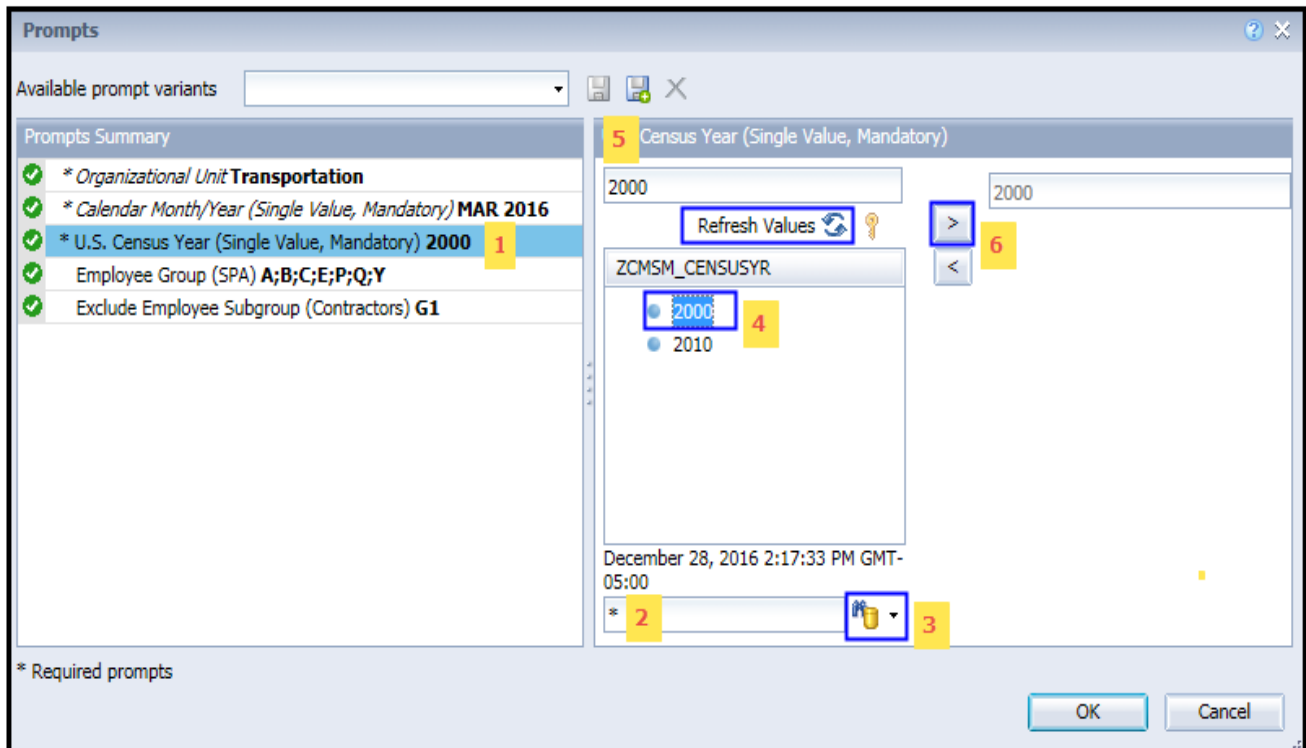
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- *Calendar Month/Year (Single Value, Mandatory): To select data for this prompt:
- Make sure the “Calendar Month/Year (Single Value, Mandatory)” prompt is selected (1).
 - If you do not want to search for a date, enter the date in the direct entry field using the MM/YYYY format (2a) and skip steps 2b-4; go straight to step 5.
 - **OR:**
 - Click “Refresh Values” (2b).
 - In the search box narrow down the date selection by using the wildcard *YYYY format and press the enter key (3).
 - Select the date (4).
 - Click the right arrow button (5) to add it to the selection box.



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- ✓ **U.S. Census Year - (Single Value, Mandatory):** By default U.S. Census Year “2010” is selected for this prompt and can be changed. To change the U.S. Census Year for this prompt:
 - Make sure the “U.S. Census Year (Single Value, Mandatory)” prompt is selected (1).
 - Enter a search text with an asterisk (*) in the search box to view the list of U.S. Census Years (2).
 - Click the search icon (3).
 - Select the desired U.S. Census Year (4).
 - **OR** if you know the U.S. Census Year, you can skip steps (2) through (4) and enter it directly in (5).
 - Click the right arrow to add the U.S. Census Year to the selection box (6).



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Optional Prompts:

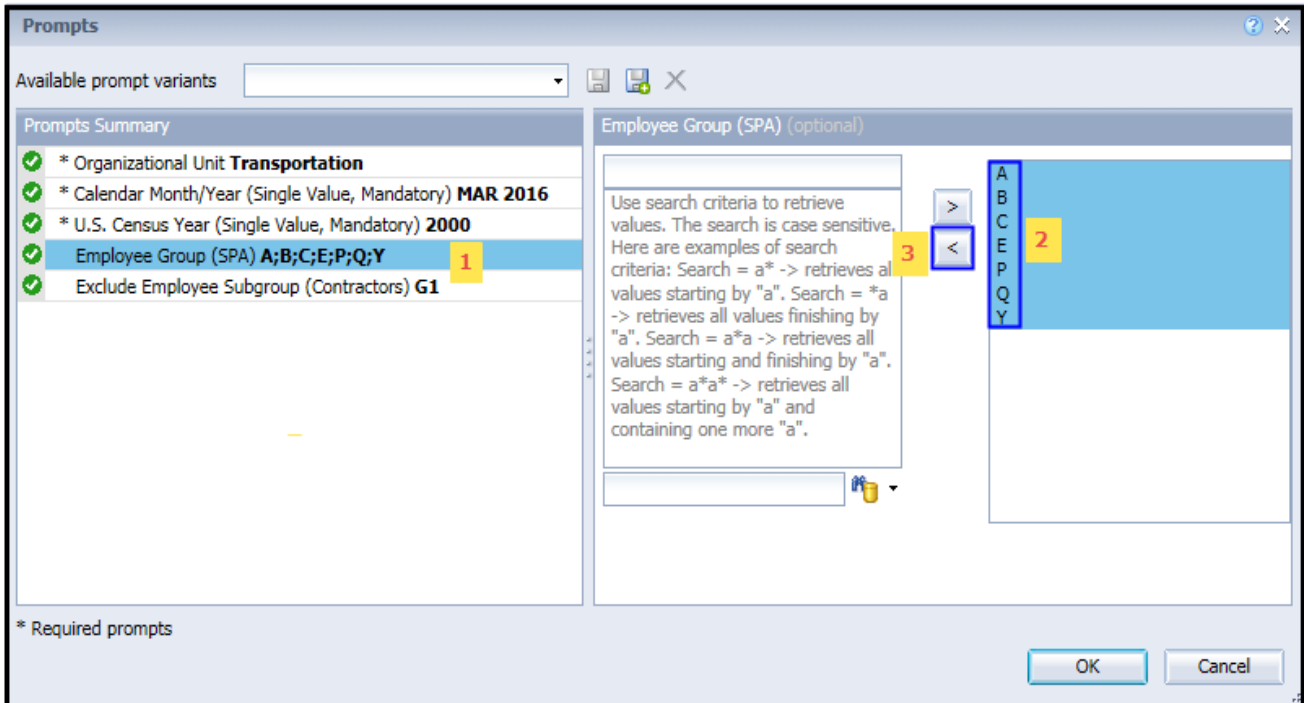
Optional prompts are indicated with a green check mark (✓) but are not pre-filled or required. They are used to assist in further limiting the amount of data that is retrieved into the body of the report.

- ✓ **Employee Group (SPA):** By default, the report is filtered for the Employee Groups below:

Employee Group	Description
A	SPA Employees
B	SPA Law Enforcement
C	SPA Non Teacher 10M
E	SPA Non Teacher 11M
P	SPA Bi-Weekly
Q	SPA LEO Bi-Weekly
Y	SPA Bi-Weekly Grant

To remove the default values for Employee Group:

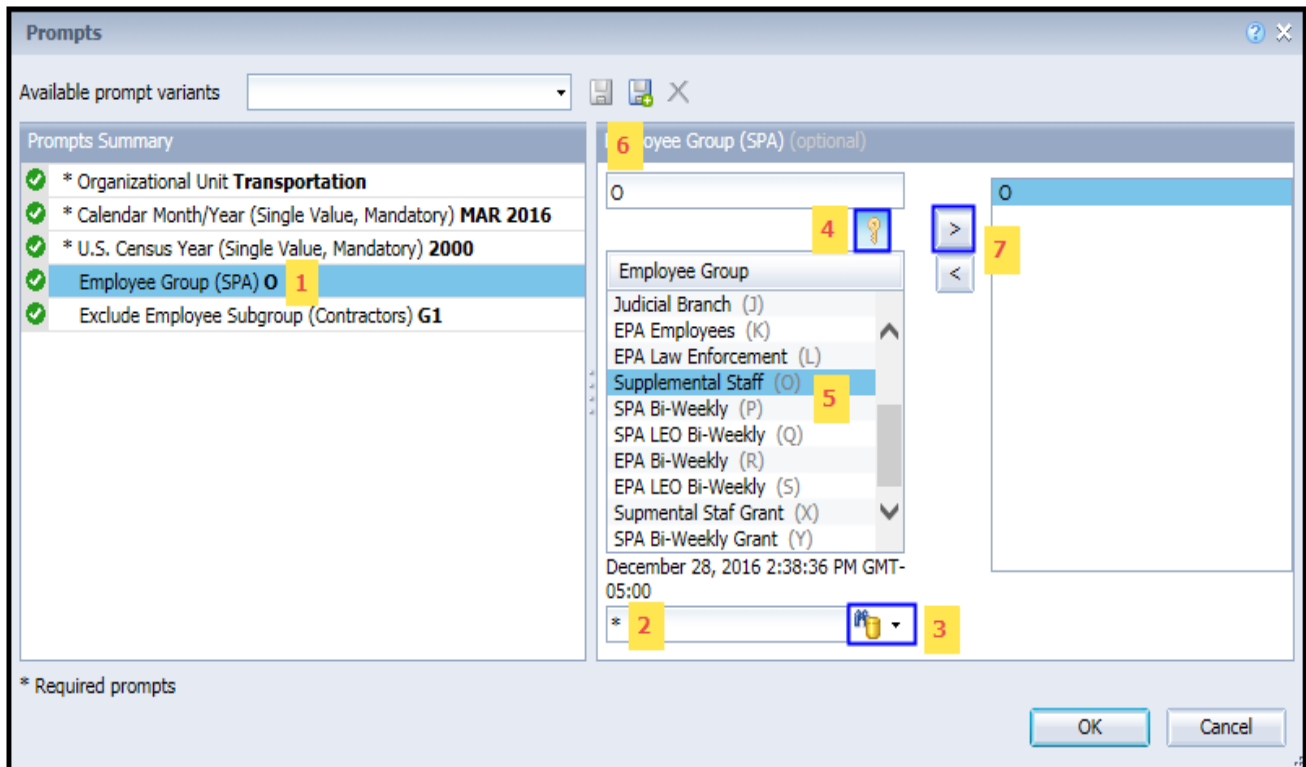
- Make sure the “Employee Group (SPA)” prompt is selected (1).
- Select the default Employee Groups listed at the right-hand side of the window (2).
- Click the left arrow to remove the default Employee Groups (3).
- If no other prompts are required and you want to run the report for all Employee Groups, click the “OK” button.



✓ **Employee Group (SPA):** Continued...

To run the Report for any specific Employee Group or Employee Groups:

- Make sure the “Employee Group (SPA)” prompt is selected (1).
- Enter a search text with an asterisk (*) in the search box to view the list of values for Employee Group (2).
- Click the search icon (3).
- Click on the key icon (4) to see the key value for each Employee Group.
- Select the desired Employee Group (5).
- **OR** if you know the Employee Group key or Employee Group name, you can skip steps 2 through 5 and enter it directly in (6).
- Click the right arrow to add the Employee Group to the selection box (7).



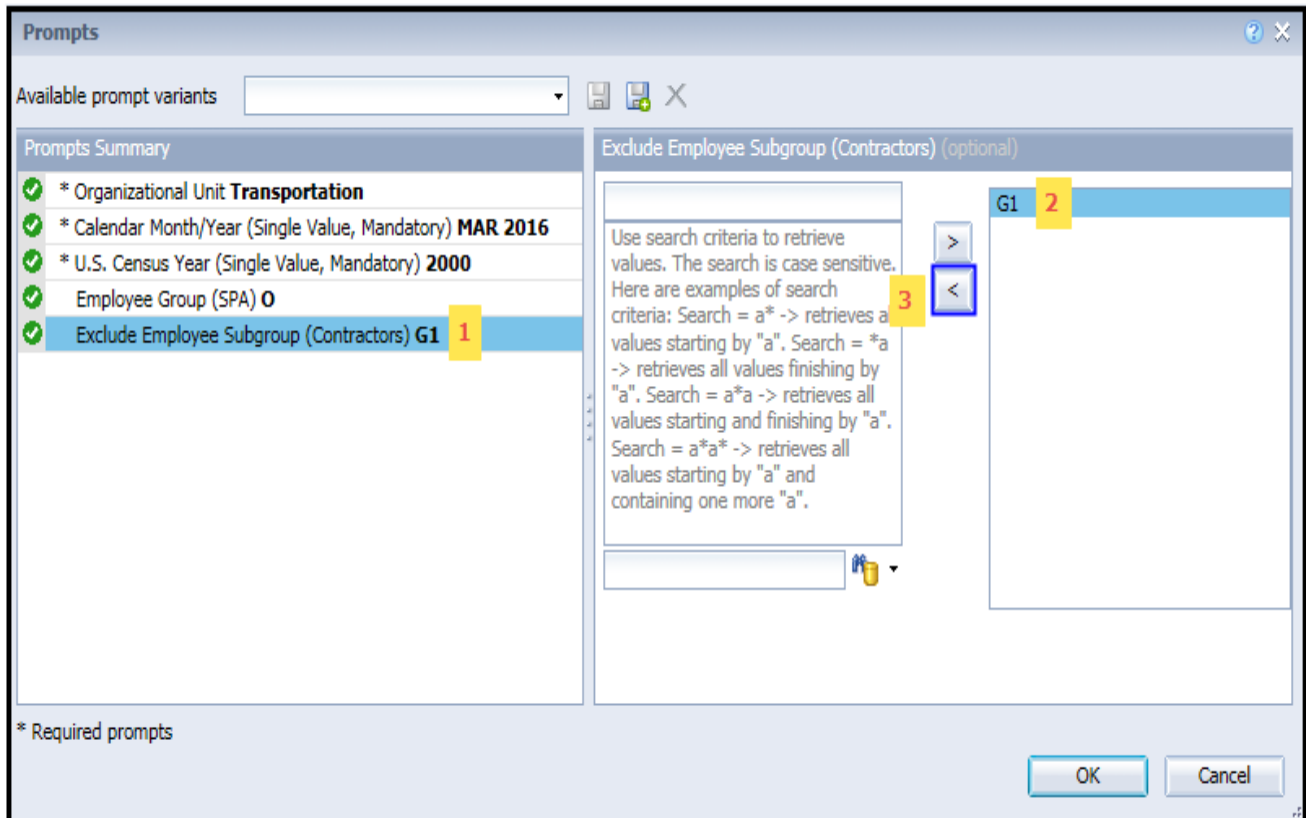
Exclusion Prompts:

Exclusion prompts are also indicated with a green check mark (✓) but are generally prefilled with a specific set of data values. They are provided as a way to exclude specified data by default while allowing customers the flexibility of changing them when necessary. Any rows containing data values listed in the exclusion selection box will not be fetched into the report.

✓ Exclude Employee Subgroup (Contractors)

To remove this exclusion

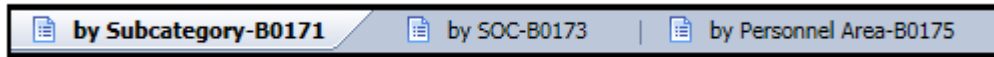
- Make sure the “Exclude Employee Subgroup (Contractors)” prompt is selected (1).
- Select the Employee Subgroup to remove from the selection box on the right (2).
- Click the left arrow icon to remove the desired Employee Subgroup (3).



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Initial Layout:

This report has three report tabs as well as the Report Info tab. The first three report tabs provide a different analysis of the U.S. Census data by State SOC Subcategory, State SOC Category and by Personnel Area.



- **by Subcategory-B0171**

This report compares an agency's/university's work force to the NC population by State SOC Subcategory. (The NC population and labor force are defined through the most recent US census data.) This report tab includes demographic information such as race and gender.

B0171: Pop/Work Force Standard Census Compare by Subcategory as of MAR 2016										
Transportation										
OFFICIALS AND ADMINISTRATORS										
OFFICIALS AND ADMINISTRATORS										
	White+ Male	White+ Fem	Black Male	Black Fem	Hispanic Male	Hispanic Fem	Asian+ Male	Asian+ Fem	AIAN Male	AIAN Fem
Number and Percentage	52	15	4	4			1			
Employed in Agency	65.8	19.0	5.1	5.1			1.3			
Number and Percentage Expected	26	27	8	9	4	3	1	1	0	0
Based on Census Population	32.7	34.3	9.9	11.3	4.5	3.9	1.0	1.1	0.6	0.6
Over/Under Population Representation	26	-12	-4	-5	-4	-3	0	-1	0	0

by Subcategory-B0171 Continued....

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Execution Date : 1/4/17

Ethn Unk	Dis-abled	Total Mnrt	Total Fem	Total
3		9	19	79
3.8		11.4	24.1	100.0
	9	26	40	
	11.6	32.9	51.2	
	-9	-17	-21	

- by SOC-B0173

This report compares an agency's/university's work force to the NC population by State SOC Category. (The NC population and labor force are defined through the most recent US census data.) This report tab includes demographic information such as race and gender.

Pop/Work Force Standard Census Compare by SOC as of MAR 2016

Transportation

OFFICIALS AND ADMINISTRATORS

	White+ Male	White+ Fem	Black Male	Black Fem	Hisp Male	Hisp Fem	Asian+ Male	Asian+ Fem	AIAN Male	AIAN Fem
Number and Percentage	52	15	4	4			1			
Employed in Agency	65.8	19.0	5.1	5.1			1.3			
Number and Percentage Expected	26	27	8	9	4	3	1	1	0	0
Based on Census Population	32.7	34.3	9.9	11.3	4.5	3.9	1.0	1.1	0.6	0.6
Over/Under Population Representation	26	-12	-4	-5	-4	-3	0	-1	0	0

B0171 POPULATION/WORK FORCE STANDARD REPORTS

by SOC-B0173 Continued...

Execution Date : 1/4/17				
Ethn Unk	Dis-abled	Total Mnrt	Total Fem	Total
3		9	19	79
3.8		11.4	24.1	100.0
	9	26	40	
	11.6	32.9	51.2	
	-9	-17	-21	

- by Personnel Area-B0175

This report compares an agency's/university's overall work force data to the NC population by demographic groups (such as race and gender). This report tab provides an at-a-glance look at an agency's/university's workforce by demographics.

Pop/Work Force Standard Census Compare - All Occupations as of MAR 2016										
Transportation										
	White+ Male	White+ Fem	Black Male	Black Fem	Hisp Male	Hisp Fem	Asian+ Male	Asian+ Fem	AIAN Male	AIAN Fem
Number and Percentage	6,395	1,506	1,068	611	76	41	119	50	162	21
Employed in Agency	61.1	14.4	10.2	5.8	0.7	0.4	1.1	0.5	1.5	0.2
Number and Percentage Expected	3,422	3,590	1,036	1,183	471	408	105	115	63	63
Based on Census Population	32.7	34.3	9.9	11.3	4.5	3.9	1.0	1.1	0.6	0.6
Over/Under Population Representation	2,973	-2,084	32	-572	-395	-367	14	-65	99	-42

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by Personnel Area-B0175 Continued....

Execution Date : 1/4/17				
Ethn Unk	Dis-abled	Total Mnrt	Total Fem	Total
417	97	2,151	2,229	10,466
4.0	0.9	20.6	21.3	100.0
	1,214	3,443	5,359	
	11.6	32.9	51.2	
	-1,117	-1,292	-3,130	

- **Report Info**

The Report Info tab displays the information about the prompts entered.

<u>Report Info</u>		Execution Date : 1/4/17
Prompt Input		
Organizational Unit	Transportation	
CalMonth/Year	MAR 2016	
U.S. Census Year	2010	
Employee Group(s)	A;B;C;E;P;Q;Y	
Exclude Employee Subgroup	G1	

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Available Objects:

This is a list of the available objects in the report which can be seen in Design mode:

Please don't add listed Objects below to Default Layout of the report

See Special Report Considerations/Features below.

B0171: Population/Work Force Standard Reports (Fixed Format)	
Personnel Area	
State SOC Category	
State SOC Subcategory	
AIAN Female	Census Asian Female SOC
AIAN Female Pct	Census Asian Female SOC Pct
AIAN Male	Census Asian Female Subcat
AIAN Male Pct	Census Asian Female Subcat Pct
Asian+ Female	Census Asian Male All Occ
Asian+ Female Pct	Census Asian Male All Occ Pct
Asian+ Male	Census Asian Male Pop
Asian+ Male Pct	Census Asian Male Pop Pct
Black Female	Census Asian Male SOC
Black Female Pct	Census Asian Male SOC Pct
Black Male	Census Asian Male Subcat
Black Male Pct	Census Asian Male Subcat Pct
Census AIAN Female All Occ	Census Black Female All Occ
Census AIAN Female All Occ Pct	Census Black Female All Occ Pct
Census AIAN Female Pop	Census Black Female Pop
Census AIAN Female Pop Pct	Census Black Female Pop Pct
Census AIAN Female SOC	Census Black Female SOC
Census AIAN Female SOC Pct	Census Black Female SOC Pct
Census AIAN Female Subcat	Census Black Female Subcat
Census AIAN Female Subcat Pct	Census Black Female Subcat Pct
Census AIAN Male All Occ	Census Black Male All Occ
Census AIAN Male All Occ Pct	Census Black Male All Occ Pct
Census AIAN Male Pop	Census Black Male Pop
Census AIAN Male Pop Pct	Census Black Male Pop Pct
Census AIAN Male SOC	Census Black Male SOC
Census AIAN Male SOC Pct	Census Black Male SOC Pct
Census AIAN Male Subcat	Census Black Male Subcat
Census AIAN Male Subcat Pct	Census Black Male Subcat Pct
Census Asian Female All Occ	Census Disabled
Census Asian Female All Occ Pct	Census Disabled Pct
Census Asian Female Pop	Census Hispanic Female All Occ
Census Asian Female Pop Pct	Census Hispanic Female All Occ Pct
	Census Hispanic Female Pop
	Census Hispanic Female Pop Pct
	Census Hispanic Female SOC
	Census Hispanic Female SOC Pct

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■ Census Hispanic Female Subcat	■ Census White Male Pop
■ Census Hispanic Female Subcat Pct	■ Census White Male Pop Pct
■ Census Hispanic Male All Occ	■ Census White Male SOC
■ Census Hispanic Male All Occ Pct	■ Census White Male SOC Pct
■ Census Hispanic Male Pop	■ Census White Male Subcat
■ Census Hispanic Male Pop Pct	■ Census White Male Subcat Pct
■ Census Hispanic Male SOC	■ Disabled
■ Census Hispanic Male SOC Pct	■ Disabled Pct
■ Census Hispanic Male Subcat	■ Ethnicity Unknown
■ Census Hispanic Male Subcat Pct	■ Ethnicity Unknown Pct
■ Census Total Female All Occ	■ Hispanic Female
■ Census Total Female All Occ Pct	■ Hispanic Female Pct
■ Census Total Female Pop	■ Hispanic Male
■ Census Total Female Pop Pct	■ Hispanic Male Pct
■ Census Total Female SOC	■ Over/Under AIAN Female All Occ
■ Census Total Female SOC Pct	■ Over/Under AIAN Female Pop
■ Census Total Female Subcat	■ Over/Under AIAN Female SOC
■ Census Total Female Subcat Pct	■ Over/Under AIAN Female Subcat
■ Census Total Minority All Occ	■ Over/Under AIAN Male All Occ
■ Census Total Minority All Occ Pct	■ Over/Under AIAN Male Pop
■ Census Total Minority Pop	■ Over/Under AIAN Male SOC
■ Census Total Minority Pop Pct	■ Over/Under AIAN Male Subcat
■ Census Total Minority SOC	■ Over/Under Asian Female All Occ
■ Census Total Minority SOC Pct	■ Over/Under Asian Female Pop
■ Census Total Minority Subcat	■ Over/Under Asian Female SOC
■ Census Total Minority Subcat Pct	■ Over/Under Asian Female Subcat
■ Census White Female All Occ	■ Over/Under Asian Male All Occ
■ Census White Female All Occ Pct	■ Over/Under Asian Male Pop
■ Census White Female Pop	■ Over/Under Asian Male SOC
■ Census White Female Pop Pct	■ Over/Under Asian Male Subcat
■ Census White Female SOC	■ Over/Under Black Female All Occ
■ Census White Female SOC Pct	■ Over/Under Black Female Pop
■ Census White Female Subcat	■ Over/Under Black Female SOC
■ Census White Female Subcat Pct	■ Over/Under Black Female Subcat
■ Census White Male All Occ	■ Over/Under Black Male All Occ
■ Census White Male All Occ Pct	■ Over/Under Black Male Pop

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- Over/Under Black Male SOC
 - Over/Under Black Male Subcat
 - Over/Under Disabled
 - Over/Under Hispanic Female All Occ
 - Over/Under Hispanic Female Pop
 - Over/Under Hispanic Female SOC
 - Over/Under Hispanic Female Subcat
 - Over/Under Hispanic Male All Occ
 - Over/Under Hispanic Male Pop
 - Over/Under Hispanic Male SOC
 - Over/Under Hispanic Male Subcat
 - Over/Under Total Female All Occ
 - Over/Under Total Female Pop
 - Over/Under Total Female SOC
 - Over/Under Total Female Subcat
 - Over/Under Total Minority All Occ
 - Over/Under Total Minority Pop
 - Over/Under Total Minority SOC
 - Over/Under Total Minority Subcat
 - Over/Under White Female All Occ
 - Over/Under White Female Pop
 - Over/Under White Female SOC
 - Over/Under White Female Subcat
 - Over/Under White Male All Occ
 - Over/Under White Male Pop
 - Over/Under White Male SOC
 - Over/Under White Male Subcat
 - Total
 - Total Female
 - Total Female Pct
 - Total Minority
 - Total Minority Pct
 - Total Over/Under AIAN Female All Occ
 - Total Over/Under AIAN Female SOC
 - Total Over/Under AIAN Female Subcat
 - Total Over/Under AIAN Male All Occ
 - Total Over/Under AIAN Male SOC
 - Total Over/Under AIAN Male Subcat
 - Total Over/Under Asian Female All Occ
 - Total Over/Under Asian Female SOC
 - Total Over/Under Asian Female Subcat
 - Total Over/Under Asian Male All Occ
 - Total Over/Under Asian Male SOC
 - Total Over/Under Asian Male Subcat
 - Total Over/Under Black Female All Occ
 - Total Over/Under Black Female SOC
 - Total Over/Under Black Female Subcat
 - Total Over/Under Black Male All Occ
 - Total Over/Under Black Male SOC
 - Total Over/Under Black Male Subcat
 - Total Over/Under Hispanic Female All Occ
 - Total Over/Under Hispanic Female SOC
 - Total Over/Under Hispanic Female Subcat
 - Total Over/Under Hispanic Male All Occ
 - Total Over/Under Hispanic Male SOC
 - Total Over/Under Hispanic Male Subcat
 - Total Over/Under Total Female All Occ
 - Total Over/Under Total Female SOC
 - Total Over/Under Total Female Subcat
 - Total Over/Under Total Minority All Occ
 - Total Over/Under Total Minority SOC
 - Total Over/Under Total Minority Subcat
 - Total Over/Under White Female All Occ
 - Total Over/Under White Female SOC
 - Total Over/Under White Female Subcat
 - Total Over/Under White Male All Occ
 - Total Over/Under White Male SOC
 - Total Over/Under White Male Subcat
 - Total Pct
 - White+ Female
 - White+ Female Pct
 - White+ Male
 - White+ Male Pct
- Variables
- Prompt Response Cal Mth/Yr
 - Prompt Response Employee Group
 - Prompt Response Exclude Employee Subgroup
 - Prompt Response Organizational Unit
 - Prompt Response U.S. Census Year

B0171 POPULATION/WORK FORCE STANDARD REPORTS

Special Report Considerations/Features:

- Only active employees are included on this report.
- By default, the Report will provide information only for 'SPA' Employee Groups and this can be changed. Please refer Employee Group (SPA) in Optional Prompts to change the Employee Group selections.
- By default, Employee Subgroup 'Contractors' are excluded in the report and this can be changed. Please refer Exclude Employee Subgroup (Contractors) in Exclusion Prompts to remove the default value.
- **Since this is Fixed format report, please do not apply any Report Filters and Input Controls and do not add any data elements from Available Objects.**
- **You will get below #ERROR message in all Employee count rows when you add any data elements from Available Objects.**

Pop/Work Force Standard Census Compare - All Occupations as of MAR 2016																Execution Date : 1/14/17	
Transportation																	
	State SOC Category	White+ Male	White+ Fem	Black Male	Black Fem	Hisp Male	Hisp Fem	Asian+ Male	Asian+ Fem	AIAN Male	AIAN Fem	Ethn Unk	Dis-abled	Total MnrT	Total Fem	Total	
Number and Percentage	OFFICIALS AND ADMINISTRATORS	ERROR	ERROR	ERROR	ERROR	ERROR	ERROR	ERROR	ERROR	ERROR	ERROR	ERROR	ERROR	ERROR	ERROR	ERROR	
Employed in Agency		65.8	19.0	5.1	8.1			1.3				3.8		11.4	24.1	100.0	
Number and Percentage Expected		26	27	8	9	4	3	1	1	0	0		9	26	40		
Based on Census Population		32.7	34.3	9.9	11.3	4.5	3.9	1.0	1.1	0.6	0.6		11.6	32.9	51.2		
Over/Under Population Representation		26	-12	-4	-5	-4	-3	0	-1	0	0		-9	-17	-21		

Added data element from Available Objects

ERROR Message in All Employee Count rows

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Navigating the Report:

After running the report, you can navigate the report to see the demographics for any specific State SOC Subcategory, State SOC Category, or Personnel Area by following the steps below.

- Click on Navigation Map icon **(1)**.

	White+ Male	White+ Fem	Black Male	Black Fem	Hisp Male	Hisp Fem	Asian+ Male	Asian+ Fem	AIAN Male
Number and Percentage	8	6	1	1					1
Employed in Agency	47.1	35.3	5.9	5.9					5.9
Number and Percentage Expected	6	6	2	2	1	1	0	0	0
Based on Census Population	32.7	34.3	9.9	11.3	4.5	3.9	1.0	1.1	0.6

- The folders for the three reporting tabs are list - “by Subcategory-B0171”, “by SOC-B0173”, and “by Personnel Area-B0175”.

	White+ Male	White+ Fem	Black Male	Black Fem	Hisp Male	Hisp Fem	Asian+ Male	Asian+ Fem	AIAN Male
Number and Percentage	8	6	1	1					1
Employed in Agency	47.1	35.3	5.9	5.9					5.9
Number and Percentage Expected	6	6	2	2	1	1	0	0	0

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- If you want to see the demographics for “LEGAL OCCUPATIONS” State SOC Subcategory in “Labor” Personnel Area and in “PROFESSIONALS” State SOC Category:
 - ➔ Expand “by Subcategory-B0171” folder (3).
 - ➔ Expand Personnel Area “Labor” (4).
 - ➔ Expand State SOC Category “PROFESSIONALS” (5).
 - ➔ Click on “LEGAL OCCUPATIONS” (6).

LEGAL OCCUPATIONS								
	White+ Male	White+ Fem	Black Male	Black Fem	Hisp Male	Hisp Fem	Asian+ Male	Asian+ Fem
Number and Percentage		2						
Employed in Agency		100.0						
Number and Percentage Expected	1	1	0	0	0	0	0	0
Based on Census Population	32.7	34.3	9.9	11.3	4.5	3.9	1.0	1.1
Over/Under Population Representation	-1	1	0	0	0	0	0	0
EDUCATION, TRAINING AND LIBRARY OCCUP								
	White+ Male	White+ Fem	Black Male	Black Fem	Hisp Male	Hisp Fem	Asian+ Male	Asian+ Fem
Number and Percentage	1							
Employed in Agency	100.0							

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- If you want to see the demographics for “PROFESSIONALS” State SOC Category in “Labor” Personnel Area:
 - ➔ Expand “by SOC-B0173” folder (7).
 - ➔ Expand Personnel Area “Labor” (8).
 - ➔ Click on “PROFESSIONALS” (9).

	White+ Male	White+ Fem	Black Male	Black Fem	Hisp Male	Hisp Fem	Asian+ Male
Number and Percentage	79	38	17	11	3	3	1
Employed in Agency	51.3	24.7	11.0	7.1	1.9	1.9	0.6
Number and Percentage Expected	50	53	15	17	7	6	2
Based on Census Population	32.7	34.3	9.9	11.3	4.5	3.9	1.0
Over/Under Population Representation	29	-15	2	-6	-4	-3	-1

	White+ Male	White+ Fem	Black Male	Black Fem	Hisp Male	Hisp Fem	Asian+ Male
Number and Percentage	3	2		2		1	
Employed in Agency	37.5	25.0		25.0		12.5	

- If you want to see the demographics for “Labor” Personnel Area:
 - ➔ Expand “by Personnel Area-B0175” folder (10).
 - ➔ Click on “Labor” (11).

	White+ Male	White+ Fem	Black Male	Black Fem	Hisp Male	Hisp Fem	Asian+ Male
Number and Percentage	152	91	27	39	5	14	2
Employed in Agency	45.5	27.2	8.1	11.7	1.5	4.2	0.6
Number and Percentage Expected	109	115	33	38	15	13	3
Based on Census Population	32.7	34.3	9.9	11.3	4.5	3.9	1.0
Over/Under Population Representation	43	-24	-6	1	-10	1	-1

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Custom Analysis

- If custom analysis is required, you can create a new reporting tab and build a custom view without changing the default report tabs 'by Subcategory-B0171', 'by SOC-B0173' and by Personnel Area-B0175.
 - ✓ Creating new reporting tab:
 - Make sure that you are in Design Mode.
 - Right-mouse click on reporting tab 'by Subcategory-B0171' (1).
 - Click Add Report (2).

B0171: Pop/Work Force Standard Census Compare by Subcategory as of MAR 2016

Administration

OFFICIALS AND ADMINISTRATORS

	White+ Male	White+ Fem	Black Male	Black Fem	Hisp Male	Hisp Fem	Asian+ Male	Asian+ Fem	AIAN Male	AIAN Fem
Number and Percentage	8	6	1	1					1	
Employed in Agency	47.1	35.3	5.9	5.9					5.9	
Number and Percentage Expected	6	6	2	2	1	1	0	0	0	0
Based on Census Population	32.7	34.3	9.9	11.3	4.5	3.9	1.0	1.1	0.6	0.6
Over/Under Population Representation	2	0	-1	-1	-1	-1	0	0	1	0

Right mouse click on reporting tab 'by Subcategory-B0171'

MANAGEMENT RELATED

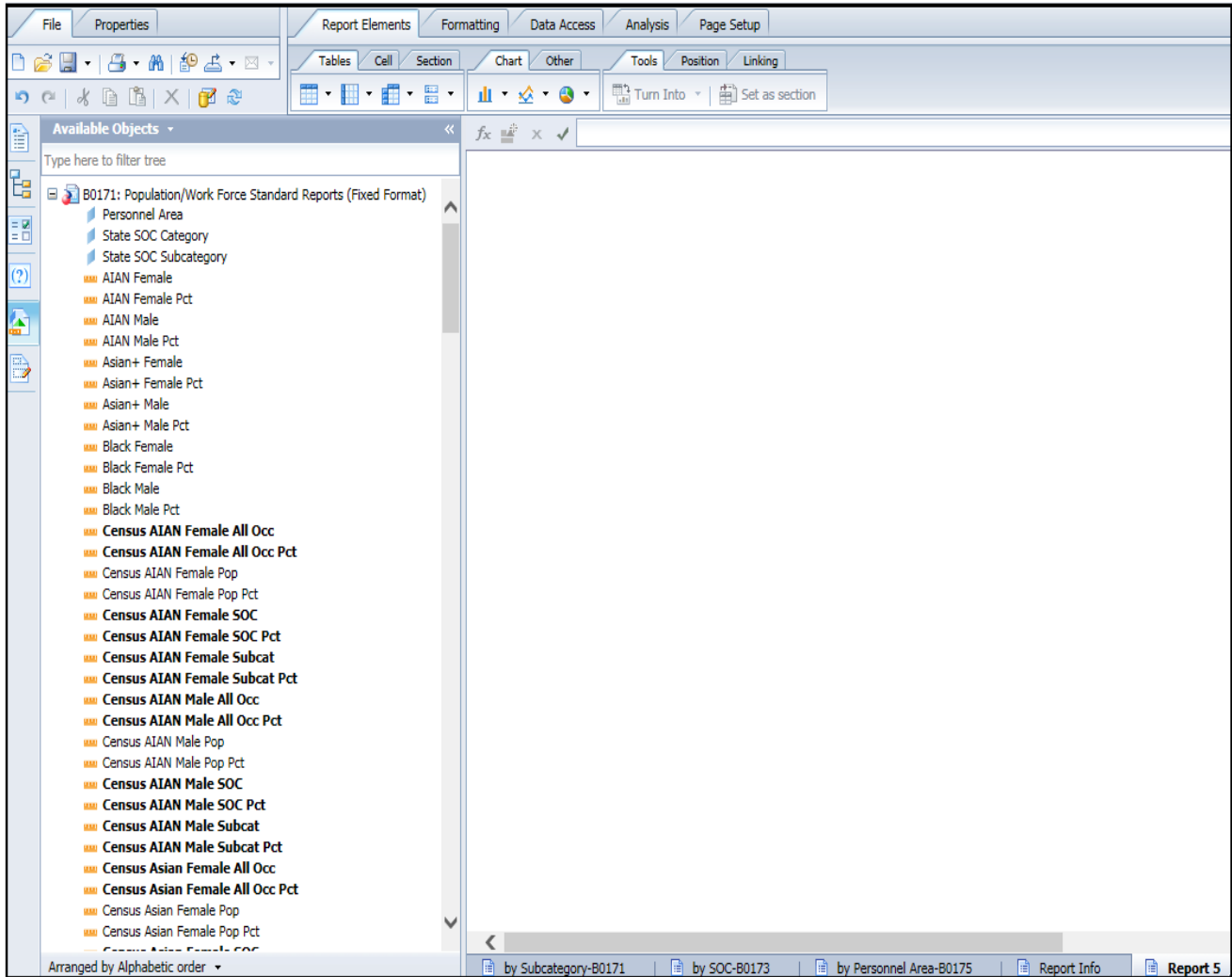
BUSINESS SPECIALISTS, INCL PURCHASING

	Black Fem	Hisp Male	Hisp Fem	Asian+ Male	Asian+ Fem	AIAN Male	AIAN Fem
Number and Percentage	5		2	1			
Employed in	0.0		0.0	0.0			

by Subcategory-B0171 by SOC-B0173 by Personnel Area-B0175 Report Info

B0171 POPULATION/WORK FORCE STANDARD REPORTS

- You can drag and drop the available objects in new reporting tab and can build a custom view (3).

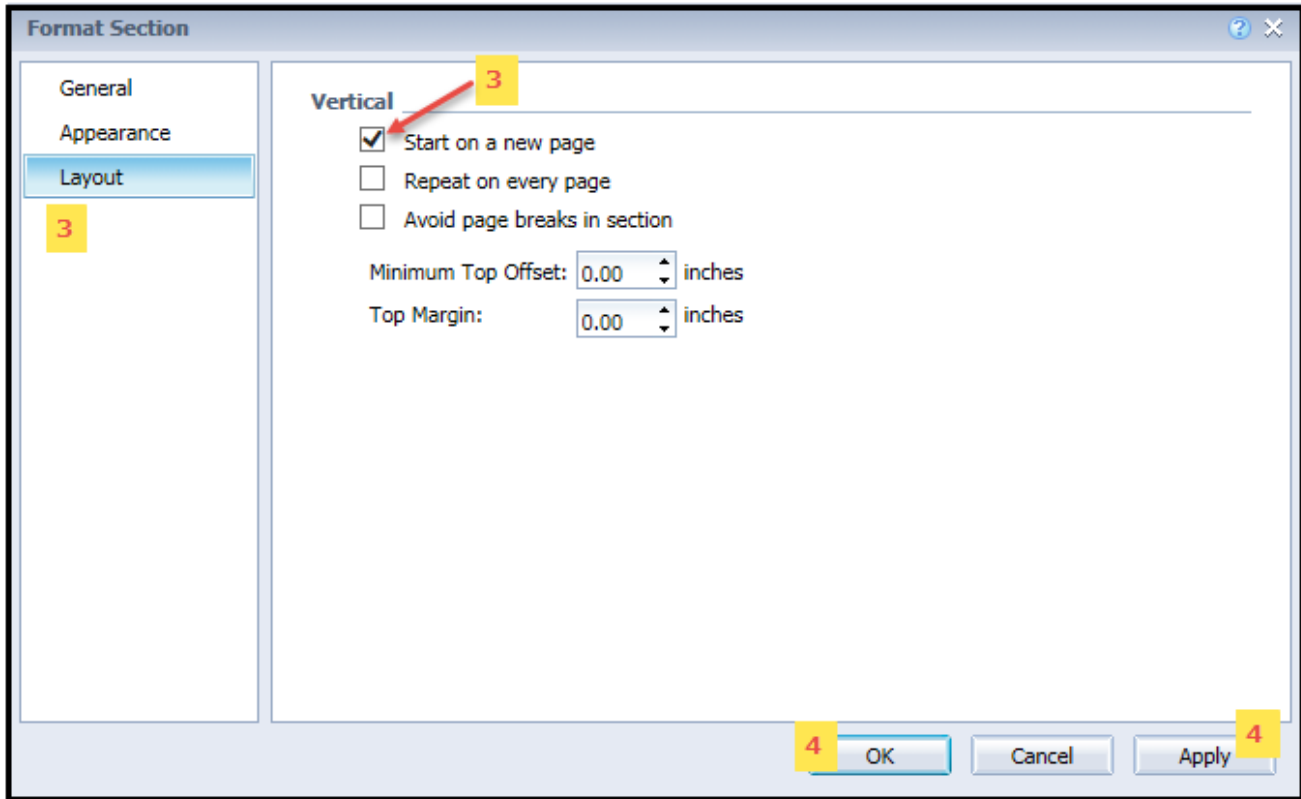


B0171 POPULATION/WORK FORCE STANDARD REPORTS

- ✓ **Applying Page Breaks:** When exporting to PDF, you can display State SOC Subcategory (in B0171), State SOC Category (in B0173) and Personnel Area (in B0175) on separate pages.
 - Make sure that you are in Design Mode.
 - Right-mouse click on State SOC Subcategory section area (in B0171), State SOC Category section area (in B0173) and Personnel Area section area (in B0175) (1).
 - Click Format Section (2).
 - Click Layout and enable check box “Start on a new page” (3).
 - Click Apply and OK (4).

B0171: Pop/Work Force Standard Census Compare by Subcategory as of MAY 2016

	Black Male	Black Fem	Hisp Male	Hisp Fem	Asian+ Male	Asian+ Fem	AIAN Male	AIAN Fem
Number and Percentage		1			1			
Employed in Agency		12.5			12.5			
Number and Percentage Expected	1	1	0	0	0	0	0	0
Based on Census Population	9.9	11.3	4.5	3.9	1.0	1.1	0.6	0.6



Change Log:

<i>Effective Date</i>	Change Description
12/29/2016	Initial report creation to convert from BI to BOBJ