B0176 Statewide EEO Reports (Fixed Format)

Report Description:

This report compares state government's overall work force to the NC population and the NC occupation specific labor force by State SOC Category and is associated with two reporting views.

The first reporting tab {B0176) compares state government's overall work force to the NC occupation specific labor force by State SOC Category. (The NC population labor force is defined through the most recent US census data.) This report includes demographic information such as race and gender.

This second reporting tab (B0177} compares state government's overall work force to the NC population by State SOC Category. (The NC population is defined through the most recent US census data.) This report includes demographic information such as race and gender.
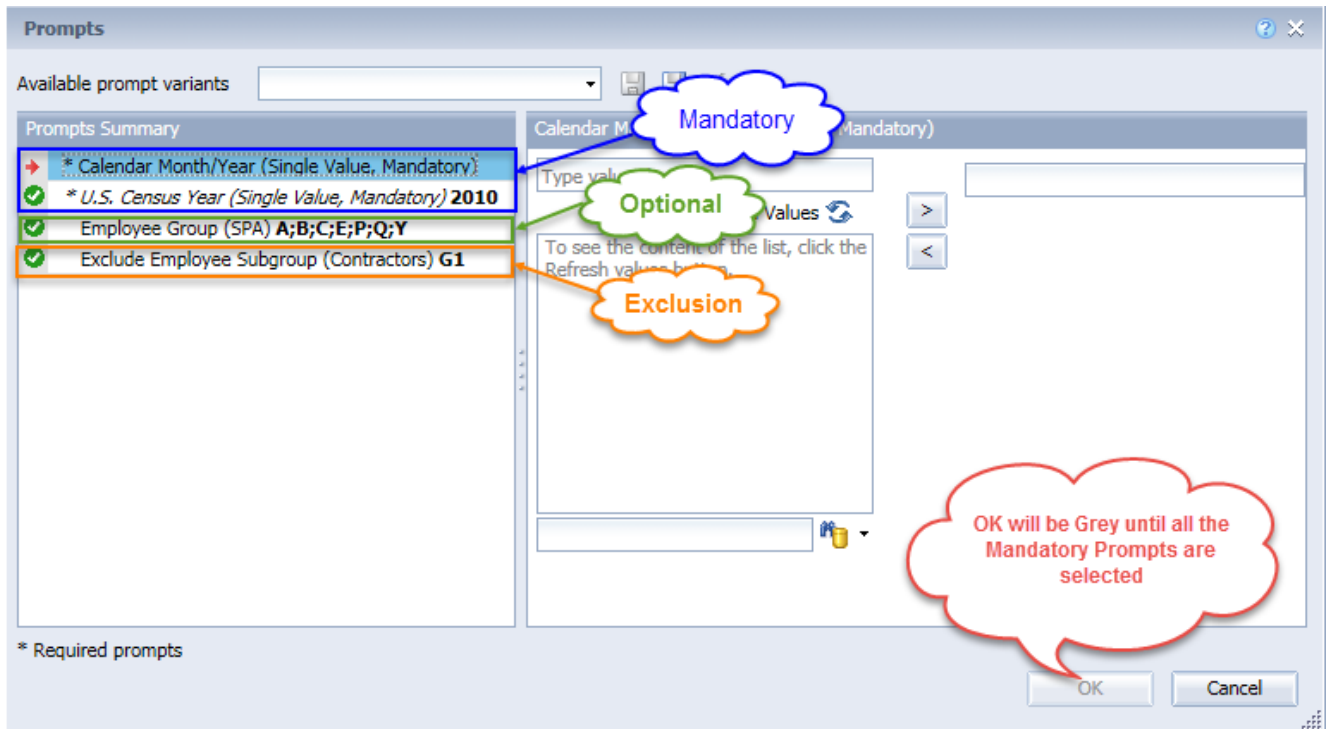
Report Location:

PA: EEO

Report uses:

- This report is useful in analyzing the composition of state government's work force and determining underutilization statewide. This report is useful in determining the distribution of employees in state government's work force statewide.

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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 (✓).

➜ *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 (2) and skip steps 3-5; go straight to step 6.
- **OR:**
- Click "Refresh Values" (3).
- In the search box, narrow down the date selection by using the wildcard *YYYY format and press the enter key (4).
- Select the desired date (5).
- Click the right arrow button (6).
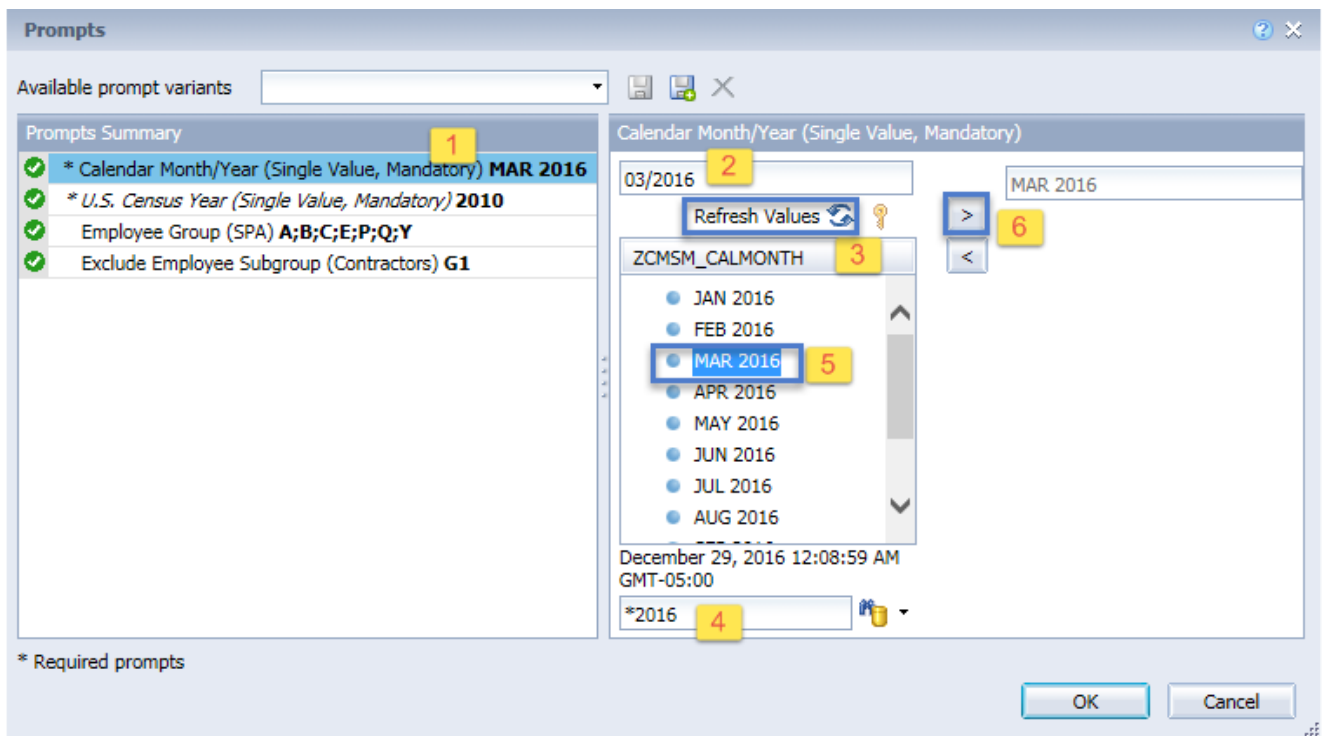
✓ **U.S. Census Year (Single Value, Mandatory):** By default, U.S. Census Year "2010" is selected for this prompt and can be changed. To change the U.S. Census Year for this prompt:
- Make sure the "U.S. Census Year (Single Value, Mandatory)" prompt is selected (1).
- Enter a search text with an asterisk (*) 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).
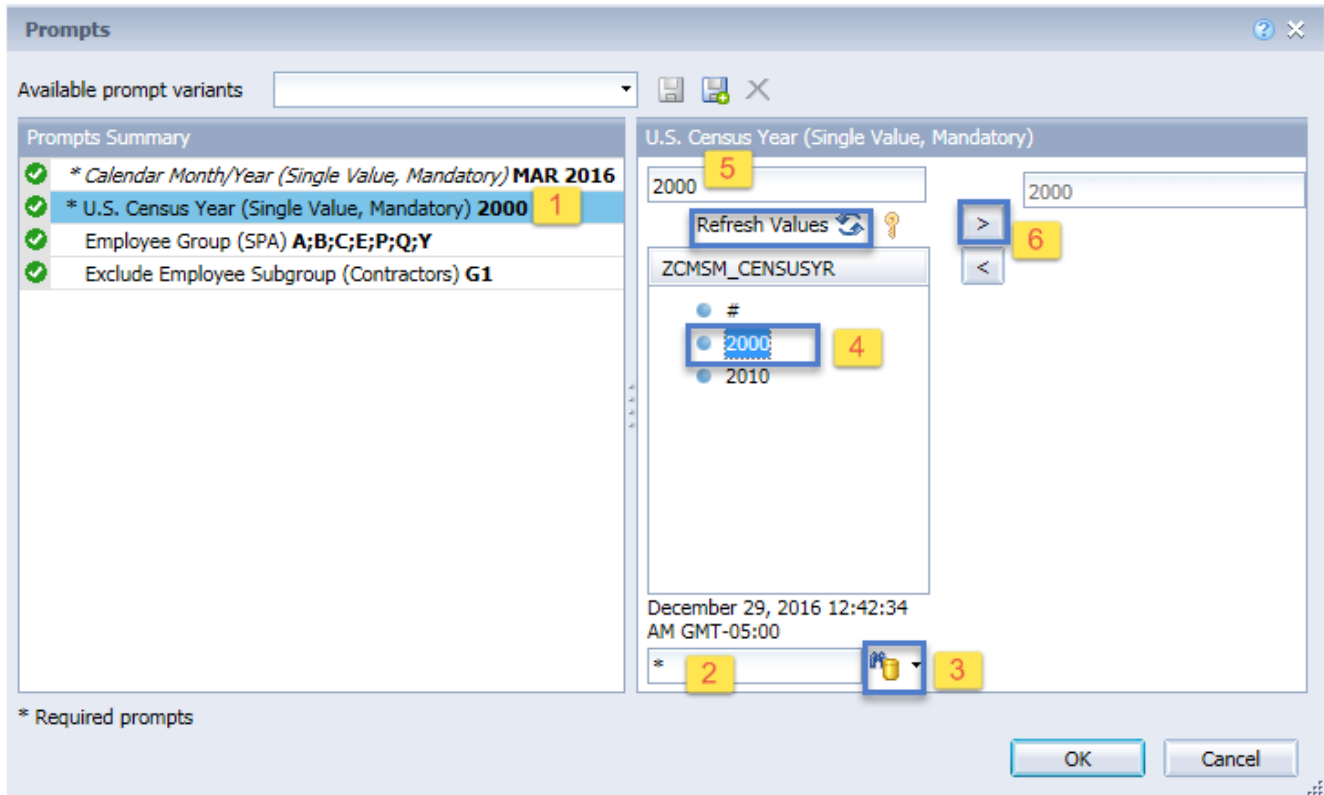
Optional Prompts:

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 in 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.
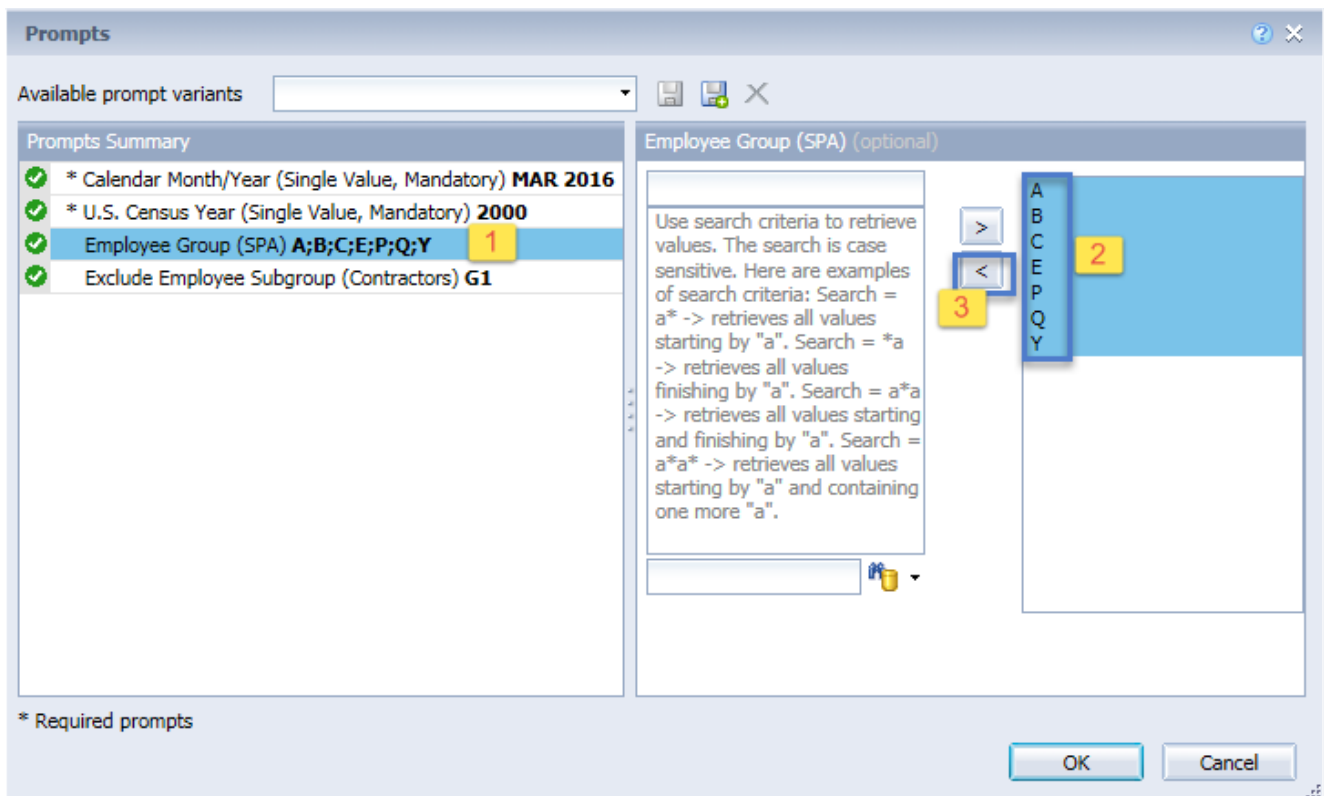
✓ **Employee Group (SPA):** Continued…
   To run the Report for any specific Employee Group or Employee Groups:

- 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 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).
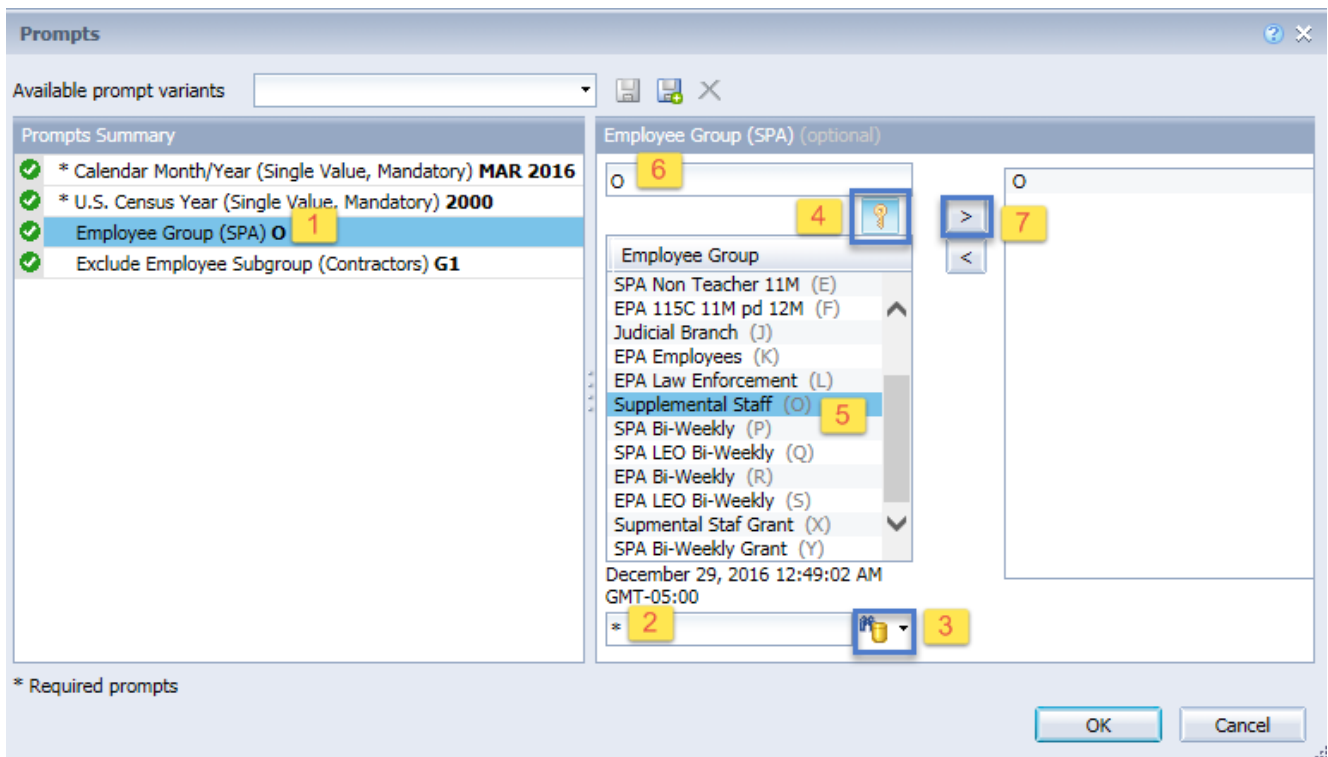
Exclusion Prompts:

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 Employee Subgroup to remove from the selection box on the right (2).
- Click the left arrow icon to remove the desired Employee Subgroup (3).
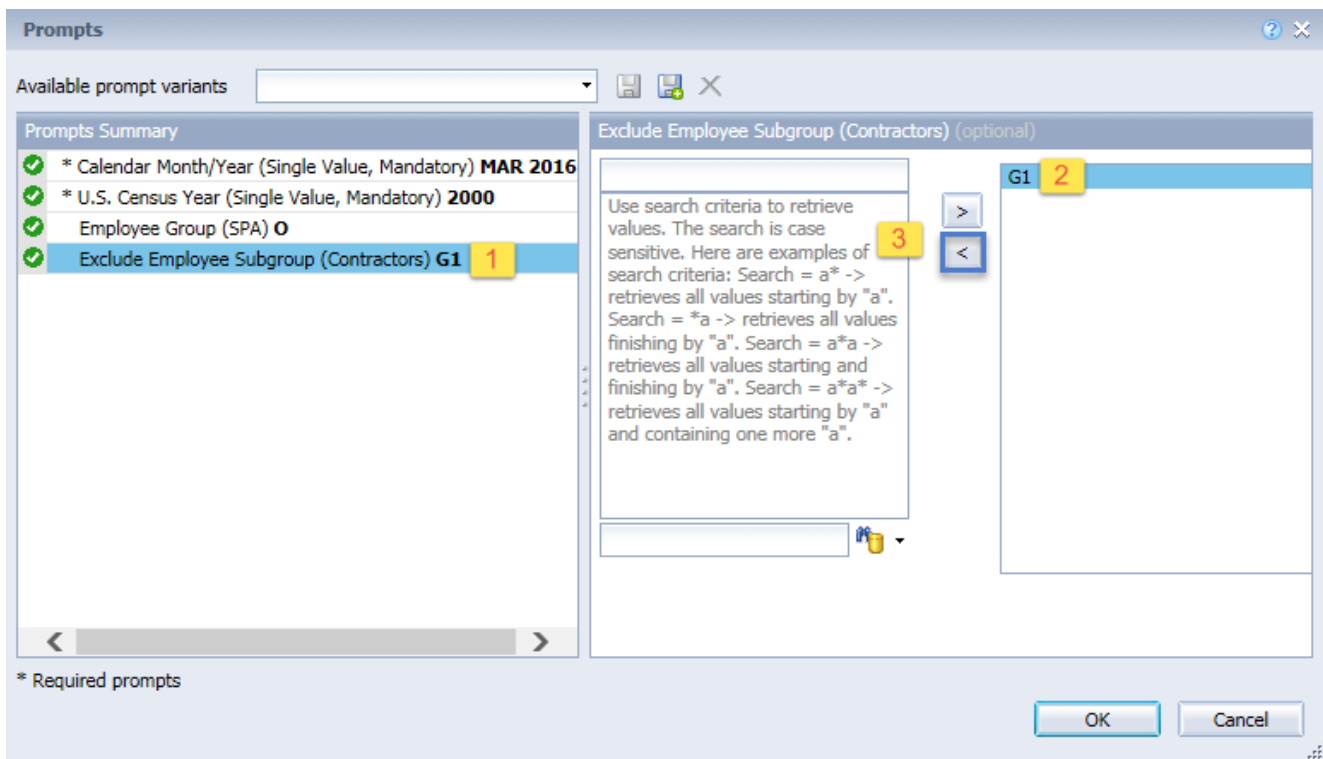
Initial Layout:

This report has two report tabs as well as a Report Info report tab. The first two report tabs provide a different analysis of the U.S. Census data by State SOC Category

| Labor Force Compromise - B0176 | Work Force Standard - B0177 | Report Info |
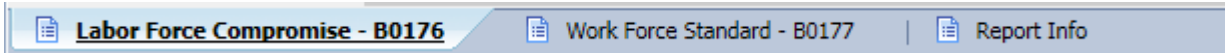
- **Labor Force Compromise - B0176:**

  This Reporting tab {B0176) compares state government's overall work force to the NC occupation specific labor force by State SOC Category. (The NC population labor force is defined through the most recent US census data.) This report includes demographic information such as race and gender.

B0176: Pop/Labor Force Compromise Census Compare Statewide as of MAR 2016

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	White+ Male	White+ Fem	Black Male	Black Fem	Hisp Male	Hisp Fem	Asian+ Male	Asian+ Fem	AIAN Male
Number and Percentage	2								
Employed in Agency	100.0								
Number and Percentage Expected	0	0	0	0	0	0	0	0	0
Based on Labor Force	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Over/Under Occupational Representation	2	0	0	0	0	0	0	0	0
Number and Percentage Expected	1	1	0	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	0.6
Over/Under Population Representation	1	-1	0	0	0	0	0	0	0
Total Over/Under Representation	2	0	0	0	0	0	0	0	0

Labor Force Compromise – B0176 Continued....

	Execution Date : 1/4/17				
AIAN Fem	Ethn Unk	Dis- abled	Total Mnrt	Total Fem	Total
					2
					100.0
0		0	0	0	
0.0		11.6	0.0	0.0	
0		0	0	0	
0		0	1	1	
0.6		11.6	32.9	51.2	
0		0	-1	-1	
0		0	0	-1	

- **Work Force Standard - B0177:**

  This Reporting tab (B0177} compares state government's overall work force to the NC population by State SOC Category. (The NC population is defined through the most recent US census data.) This report includes demographic information such as race and gender.

Pop/Work Force Standard Census Compare Statewide as of MAR 2016

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	White+ Male	White+ Fem	Black Male	Black Fem	Hisp Male	Hisp Fem	Asian+ Male	Asian+ Fem	AIAN Male
Number and Percentage	2								
Employed in Agency	100.0								
Number and Percentage Expected	1	1	0	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	0.6
Over/Under Population Representation	1	-1	0	0	0	0	0	0	0

OFFICIALS AND ADMINISTRATORS

	White+ Male	White+ Fem	Black Male	Black Fem	Hisp Male	Hisp Fem	Asian+ Male	Asian+ Fem	AIAN Male
Number and Percentage	609	433	74	116	8	1	14	12	6
Employed in Agency	47.1	33.5	5.7	9.0	0.6	0.1	1.1	0.9	0.5
Number and Percentage Expected	423	443	128	146	58	50	13	14	8
Based on Census									

Work Force Standard - B0177 Continued….

Execution Date : 1/4/17

AIAN Fem	Ethn Unk	Dis- abled	Total Mnrt	Total Fem	Total
					2
					100.0
0		0	1	1	
0.6		11.6	32.9	51.2	
0		0	-1	-1	

AIAN Fem	Ethn Unk	Dis- abled	Total Mnrt	Total Fem	Total
3	17	15	234	565	1,293
0.2	1.3	1.2	18.1	43.7	100.0
8		150	425	662	

- **Report Info**

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

Report Info

Prompt Input

CalMonth/Year	MAR 2016
U.S. Census Year	2010
Employee Group(s)	A;B;C;E;P;Q;Y
Exclude Employee Subgroup	G1

Available Objects:

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

📁 *Please do not add listed Objects below to Default Layout of the report.*

📁 *See Special Report Considerations/Features below.*

```
☐ 📄 B0176: Statewide EEO Reports (Fixed Format)
      State SOC Category
      AIAN Female                              Census Asian Male SOC Pct
      AIAN Female Pct                          Census Black Female Pop
      AIAN Male                                Census Black Female Pop Pct
      AIAN Male Pct                            Census Black Female SOC
      Asian+ Female                            Census Black Female SOC Pct
      Asian+ Female Pct                        Census Black Male Pop
      Asian+ Male                              Census Black Male Pop Pct
      Asian+ Male Pct                          Census Black Male SOC
      Black Female                             Census Black Male SOC Pct
      Black Female Pct                         Census Disabled
      Black Male                               Census Disabled Pct
      Black Male Pct                           Census Hispanic Female Pop
      Census AIAN Female Pop                   Census Hispanic Female Pop Pct
      Census AIAN Female Pop Pct               Census Hispanic Female SOC
      Census AIAN Female SOC                   Census Hispanic Female SOC Pct
      Census AIAN Female SOC Pct               Census Hispanic Male Pop
      Census AIAN Male Pop                     Census Hispanic Male Pop Pct
      Census AIAN Male Pop Pct                 Census Hispanic Male SOC
      Census AIAN Male SOC                     Census Hispanic Male SOC Pct
      Census AIAN Male SOC Pct                 Census Total Female Pop
      Census Asian Female Pop                  Census Total Female Pop Pct
      Census Asian Female Pop Pct              Census Total Female SOC
      Census Asian Female SOC                  Census Total Female SOC Pct
      Census Asian Female SOC Pct              Census Total Minority Pop
      Census Asian Male Pop                    Census Total Minority Pop Pct
      Census Asian Male Pop Pct                Census Total Minority SOC
      Census Asian Male SOC                    Census Total Minority SOC Pct
                                               Census White Female Pop
```

- Census White Female Pop Pct
- Census White Female SOC
- Census White Female SOC Pct
- Census White Male Pop
- Census White Male Pop Pct
- Census White Male SOC
- Census White Male SOC Pct
- Disabled
- Disabled Pct
- Ethnicity Unknown
- Ethnicity Unknown Pct
- Hispanic Female
- Hispanic Female Pct
- Hispanic Male
- Hispanic Male Pct
- Over/Under AIAN Female Pop
- Over/Under AIAN Female SOC
- Over/Under AIAN Male Pop
- Over/Under AIAN Male SOC
- Over/Under Asian Female Pop
- Over/Under Asian Female SOC
- Over/Under Asian Male Pop
- Over/Under Asian Male SOC
- Over/Under Black Female Pop
- Over/Under Black Female SOC
- Over/Under Black Male Pop
- Over/Under Black Male SOC
- Over/Under Disabled
- Over/Under Hispanic Female Pop
- Over/Under Hispanic Female SOC
- Over/Under Hispanic Male Pop
- Over/Under Hispanic Male SOC
- Over/Under Total Female Pop
- Over/Under Total Female SOC
- Over/Under Total Minority Pop
- Over/Under Total Minority SOC
- Over/Under White Female Pop
- Over/Under White Female SOC
- Over/Under White Male Pop
- Over/Under White Male SOC
- Total
- Total Female
- Total Female Pct
- Total Minority
- Total Minority Pct
- Total Over/Under AIAN Female SOC
- Total Over/Under AIAN Male SOC
- Total Over/Under Asian Female SOC
- Total Over/Under Asian Male SOC
- Total Over/Under Black Female SOC
- Total Over/Under Black Male SOC
- Total Over/Under Hispanic Female SOC
- Total Over/Under Hispanic Male SOC
- Total Over/Under Total Female SOC
- Total Over/Under Total Minority SOC
- Total Over/Under White Female SOC
- Total Over/Under White Male SOC
- 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 U.S. Census Year

Special Report Considerations/Features:

- Only active employees are included on this report.

- By default, the Report will provide information only for U.S. Census Year '2010' and this can be changed. Please refer U.S. Census Year (Single Value, Mandatory) in Prompts to remove the default value.

- 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.

Custom Analysis

- If custom analysis is required, you can create a new reporting tab and build a custom view without changing the default report tab 'Labor Force Compromise - B0176'.

  - ✓ Creating new reporting tab:
    - Make sure that you are in Design Mode.
    - Right-mouse click on reporting tab 'Labor Force Compromise - B0176' (1).
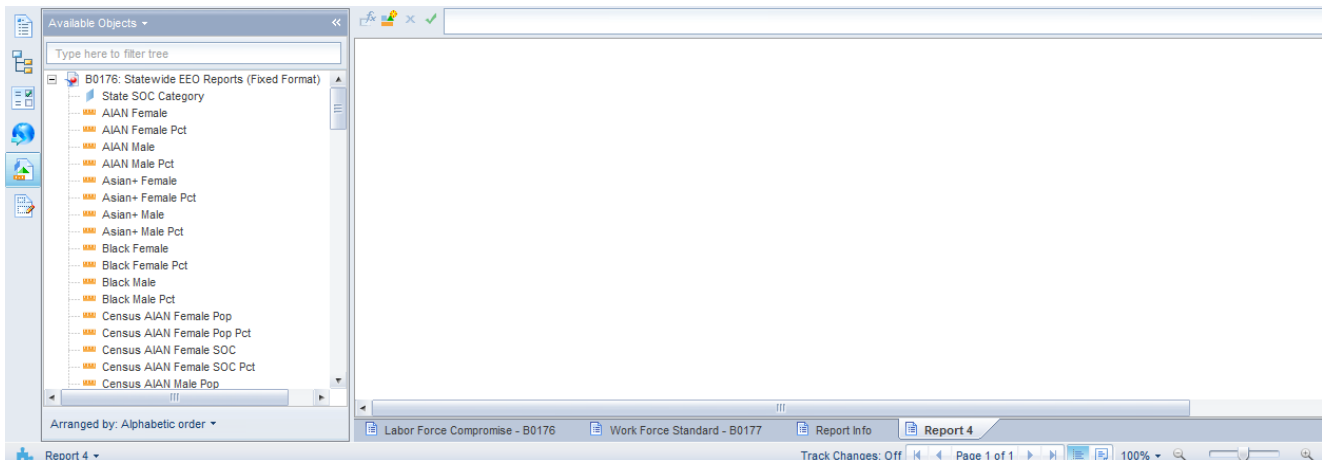   - Click Add Report (2).

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

✓ Applying Page Breaks; When exporting to PDF, you can display State SOC Category (in B0176 and B0177) on separate pages.
   • Make sure that you are in Design Mode.
   • Right-mouse click on State SOC Category section area (in B0176) and State SOC Category section area (in B0177) (1).
   • Click Format Section (2).
   • Click Layout and enable check box "Start on a new page" (3).
   • Click Apply and OK (4).

Change Log:

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