



regoUniversity

SAN DIEGO • 2023

Automating and Streamlining Your TBM Process

Your Guides:

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Part I: Introduction

Agenda

- Data Ingestion
 - Datalink Classic
 - Datalink
 - SFTP
 - Data Drop
 - API
 - Apptio Connector
- Data Validation
 - Import Errors
 - Data Expiration
 - Validation Reports

Introductions

- Take 5 Minutes
- Turn to a Person Near You
- Introduce Yourself
- Business Cards

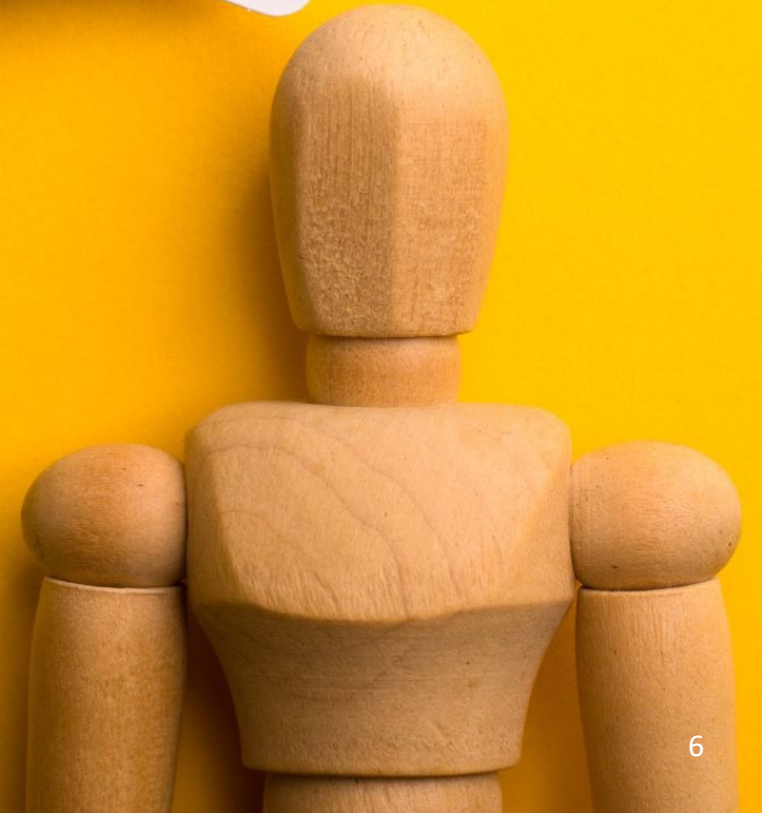
Objectives

- Limit the human component
- Reduce headaches around data quality
- Automate regular processes
- Increase collaboration with partners
- Improve efficiency and time to Production



Quick Poll

- Is there anyone here that has fully automated their data ingestion?
- What's preventing us from automation?

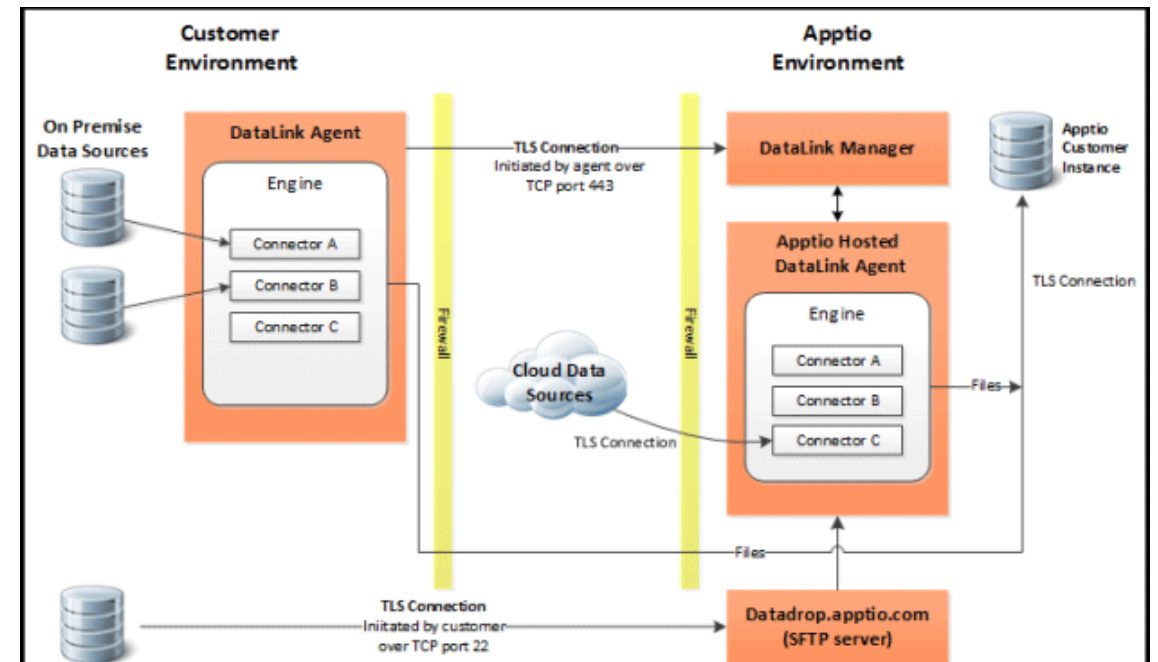
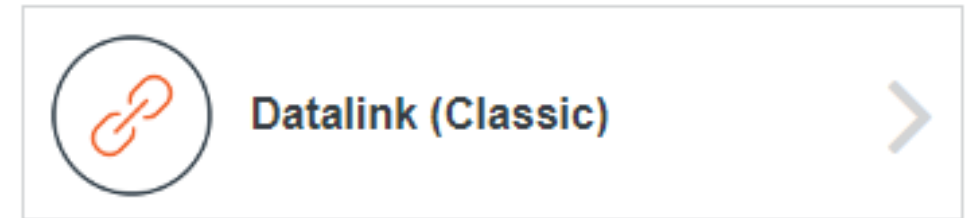


Data Ingestion

Let Rego be your guide.

Datalink Classic

- [Documentation](#)
- Most commonly used method to automate data
- Original datalink used for extracting and loading data to and from Apptio
- Support and Enhancements moving from Datalink Classic to Datalink



Datalink Classic

General



File System



FTP Server



SFTP Server



Windows Share



Database
























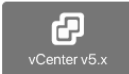

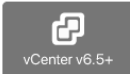
SOAP Service



REST Service

Datalink Classic

Connectors + New Connector

| | | | |
|--|---|---|--|
|  Apptio |  AWS (legacy) |  AWS S3 |  Azure (legacy) |
|  Azure Advisor |  BMC Discovery |  CA PPM |  CenturyLink |
|  Cloudability |  Coupa |  Digital Fuel |  Excel |
|  Jira |  Multicloud |  O365 Graph |  Google Cloud Platform |
|  SoftLayer |  VersionOne |  ServiceNow |  Salesforce |
|  VMware vRA | |  VMware |  ServiceNow REST |
| | | |  VMware vCenter |

Group and Schedule Connectors

- Purpose
 - Reduce amount of check-ins
 - Reduce manual effort with scheduling
 - Understand connector relationships and speed to update

The screenshot shows the 'Connector Group configuration' dialog box. It includes a 'Name' field with the value 'Monthly Data Refresh', a 'Group Check-in Options' section with three radio button options (the first is selected), 'Apptio Instance' set to 'Cost Transparency', 'Domain' set to 'regoconsultingpartner.com', 'Project' set to 'CT Demo', and 'Branch' set to '-- choose branch --'. The 'Schedule' section has 'Enable Schedule' checked and 'Frequency' set to 'Multidate'. 'Cancel' and 'Save' buttons are in the top right corner.

Connector Group configuration

Cancel Save

Name
Monthly Data Refresh

Group Check-in Options

Automatically check-in all tables after upload
 Do not check-in any table after upload (requires manual check-in)
 Automatically check-in all tables if all connectors in the group execute successfully

Apptio Instance
Cost Transparency

Domain
regoconsultingpartner.com

Project
CT Demo

Branch
-- choose branch --

Schedule

Enable Schedule

Frequency
Multidate

Group and Schedule Connectors

Schedule

Enable Schedule

Frequency

Multidate

The next run date will be in the timezone you select, but after saving the connector, the "Next Run" column in the connector list will show the date and time of the next scheduled run in your timezone. If you do not select a timezone, the default is UTC.

| January 2024 | | | | | | |
|--------------|----|----|----|----|----|----|
| « | | | | | | » |
| Su | Mo | Tu | We | Th | Fr | Sa |
| 31 | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |

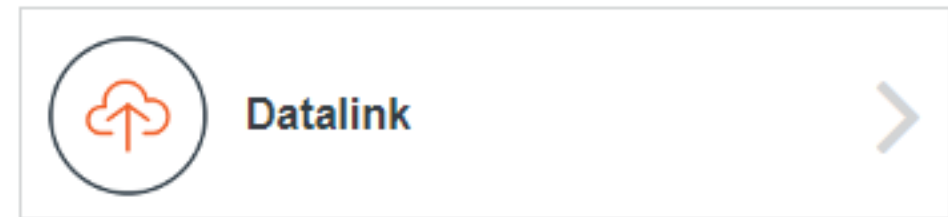
| Date | Time | |
|---------------------|------------|-------|
| Thursday, 9/7/2023 | 06 : 00 am | - + |
| Friday, 10/6/2023 | 06 : 00 am | - + |
| Tuesday, 11/7/2023 | 06 : 00 am | - + |
| Thursday, 12/7/2023 | 06 : 00 am | - + |

Timezone

Start typing the name of a timezone or a location in the timezone you would like to use, then select from the list

Datalink

- [Documentation](#)
- Released in 2020
- Primary Apptio tool for extracting and loading data
- Frequent releases and enhancements



































< New Connection

Create a New Connection Name Data Type Agent Apptio Source Schedule

Choose the source system you want to connect to

IT Management

| | | | | | | | |
|---|--|---|---|---|---|---|---|
|  Apptio |  Apptio - ServiceNow Generic Egress |  Apptio's App & Service TCO Egress |  Cloudability |  Database |  File Egress |  File System |  O365 Graph |
|  Oracle Cloud ERP |  Oracle EBS Fixed Assets |  Oracle EBS GL |  Oracle EBS PO/Vendor |  Oracle Hyperion Admin Expense |  Oracle Hyperion Capital Expense |  Oracle Hyperion Workforce Expense |  REST Service |
|  REST Service 2.0 (Beta) |  SAP Cost Source |  SAP Fixed Assets |  SAP Vendor Insights |  ServiceNow Apps & Services |  ServiceNow Custom |  ServiceNow Financials |  ServiceNow Infra Assets - Lower |
|  ServiceNow Infra Assets - Upper |  ServiceNow Infra Relationships |  ServiceNow Service Desk |  SFTP |  SFTP Egress |  VCenter |  Windows Share |  Workday |

Create a New Connection > Name > Data Type > Agent > Apptio > Source > Schedule

Schedule Connection ?

Optionally, schedule recurring times or events to automatically extract data and load it into your Apptio instance. Choose to initiate the run using time or events. You can also run connections manually from the Connections page.

Schedule Run by Event

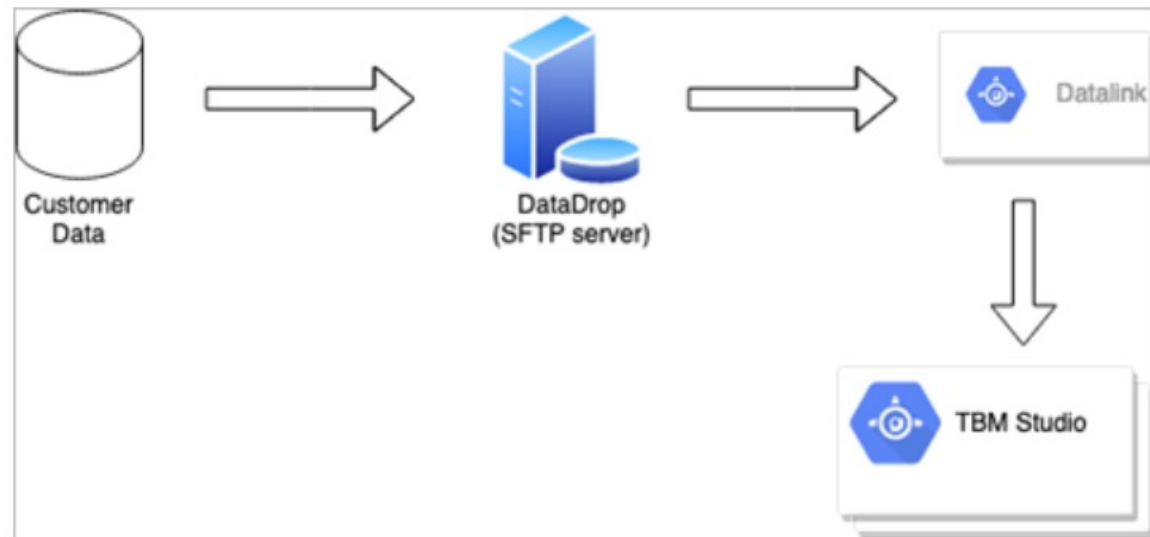
When a specific connection/group execution has executed successfully

When a specific connection/group execution has all calculations complete in Cost Transparency

Connection/Group

Data Drop

- [Documentation](#)
- Apptio Hosted SFTP
- Leverage public/private key pair to access server



SFTP Connector

- [Documentation](#)
- Client Hosted SFTP
- Leverage public/private key pair to access server
- Familiar with most organizations

Time Period ?

Calendar Type
Gregorian

Calendar type is determined from the selected destination project and used to provide appropriate time period options

Current Month Previous Month File Name Month and Year Custom Calendar Month Offset

Create a New Connection ✓ Name ✓ Data Type ✓ Agent ✓ Apptio ● Source ○ Schedule

Authentication Type ?

Username And Password Private Key/Private Key and Password

Remote Directory*
/File Transfer

Filename/ File Pattern*
General_Ledger_{MM}_{FYYY}

Common Properties Test File

Process All Matching Files (Optional) ?

Yes No

Archive File ?

No Yes

Archive File Path
Archive

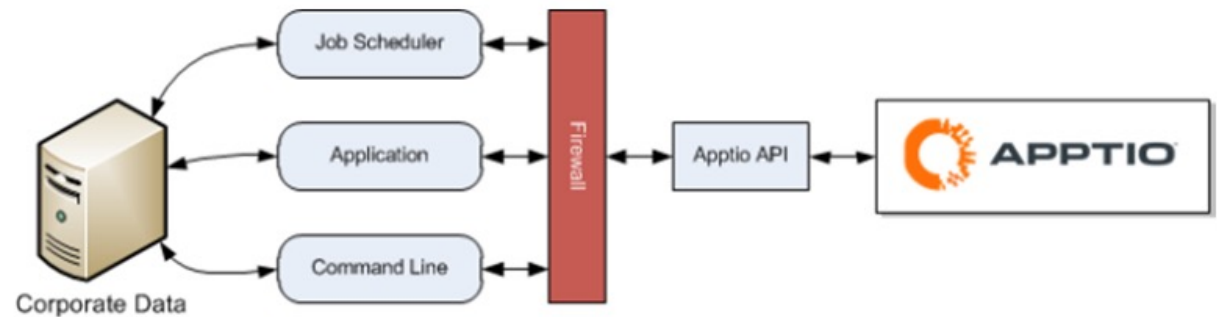
Discussion

- What's the most time consuming process you have today?



API Upload

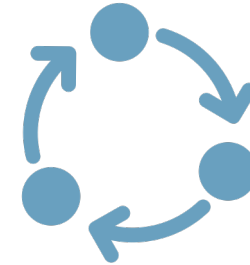
- [Documentation](#)
- Requires Service User with API tokens
- Instant access to data
- Requires a bit more configuration and scripting



Apptio Connector

- [Documentation](#)
- Sources
 - Tables
 - Reports
 - Different Projects
 - Different Environments

IT Management



Data Validation

Let Rego be your guide.

Discussion

- What are some ways you are validating your model during your month end close?



Import Errors

- [Documentation](#)
- First place to look at after data has been loaded
- Acceptable errors vs those that require action

Steps < Import ⓘ Configure how the uploaded file should be converted into a table

Delimited Data Import Options

Testing 1: Column was added.
 Jan: Expected type Numeric but found Label
 Testing 2: Column was added.
 Functional Unit: Column does not exist.

Parse numerics per locale: United States
 12,345.67 / -12,345.67

Describe how your file is delimited.

Autodetect Comma
 Tab Space
 Semicolon Other

Text qualifier

| | | |
|---------------------------|---|-----|
| Application ID | A | ... |
| Application Name | A | ... |
| Apr | # | ... |
| Aug | # | ... |
| Dec | # | ... |
| Expense Type | A | A |
| Feb | # | ... |
| Functional Unit | A | ... |
| Functional Unit Descripti | A | ... |
| Invoice | A | ... |
| Jan | # | # |
| Journal ID | A | ... |
| Journal Line | A | ... |
| Jul | # | ... |
| Jun | # | ... |
| Ledger | A | ... |
| Line Description | A | ... |
| Mar | # | ... |
| May | # | ... |
| Nov | # | ... |
| Oct | # | ... |
| Project ID | A | ... |
| Project Name | A | ... |
| Sep | # | ... |
| Testing 1 | A | ... |
| Testing 2 | A | ... |
| Vendor ID | A | ... |
| Vendor Name | A | ... |

Data Expiration Report

Data Expiration Cost Allocation Strategies CapEx Allocation Strategies ?

Data Expiration

Export to Excel

NOTE: The monthly columns in this table are locked to the current calendar year.

| Category | Dataset Name | Source | Type | Source System | Description | Row Count | Data Freshness Rule | Expiration Date | Data Expired | Raw Data Last Updated | Uses Raw Data From |
|--------------------------|------------------------------|--|----------|---------------------------|-------------|-----------|--------------------------------------|-------------------|--------------|-----------------------|--------------------|
| 011 - Financial Mappings | Cost Center Owner Mapping | Cost Center Owner Mapping.csv | API Data | CSV | | 22 | 1 version; Update every month | January 02, 2023 | ✗ | December 28, 2021 | January FY2000 |
| General | Data Expiration Test | General Ledger Example Data.csv | API Data | CSV | | 0 | Monthly versions; Update every month | January 02, 2023 | ✗ | January 18, 2022 | November FY2021 |
| z_Initial Configuration | Params | Params-02-04-2019.zip | Upload | Apptio - Manually Created | | 0 | case0030... | February 16, 2023 | ✗ | March 11, 2020 | January FY2000 |
| 01 - Financials | Cost Source PreMaster | Cost_Source_Master_Data-12-28-2021.xlsx | API Data | XLSX | | 854 | | Never Expire | | December 28, 2021 | January FY2000 |
| 01 - Financials | General Ledger | General_Ledger-12-28-2021.csv | API Data | CSV | | 443 | | Never Expire | | September 20, 2023 | January FY2023 |
| 01 - Financials | General Ledger Budget | General Ledger Budget.csv | API Data | CSV | | 411 | | Never Expire | | December 28, 2021 | January FY2000 |
| 011 - Financial Mappings | Chart of Accounts Mapping | Chart_of_Accounts_Mappi...12-28-2021.csv | API Data | CSV | | 80 | | Never Expire | | December 28, 2021 | January FY2000 |
| 02 - Labor | Acme Labor to Tower Mapping | Acme Labor to Tower Mapping.csv | API Data | CSV | | 170 | | Never Expire | | April 14, 2022 | January FY2000 |
| 02 - Labor | Labor Headcount Actuals | Labor Headcount.csv | API Data | CSV | | 152 | | Never Expire | | February 17, 2022 | January FY2000 |
| Fixed Asset Ledger | Fixed Asset Registrar | Fixed Assets Reference Data.csv | API Data | CSV | | 71 | | Never Expire | | February 17, 2022 | January FY2000 |
| General | Acme Applications Detail | Acme Applications Detail.csv | API Data | CSV | | 115 | | Never Expire | | February 17, 2022 | January FY2000 |
| General | Acme Applications Tablematch | Editable Table | Editable | Apptio | | 115 | | Never Expire | | February 17, 2022 | January FY2000 |

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Validation Reports

Cost Source Fallout

Allocation Rules:

If fallout contains Project ID, review Project Master Data

If fallout contains Vendor ID, review Vendor List

If fallout contains Application ID, review Servicenow Applications List

If fallout contains Internal Labor Cost Pool, review Workday labor data for cost center

| Cost Center | Project ID | Vendor ID | Application ID | Cost Pool | Cost | Allocated | Difference ▼ | Is Allocated |
|--------------|------------|-----------|----------------|----------------|--------------------|--------------------|-----------------|--------------|
| CC-335 | PROJ-0005 | V2130 | | External Labor | \$11,000 | \$0 | \$11,000 | Un-Allocated |
| CC-330 | | V3750 | | Hardware | \$6,710 | \$6,710 | \$0 | Allocated |
| CC-335 | | V3750 | | Hardware | \$22,461 | \$22,461 | \$0 | Allocated |
| CC-200 | | | | Internal Labor | \$99,782 | \$99,782 | \$0 | Allocated |
| CC-210 | | | | Internal Labor | \$168,065 | \$168,065 | \$0 | Allocated |
| CC-220 | | | | Internal Labor | \$129,284 | \$129,284 | \$0 | Allocated |
| CC-320 | | | | Internal Labor | \$45,414 | \$45,414 | \$0 | Allocated |
| CC-330 | | | | Internal Labor | \$18,399 | \$18,399 | \$0 | Allocated |
| CC-335 | | | | Internal Labor | \$16,157 | \$16,157 | \$0 | Allocated |
| CC-340 | | | | Internal Labor | \$116,030 | \$116,030 | \$0 | Allocated |
| CC-345 | | | | Internal Labor | \$37,041 | \$37,041 | \$0 | Allocated |
| CC-350 | | | | Internal Labor | \$32,497 | \$32,497 | \$0 | Allocated |
| CC-360 | | | | Internal Labor | \$36,226 | \$36,226 | \$0 | Allocated |
| Total | | | | | \$4,790,872 | \$4,779,872 | \$11,000 | |

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Validation Reports

Cost Center Mapping

If missing metadata, review Cost Center Owner Mapping table and include information for Cost Center Name, Cost Center Owner, and IT Owner.

| Cost Center | Cost Center Name ▲ | Cost Center Owner | Owner |
|-------------|------------------------------|-------------------|--------------|
| CC-390 | | | |
| CC-200 | Apps - Back Office | Lianne Bordin | Alex Smith |
| CC-210 | Apps - Mfg & Dist | Marry Tynio | Alex Smith |
| CC-220 | Apps - Sales & Ops | Tambra Assael | Alex Smith |
| CC-320 | Data Center - NA | Lida Sparacina | Ian Larrosa |
| CC-330 | Data Network | Meri Beninato | Ian Larrosa |
| CC-340 | Enterprise Compute & Storage | Vesta Wieneke | Ian Larrosa |
| CC-365 | Field Support - EMEA | Jamey Marrington | Evan Strollo |
| CC-360 | Field Supprt - NA | Marietta Wassell | Evan Strollo |
| CC-370 | IT Security | Sam Severson | Sam Severson |
| CC-345 | Operations Center | Paula Hoga | Ian Larrosa |
| CC-395 | Program Office | Paula Plotz | Paula Plotz |
| CC-350 | Service Desk | Lasha Keyna | Evan Strollo |
| CC-335 | Voice and Call Center | Katherine Dusik | Ian Larrosa |

Demo

Let Rego be your guide.

Questions?



Surveys

Please take a few moments to fill out the class survey.
Your feedback is extremely important for future events.

Add QR Code to class
survey

Add QR Code to event
survey

Thank You For Attending Rego University

Instructions for PMI credits

- Access your account at pmi.org
- Click on **Certifications**
- Click on **Maintain My Certification**
- Click on **Visit CCR's** button under the **Report PDU's**
- Click on **Report PDU's**
- Click on **Course or Training**
- Class Provider = **Rego Consulting**
- Class Name = **regoUniversity**
- Course **Description**
- Date Started = **Today's Date**
- Date Completed = **Today's Date**
- Hours Completed = **1 PDU per hour of class time**
- Training classes = **Technical**
- Click on **I agree** and **Submit**



Let us know how we can improve!
Don't forget to fill out the class survey.



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