

### **BREAKOUT 3: NAVY RETENTION MONITORING SYSTEM (NRMS) 1 hour**

#### **(SLIDE 2)**

#### **NAVY RETENTION MONITORING SYSTEM (NRMS) OVERVIEW**

1. CUBES
  - a. A drag and drop crosstab environment to quickly view Navy detailed retention data
  - b. Reporting Options
  - c. Dimensions
  - d. Measures
  - e. Building A Report and Filtering
  - f. Saving/Exporting Options
  - g. ADHOC
  - h. A more advanced Business Objects environment that allows for ore complex queries down to an individual Sailor level. Example: Master Transaction Report, Sending Reports within NRMS
  - i. Frequently Asked Questions

#### **(SLIDE 3) ACCESSING THE CUBES**

1. Select "Cubes" under the NRMS public folder. Then click on "Enlisted" to open up the enlisted cube reports.

#### **(SLIDE 4) ENLISTED CUBE MENU**

1. The reports listed here are some of the most common query requests. Chose the title that most closely matches what you are looking for, but realize that you can customize the dimensions once you open the report.
2. Talk about the next slide which explains each of the default dimensions that appear when you select the 12 month reenlistment rate report.

#### **(SLIDE 5) CROSSTAB FAMILIARIZATION**

1. The gray area above the crosstab (outlined in black) contains "slices" from the cube menu which filter all the data in the report.
2. The area outlined in red is called the crosstab. This is where the dimensions and data of your report are located.

**(SLIDE 6) ROWS/COLUMNS VS SLICES**

1. Crossbar Row: A dimension in the left side of the crosstab that organizes that data horizontally (e.g. UIC Hierarchy; Measures; Paygrades).
  2. Crossbar Column: A dimension in the right side of the crosstab that organizes that data vertically (e.g. Time; Race/Ethnic).
  3. Slice: A dimension in the gray bar above the crosstab that filters all data in the report.
- NOTE: Any dimension in the cubes can function as a row, column, or slice. The specific purpose of each query will determine how you select and organize your dimensions.**

**(SLIDE 7) CROSSTAB FAMILIARIZATION**

1. The number of months slide determines how the data are framed (e.g 12 month cumulative)
2. Measures are the metrics you are looking for (e.g reenlistment rate)
3. This dimension breaks out the data by zone of service
4. This slice filters your population by branch class (USN, USNR FTS, etc.)
5. The UIC hierarchy allows you to select the desired organizational level (e.g. All Navy)
6. The time dimension allows you to customize your desired date range (\*e.g FY07-FY11)

**(SLIDE 8) SELECTING MEASURES**

1. The default measure for this report was reenlistment rate. By opening the measures menu, you can customize your query to display different measures. Here, we have selected four in this example. AVG Inventory, Reen +LTE, Annual Attrition Rates, and Retention Rates. Click "OK" to run this query.

**(SLIDE 9) SELECTING MEASURES (CONT)**

2. The report now displays the four measures selected and our other dimensions remained unchanged, but each of them can also be customized for your query.

**(SLIDE 10) NUMBER OF MONTHS MENU**

1. The "Number of Months" menu allows you to select how the data will be sliced. For example, 12 months cumulative will yield different numbers than FYTD, as these are two different ways of "framing" the time period you select. It is important to understand how you want to slice your report.

Examples:

12 month Cumulative: Pulls cumulative data from a 12 month window.

FYTD: Pulls cumulative data since the beginning of the selected fiscal year(s).

Selected month: Pulls data just from the month(s) selected.

**NOTE:** All time dimensions work with all measures.

**(SLIDE 11) TIME FRAME OF QUERIES**

1. The time menu allows you to select the actual date range for your query. Lets see what happens if we select May 2015 for a 12 month cumulative reenlistment rate report.

**(SLIDE 12) 12 MONTH CUMULATIVE EXAMPLE**

1. The date reflects the All-Navy reenlistment rate from 1 June 2014- 31 May 2015. The report pulled the reenlistment rate for the 12 month window ending at the selected May 2015 timeframe.

**Mention in the next slide, we'll keep May 15 selected in the time menu, but look at how the numbers change if we switch to an FYTD slice under the number of months menu.**

**(SLIDE 13) FYTD EXAMPLE**

1. The data here reflect the All-Navy reenlistment rate from 1 Oct 2014 - 31 May 2015. The report pulled FYTD data for the selected timeframe. Notice how the numbers changed slightly from the 12 month cumulative query.

Mention in the next slide that we'll keep May 15 selected in the Time menu, but we'll see how the numbers change again if we slice the data as a "Selected Month" query under the Number of Months menu.

**(SLIDE 14) SELECTED MONTH EXAMPLE**

1. The data here reflects the All Navy reenlistment rates just for the period of 1 -31 May 2015. Notice how the numbers changed again from the previous two queries.

**Note: The Time and Number of Months dimensions work together to determine the time-frame of your report. When you build queries, think about how to best frame the data you desire.**

**(SLIDE 15) BRANCH SELECTION MENU**

1. The branch menu is another important slice that impacts how the data is filtered. Normally your should select "USN" and "USNR FTS" under this menu.

**(SLIDE 16) UIC HIERARCHY**

1. This allows you to customize your report to show data on specific organizations within the Navy (e.g. a specific UIC) including subordinate commands.

**NOTE: When searching for a UIC you must enter an asterisk (\*) after the 5-digit code.**

**(SLIDE 17) UIC HIERARCHY (CONT)**

1. The UIC Hierarchy shows the rollup of the UIC and any data from subordinate commands. To see just the command, you can expand the section and look for the command UIC within.

**(SLIDE 18) CUBE MENU**

1. The cube menu allows you to "drag and drop" new dimensions into your report.

**(SLIDE 19) CUBE MENU (CONT)**

1. The Cubes offer a wide range of dimensions that allow you to customize your report.

**(SLIDE 20-22) ADDING/DELETING CROSSTAB ROWS**

1. These slides will walk the Sailors through adding and deleting the cross tab rows.

**(SLIDE 23-24) ADDING SLICES**

1. What if we want to filter the data so that only female reenlistment rates are displayed? Select "Female" under the "Gender" tree in the cube menu, then drag it over to the light gray area above the crossbar. By adding this "Slice" to our query, the report shows only the female reenlistment rates.

**(SLIDE 25) ADDING CROSSBAR COLUMNS**

1. If you want to analyze reenlist rates for female ethnic minorities in surface warfare ratings you can select the desired dimensions in the cube menu to the left, and then drag them over as a new crossbar columns.

**(SLIDE 26-28) SAVE REPORTS IN MY FAVORITES FOR FUTURE USE**

1. Once you have add your command UIC, click on the small black arrow next to the disk and select Save As.  
2. Enter the required information and click OK  
3. On the main navigation page when you logon, select "My Favorites" and select the document that you previously saved.

NOTE: At anytime you can select the "HOME" button in the upper left corner to return to the main navigation page.

**(SLIDE 29) SAVING REPORTS TO COMPUTER**

1. Show Slide to walk through Students

**(SLIDE 30-32) SENDING REPORT TO OTHER USERS**

1. You will need the NRMS account number of the person who will be receiving the report.

**(SLIDE 33-34) RECEIVING REPORT FROM OTHER USERS**

1. Show slides to walk through Students

**(SLIDE 35) PROVIDE ADHOC WALK THROUGH**

**(SLIDE 36) FREQUENTLY ASKED QUESTIONS**

- 1. How do I change/Add UICs to my cube?**
  - Click "member selector" to open the search function
- 2. What's the difference between UIC and [UIC data]?**
  - UIC can represent one UIC or a hierarchy (children)
  - [UIC data] represents the individual UIC
- 3. What if my UIC tree is incorrect?**
  - NRMS Enlisted Cube reports can be customized for any UIC.
- 4. How do I get my demographic reenlistment data?**
  - NRMS > Cubes > Enlisted > Diversity > Command CME0 Report

**(SLIDE 37)**

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BUPERS-34

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