



regoUniversity

SAN DIEGO • 2023

The Art of the Possible with Editable Tables and Reports

Your Guides:

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Your Guides

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- Senior Consultant
- 7 years of TBM/Apptio Experience
- Basketball, Softball, Dogs and Fantasy Sports

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- Soccer, Skiing, Photography and Camping

Agenda


- What are Editable Tables?
- Use Cases for Editable Tables
- Examples of Editable Tables
- Demo of Functionality of Editable Tables

Part I: What are Editable Tables

What are Editable Tables?

- Tables configured in TBM Studio and published onto a reporting surface allowing end users to be able to add/edit data in a controlled format without access to Studio.

Editable Table - Example



Mapping Tables

Account to Cost Pool Mapping

Date Range: January FY2023

Environment: In Development

Account to Cost Pool Mapping

Account	Account Description	Account Group	Account Subgroup	Expense Type	Discretionary/Non-Discretionary	Fixed Variable	Cost Pool	Cost Sub Pool
ACCT_6500	Capitalized Telecom	Capital Investments	Capitalized Technology	CapEx	Discretionary	Variable	Telecom	Capital
ACCT_6400	Capitalized Facilities	Capital Investments	Capitalized Technology	CapEx	Discretionary	Variable	Other (1)	Capital
ACCT_6300	Capitalized Software	Capital Investments	Capitalized Technology	CapEx	Discretionary	Variable	Telecom (5)	Capital
ACCT_6200	Capitalized Hardware	Capital Investments	Capitalized Technology	CapEx	Discretionary	Variable	Hardware (5)	Capital
ACCT_6100	Capitalized External Labor	Capital Investments	Capitalized Labor	CapEx	Discretionary	Variable	Software (5)	Capital
ACCT_6000	Capitalized Internal Labor	Capital Investments	Capitalized Labor	CapEx	Non-Discretionary	Fixed	External Labor (2)	Capital
ACCT_4034	Depr - Real estate assets	Depreciation	Real Estate & Facilities	OpEx	Non-Discretionary	Fixed	Internal Labor (2)	Depreciation & Amortization
ACCT_4033	Depr - Office FFE	Depreciation	Real Estate & Facilities	OpEx	Non-Discretionary	Fixed	Outside Services (4)	Depreciation & Amortization
ACCT_4032	Depr - Leasehold Improvements	Depreciation	Real Estate & Facilities	OpEx	Non-Discretionary	Fixed	Internal Services (1)	Depreciation & Amortization
ACCT_4031	Depr - Capital Leases	Depreciation	Real Estate & Facilities	OpEx	Non-Discretionary	Fixed	Facilities & Power (5)	Depreciation & Amortization
ACCT_4030	Depr - Bldg and land Improvments	Depreciation	Real Estate & Facilities	OpEx	Non-Discretionary	Fixed	Find...	Depreciation & Amortization
ACCT_4022	Depr - Vehicles	Depreciation	Equipment	OpEx	Non-Discretionary	Fixed	Hardware	Depreciation & Amortization
ACCT_4021	Depr - Office Equipment	Depreciation	Equipment	OpEx	Non-Discretionary	Fixed	Hardware	Depreciation & Amortization
ACCT_4020	Depr - Computer Equipment	Depreciation	Equipment	OpEx	Non-Discretionary	Fixed	Software	Depreciation & Amortization
ACCT_4015	Depr - Software Development	Depreciation	Software	OpEx	Non-Discretionary	Fixed	Software	Depreciation & Amortization
ACCT_4010	Depr - Computer Software	Depreciation	Software	OpEx	Non-Discretionary	Fixed	Software	Depreciation & Amortization
ACCT_3016	Business Software	Technology	Software	OpEx	Non-Discretionary	Fixed	Software	Maintenance & Support
ACCT_3015	Systems Software & Tools	Technology	Software	OpEx	Non-Discretionary	Fixed	Software	Maintenance & Support
ACCT_3012	Software as a Service	Technology	Software	OpEx	Non-Discretionary	Variable	Outside Services	Cloud Service Providers
ACCT_3011	Contract Tech labor	Contract Labor	Contract Labor	OpEx	Discretionary	Variable	External Labor	Expense
ACCT_3010	Mainframe Software & Tools	Technology	Software	OpEx	Non-Discretionary	Fixed	Software	Maintenance & Support
ACCT_3009	Outsourcing Services	Outside Services	Outsourcing	OpEx	Non-Discretionary	Variable	Outside Services	Managed Service Providers
ACCT_3008	IaaS/PaaS Services	Technology	Hardware	OpEx	Non-Discretionary	Variable	Outside Services	Managed Service Providers
ACCT_3007	Outside Services - Other	Outside Services	Outside Services	OpEx	Discretionary	Variable	Outside Services	Managed Service Providers
ACCT_3006	Telecomm Tech Services	Outside Services	Tech Services	OpEx	Discretionary	Variable	Outside Services	Managed Service Providers

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Benefits of Editable Tables

- Eliminates the Upload step for tables where Apptio is the system of record such as mapping tables
- Data quality control
 - Ability to track changes
 - Improve verification and acceptance
 - Drive accountability and adoption
- Minimize data entry
 - Keep data fresh
- Share mapping responsibilities
 - Empower data owners to maintain their information
- Create Reports to share with end users

Part II: Use Cases

Quick Poll

- Have you used editable tables in your TBM solution?
- What use cases have you rolled out using editable tables?



Food & Beverage Co. – Mapping file Actuals to Budget

- Problem: Need to do vendor/contract level variance analysis monthly between budget/forecast and actuals, but actuals did not match budget descriptions
- Solution: Created lookup tables to map by PO, Vendor, or accrual descriptions where possible then used editable table to map outliers each month
- Outcome: Original process was manual and required over 2 days to complete, but new process could be completed in 30 minutes

Consumer Products Company – OpEx Tail Tracking

- Problem: Manual excel file maintained to track project OpEx spend that would need to move to run budget. Data quality issues due to manual entry of data. Time consuming to gather all data needed. Reporting was manual and not visible to everyone.
- Solution: Created Editable table with necessary data columns. Used dropdowns and lookups to limit data entry requirements and maintain data quality. Created custom report collection to allow end users to review and analyze data.
- Outcome: Significant increase in data quality issues, and visibility to the information. During budget process, data was able to be added into IT Planning budget quickly and easily.

Data Cleansing or Enrichment

- Problem: Gaps in raw data, inability to update source data (even for SMEs).
Example: Missing vendor information, product/asset metadata in CMDB
- Solution: Thru editable tables, SMEs can update missing fields with the relevant information.
- Outcome: Improved report usability and value due to the elimination of blank values, better cost allocation due to more complete data.

Data Cleansing or Enrichment – Example

Project Status Report Product Catalog Administration **Product Catalog** App Consumption Upload Product Forecast

Product Catalog Maintenance

Add or change new product offerings, categorization and life cycle

Product ID	Product	Product Description	Life Cycle	Unit of Measure	Price	Product Family ID	Product Family	Product Group ID	Product Group
PID-027	Bring Your Own Device	Services to support privately owned mobile devices and laptops	Active	Device	\$25.00	PFID-002	Workplace	PGID-006	Client Computing
PID-028	Computer	Company supplied desktop computers	Active	Computer	\$250.00	PFID-002	Workplace	PGID-006	Client Computing
PID-029	Mobile	Laptop and mobile devices	Active	Laptop	\$125.00	PFID-002	Workplace	PGID-006	Client Computing
PID-030	Virtual Client		Active	Instance	\$15.00	PFID-002	Workplace	PGID-008 (Connectivity)	
PID-031	Collaboration		Active	User		PFID-002	Workplace	PGID-007 (Communication & Collaboration)	
PID-032	Communication		Active			PFID-002	Workplace	PGID-006 (Client Computing)	
PID-033			Active			PFID-002	Workplace	Find...	
PID-034			Active			PFID-002	Workplace	PGID-007	Communication & C
PID-035			Active			PFID-002	Workplace	PGID-008	Connectivity
PID-036			Active			PFID-002	Workplace		Connectivity
PID-037	Compute on Demand		Active			PFID-002	Workplace		Compute
PID-038	Mainframe		Active			PFID-002	Workplace		Client Computing
PID-039	Physical Compute		Active			PFID-002	Workplace		Compute
PID-040	Virtual Compute & Containers		Active			PFID-003	Infrastructure	PGID-009	Compute
PID-041	Enterprise Data Center		Active			PFID-003	Infrastructure	PGID-010	Data Center
PID-042	Other Data Center		Active			PFID-003	Infrastructure	PGID-010	Data Center
PID-043	Data Network		Active			PFID-003	Infrastructure	PGID-011	Network
PID-044	Domain Services		Active			PFID-003	Infrastructure	PGID-011	Network

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Maintain information about the Service Catalog

Hierarchical drop-downs filtered by L1 selection

Variance Commentary

- Allow Cost Center owners to enter explanations for variances or outliers

IT Finance

Total \$9,962,924 \$12,159,250 \$2,196,326 18.1% \$51,640,643 \$60,607,347 \$8,966,704 17.4% \$123,937,542 \$142,973,190

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Please provide explanations on variances to Budget for the highlighted items above! [Click here for additional information on how to fill out each column](#)

Budget Variance Explanation

Year	Month	Cost Center	Department Code	Account Group	Vendor	Variance Explanation	Explanation	Impact Higher/(Lower)	Unexplained Variance Fav/(Unfav)	Total Variance Fav/(Unfav)	Created By	Date Created
FY2022	May	IT Hardware Support	07%	Contract Labor	THE BARTECH GROUP INC	Unplanned Item	Unplanned contract labor	157%	28%	285,000	Steve Cooper	06/10/2022 1:23 PM
FY2022	May	IT Hardware Support	07%	Repairs & Maintenance	ALLIED COMMUNI... LLC	Incorrect Coding	Work was done with the hardware instead of software	100%	207%	216,775	Steve Cooper	06/10/2022 1:27 PM
FY2022	May	IT Hardware Support	07%	Professional Services	ARQ LLC	Unplanned Item	2022 for ARQ Staff 200 support	200%	07,000	20,000	Steve Cooper	06/10/2022 1:25 PM
FY2022	Apr	IT Hardware Support	07%	Professional Services	AT&T	Negotiated Savings	Net	1%	07,000	07,000	johnson@rego.edu	06/09/2022 1:22 PM
FY2022	May	IT Hardware Support	07%	Professional Services	ONSPRING TECHNOLO... LLC	Accounting Timing	Shipping - Admin On Demand - Invoice 2022	50%	20%	24,000	Quane Healy	06/14/2022 1:53 PM
FY2022	May	IT Hardware Support	07%	Software and Licenses	SOLUTIONS II INC	Increase or Decrease to Plan	May 2022 - Actual cost is 200,000. Budgeted budget is 207,000. Net to be used for other 2022 new licenses	100%	0%	07,000	Quane Healy	06/14/2022 1:58 PM
FY2022	May	IT Hardware Support	07%	Software and Licenses	ONETRUST LLC	Incorrect Coding	CloudSoft - Cloud Software License - Accounting set in error for 12 months but in 2022 set to 18 months. Difference with the year from software	1%	0%	07,000	Quane Healy	06/14/2022 2:28 PM
FY2022	May	IT Hardware Support	07%	Software and Licenses	INTERNATI...	Increase or	2022 2022 - Budget reflects software major software upgrade costs. These are	100%	0%	07,000	Quane Healy	06/14/2022 2:26 PM

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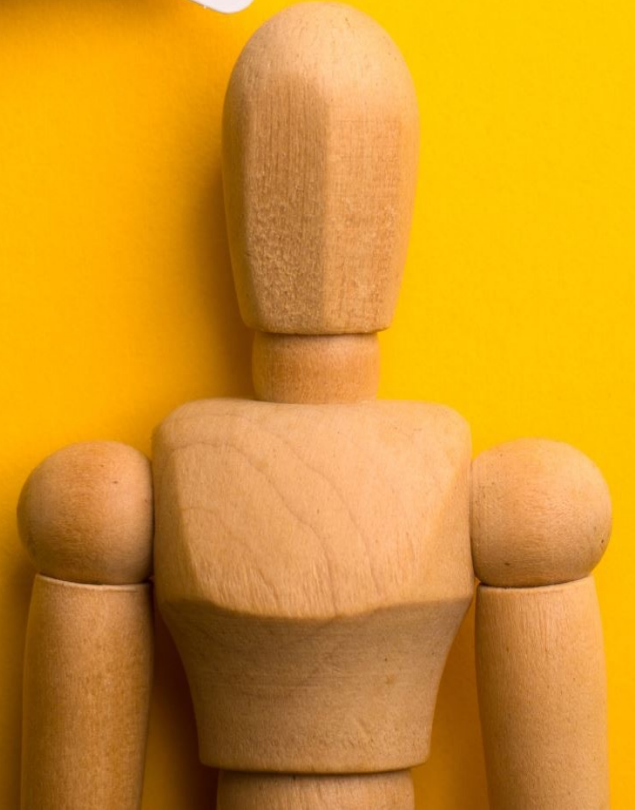
[Add Row](#) [Save](#) [Cancel](#)

Users "add row" and enter information explain the variance to budget

Year	Month	Cost Center	Department Code	Account Group	Vendor	Variance Explanation	Explanation	Created By	Date Created	Impact Higher/(Lower)	Unexplained Variance Fav/(Unfav)	Total Variance Fav/(Unfav)	Department
FY2022	Apr	Cybersecurity	07%	Professional Services		Cancelled Engagement/Purchase	Cancelled Staff Engagement	Mary Schell	06/10/2022 9:46 AM	200%	286,017	286,017	No Filter Ap
FY2022	Apr	Cybersecurity	07%	Professional Services	Other	Cancelled Engagement/Purchase	Cancelled Network Flow Service	Mary Schell	06/10/2022 9:46 AM	214,000	286,017	286,017	Cost Center
FY2022	Apr	Cybersecurity	07%	Professional Services	AQUERA INC	Increase or Decrease to Plan	Network for the expanded storage	Mary Schell	06/10/2022 9:46 AM	070,000	286,017	286,017	No Filter Ap
FY2022	Apr	Cybersecurity	07%	Professional Services	BLUESOURCE	Incorrect Coding	2022 2022 - Budget reflects software major software upgrade costs. These are	Mary Schell	06/10/2022 9:46 AM	07,000	286,017	286,017	Account Gr

Discussion

- What else do you think editable tables could be used for?



Part IV: Demo of Editable Tables

Questions?



Surveys

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



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- 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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