DrillIt

Advanced Cube Drill Guide

PV730 SV111

Finit

Contents

Solution Overview

DrillIt, Finit's Advanced Cube Drill, streamlines & enhances users' ability to execute ad-hoc analysis directly from OneStream cube data & variances.

With DrillIt, you can:

- Intuitively drill into cube data and variances with just a click
    - Slice data by up to 7 dimensions at once
    - Adjust POV without needing to redrill
    - Drill on dynamic members (not currently supported in native OneStream drill)
- Quickly change the view of the data with commonly used drill options, such as:
    - Expansion type: Tree, base, children, or grandchildren
    - Sort: Ascending, descending, absolute Values, or none
    - Scale: Whole, thousands, millions
    - Member view: Member name, description, or both
- Perform robust ad-hoc variance analysis directly in OneStream
    - Compare the current POV to a different scenario and time
    - View variances in amounts or percentages
    - Sort on variance amounts
- Export the entire drill analysis to Excel in one-click
- Install and configure with existing cube views in minutes

Installation & Initial Setup

This section contains important details about the solution's planning, configuration, and installation. Before you install the solution, familiarize yourself with these details.

Dependencies

Component	Description
OneStream 7.3.0 or later	Minimum OneStream Platform version required to install this version of the solution

Solution Development Location

Before beginning installation, decide whether to build the solution directly in the Production OneStream application or a separate Development OneStream application. This section provides some key considerations for each option.

Production OneStream Application: The primary advantage of building the solution in a Production application is that you will not have to migrate the resulting work from a Development application. However, there are intrinsic risks when making design changes to an application used in a Production capacity and not advised.

***Note**: Finit strongly recommends that you implement the solution in the Development environment with a fresh copy of the Production application before starting work*

Development OneStream Application: As a best practice, use the Development OneStream application to configure and test the solution initially.

Installation

1. Log into OneStream.
2. On the **Application** tab, click **Tools > Load/Extract**.
3. On the **Load** tab, locate the solution package using the **Select File** icon and click **Open**.
4. When the solutions file name appears, click **Load**.
5. Click **Close** to complete the installation.

Package Contents

DrillIt Solution Administration is the user interface for the settings & setup of DrillIt.

BUSINESS RULES

The following Business Rules are included:

- FACD_SolutionHelper
- FACD_HelperQueries
- FACD_ParamHelper
- FACD_FormulaHelper
- FACD_GlobalRoutines
- FACD_Licensing
- FACD_Settings
- FACD_Setup
- FACD_CubeViewMaint

CUBE VIEWS

The Cube View Group, *Finit Advanced Cube Drill (FACD),* includes 21 Cube Views ending with the suffix **FACD.**

METADATA MEMBERS

The following Metadata members will be created upon completion of the Setup Process:

- FACD_VarAMT
- FACD_VarPCT

These members are dynamic members, so that no data will aggregate.

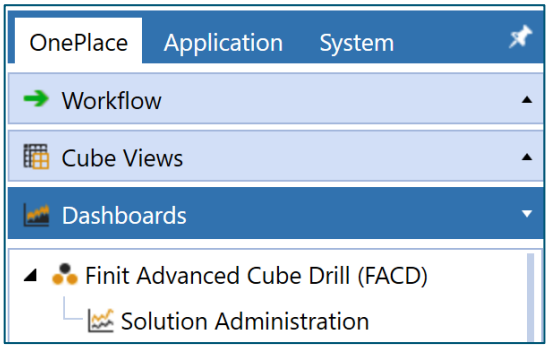
DATA STRUCTURES

No Data Tables are created for use with the solution.

Initial Setup

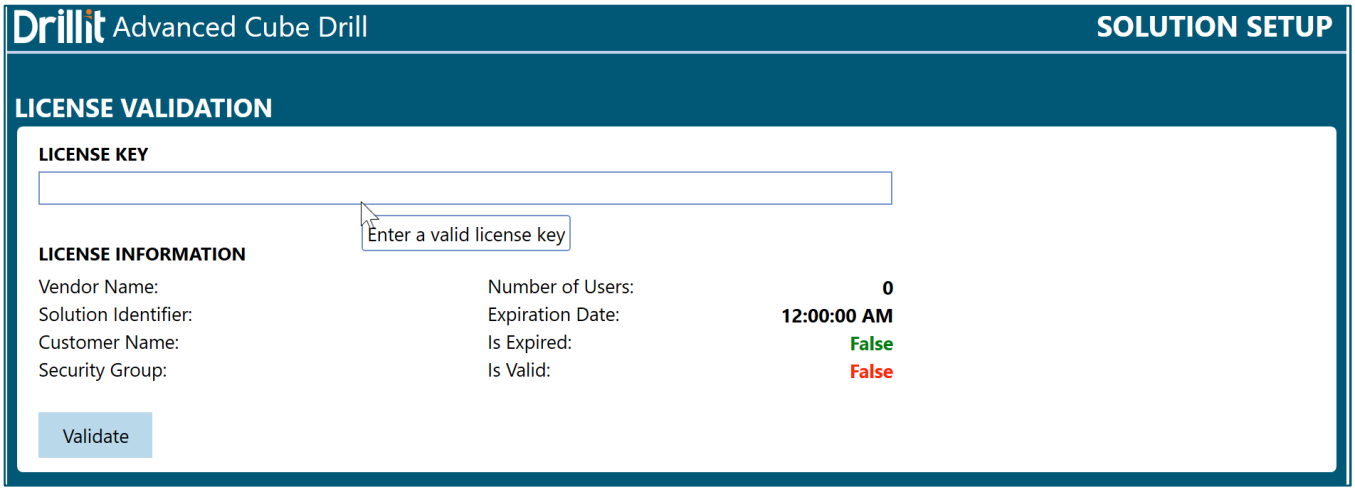
The first time you run the solution, you are guided through the solution setup process.

In OneStream, click **OnePlace > Dashboards > Finit Advanced Cube Drill (FACD) > Solution Administration.**

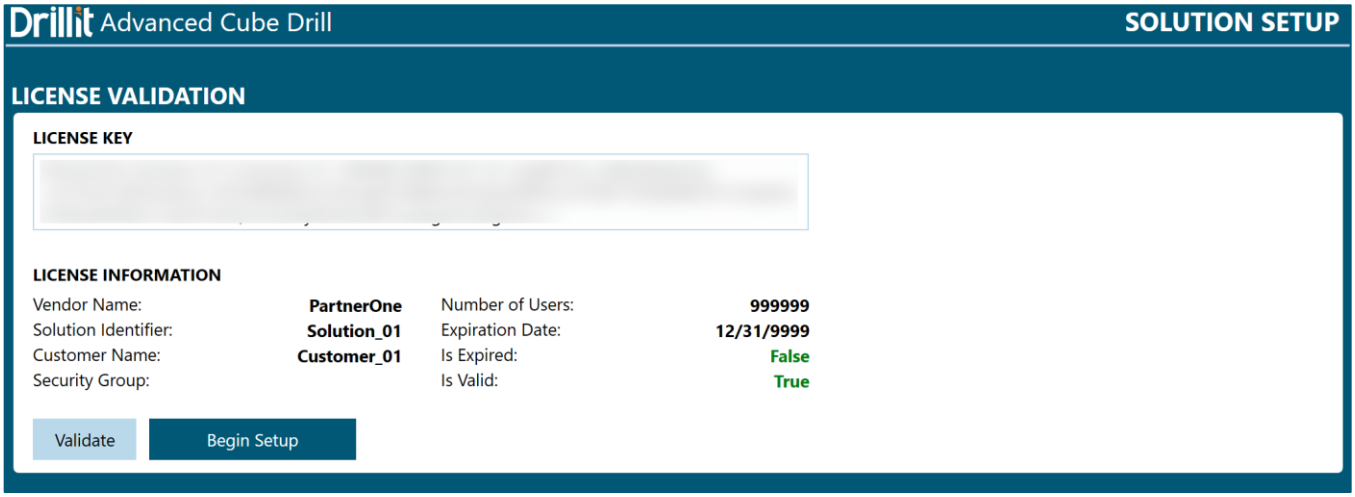


License Validation

Enter a valid license key obtained from the OneStream PartnerPlace team



- Click Validate

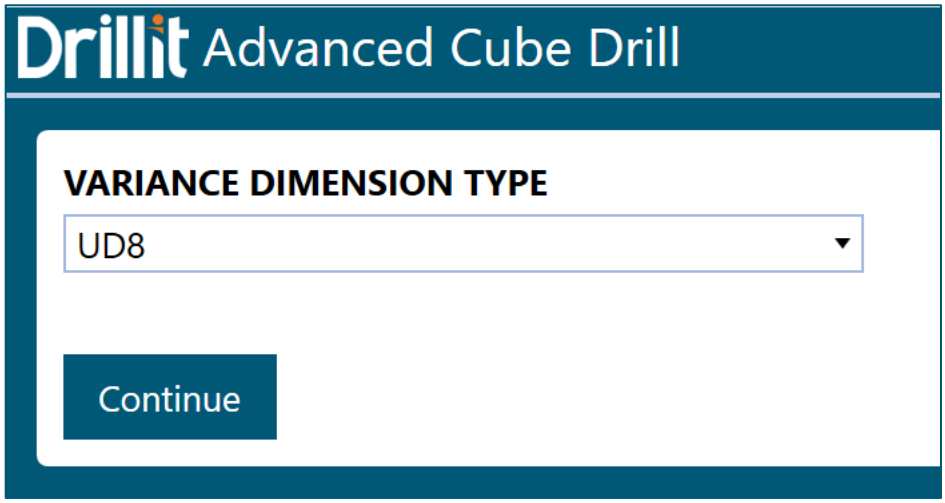


A valid license will populate the License Information fields and you will now be able to begin the setup.

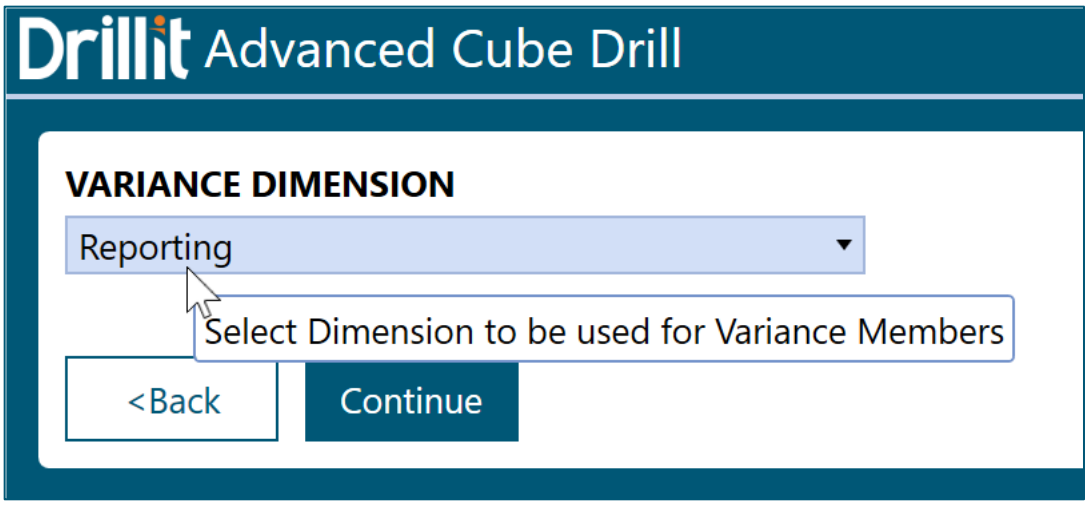
Solution Setup Steps

The first part of the setup involves creating the necessary solution metadata. This metadata is required for the out-of-the-box Variance Analysis to function properly.

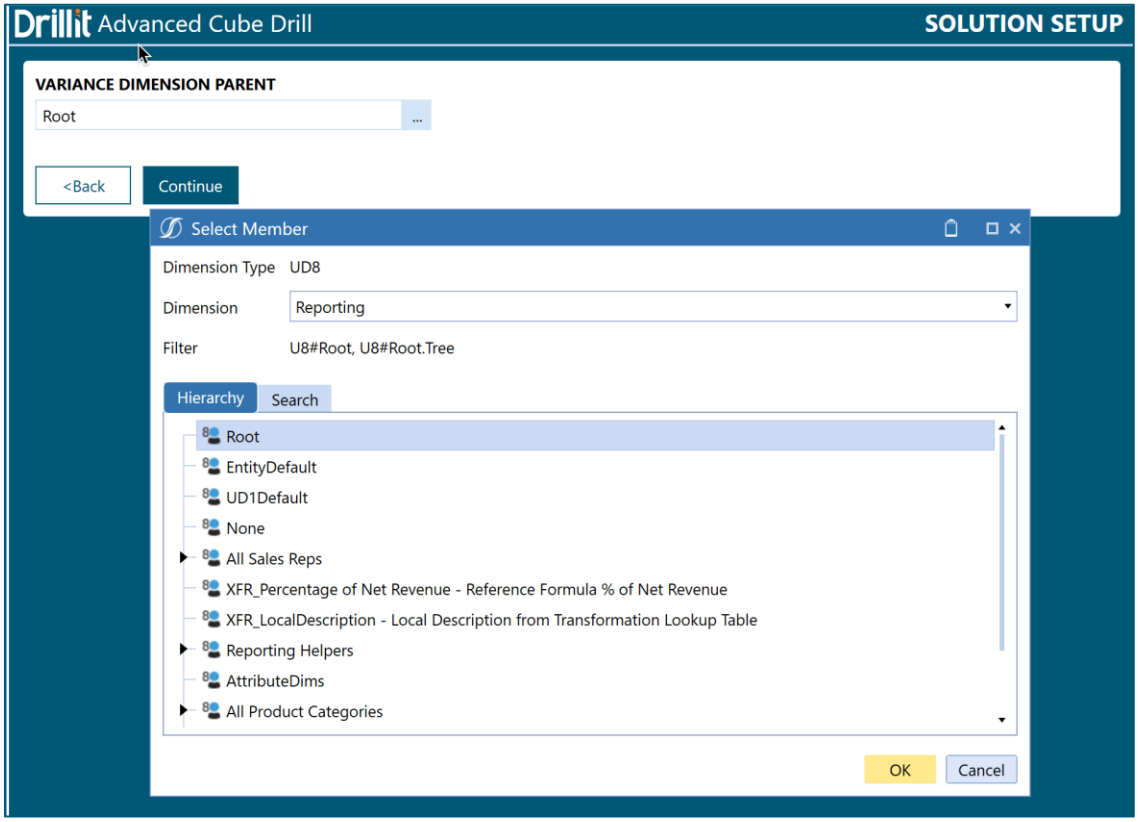
1. Click **Begin Setup**
    - This step may be necessary when upgrading the solution in the future.
2. Select **Variance Dimension Type** from the dropdown, then **Continue**



    - The dimension type selected in this step will allow a specific dimension to be chosen in the next step.
    - ***Note**: Finit recommends using UD8, assuming the practice of using this dimension for dynamic calculations is followed, and no metadata that would need to be drilled exists there.*
3. Select **Variance Dimension** from the dropdown, then **Continue**

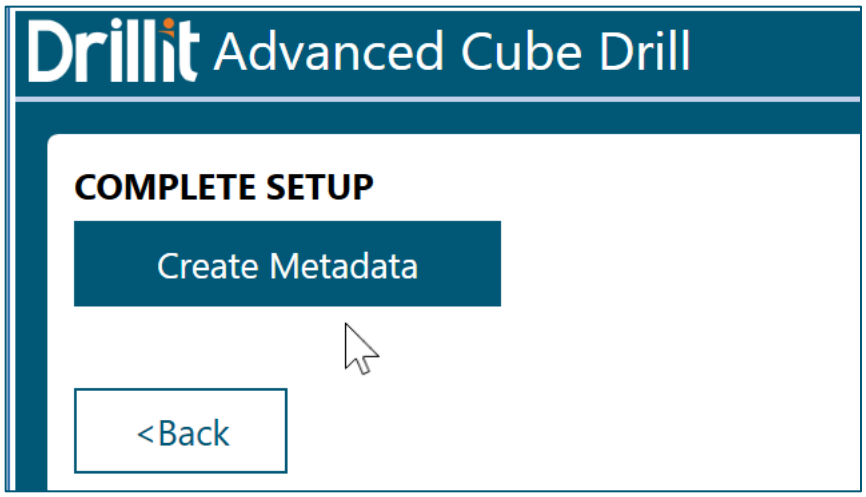


4. Select **Variance Dimension Parent** to designate the parent member of the required solution metadata members, then **Continue**.

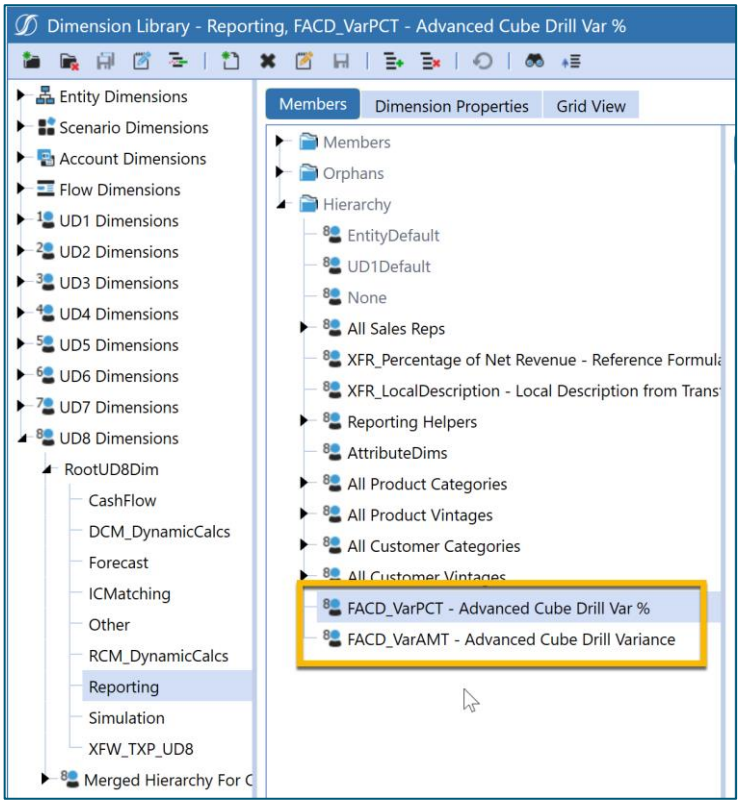


- *Note: Finit recommends selecting 'Root' as the parent if there is no other appropriate parent member*

5. Finally, click **Create Metadata** to create the required solution metadata and to open DrillIt Settings page.

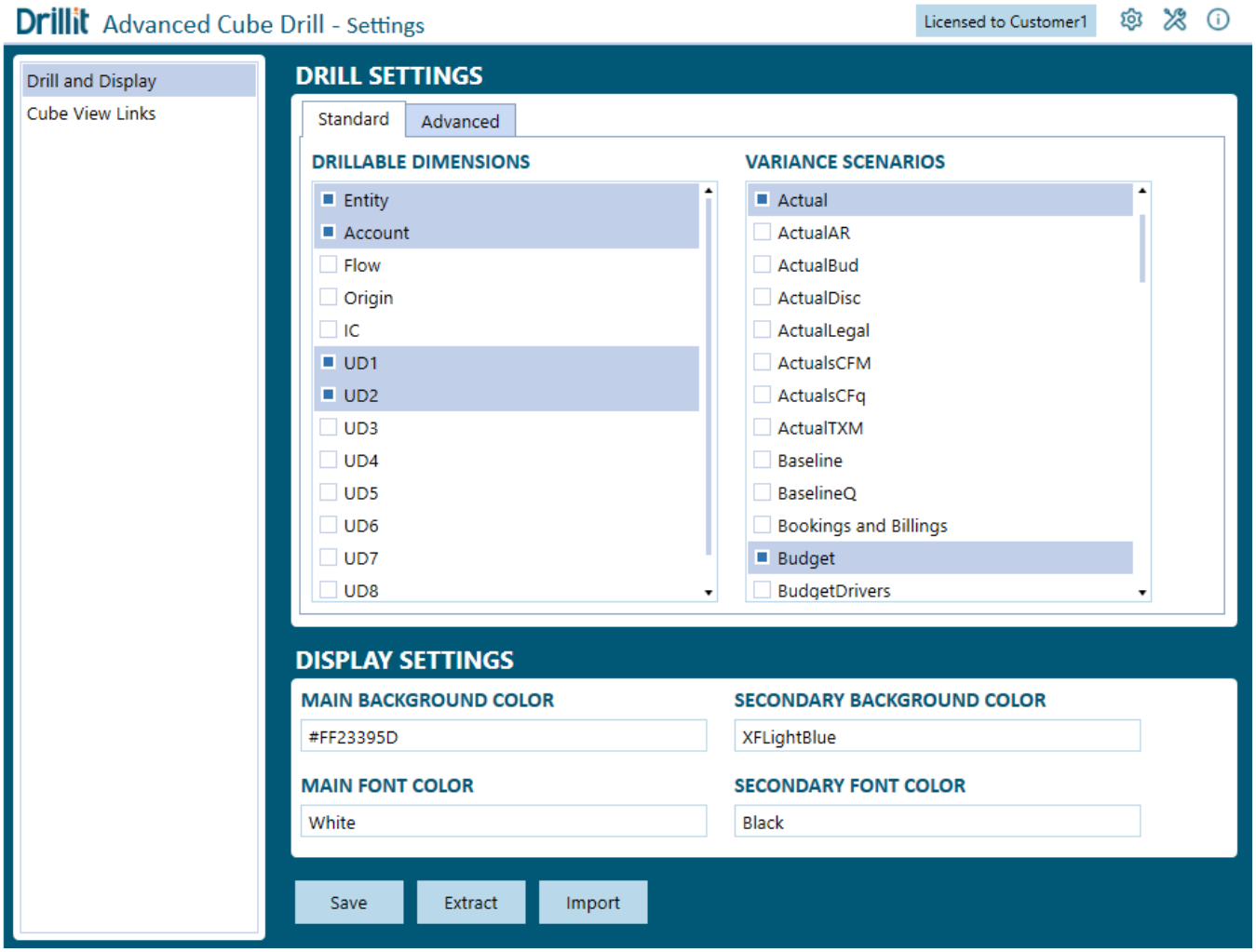


- The solution will automatically switch to the Solution Administration dashboard after a successful installation.
- Confirm successful metadata creation by navigating to the OneStream Dimension Library. The metadata members chosen during setup will now be visible in the dimension.

i. 

Settings & Configuration

Settings Dashboard



Drill Settings

These settings will control which Dimensions are available for users to drill into and what Scenarios can be chosen for comparison for the Variance Drill option. Administrators can change these settings at any time as needed.

Note: Items selected here will appear listed in the solution in the order they were chosen before saving. If you'd prefer a different order, deselect those out of order, save, reselect the items in the desired order, then save.

Drillable Dimensions

These settings allow the Administrator to control which dimensions are available for users to drill into for the Dimension-Based Selection options.

Note: For the UDs, the solution will display the UD Descriptions assigned in the Application Properties for the Dimensions. i.e., If UD1 is designated 'Department,' then 'Department' will appear in the solution for users to select the dimension. If no Description is assigned a UD, then the UD Name will appear (i.e., UD1).

Variance Scenarios

For the Variance Drill option, this setting controls which Scenarios are available for comparison.

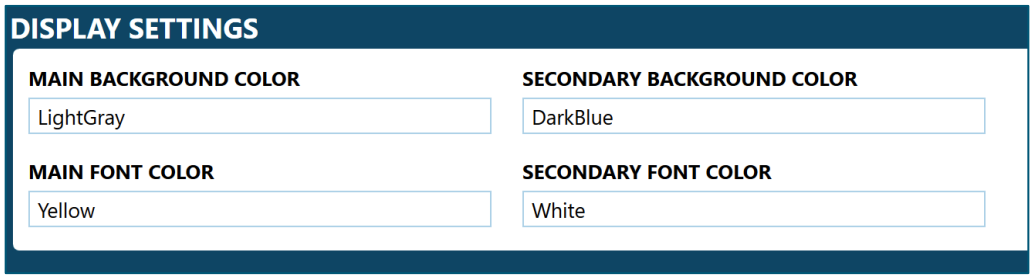
Note: This may be a point where there will be regular maintenance.

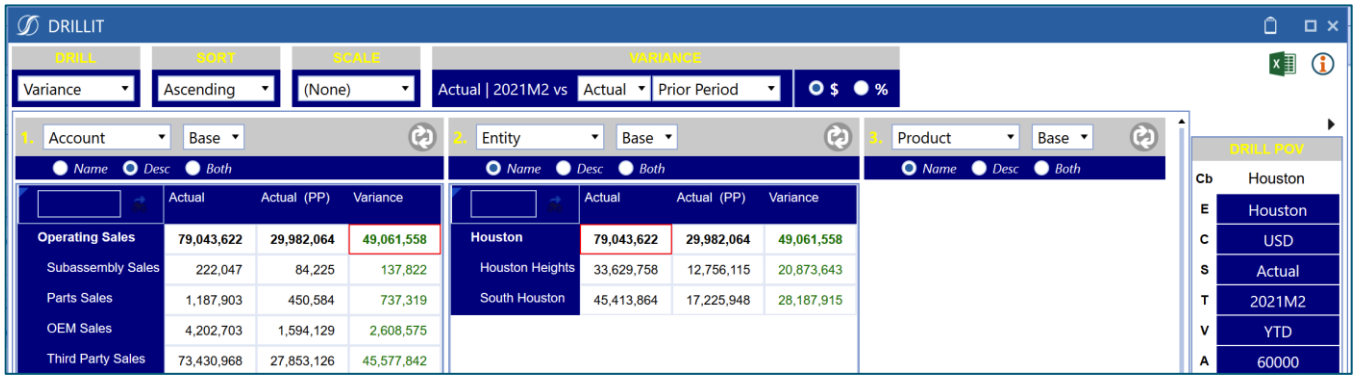
If the comparison Scenarios include Time specific parts of the naming convention (i.e., Budget2022 or FCST2022M8), when those Scenarios are created, they will need to be added here to be available for comparison.

Display Settings

These settings allow the Administrator to format the solution to match their corporate color scheme. For these settings, OneStream color names can be entered here, or HEX color codes can be entered. For HEX codes, 6-character codes must be prefixed with '#FF' to display.

EXAMPLE OF CHANGING COLORS





Once you save these settings, you can continue to the Cube View Configuration.

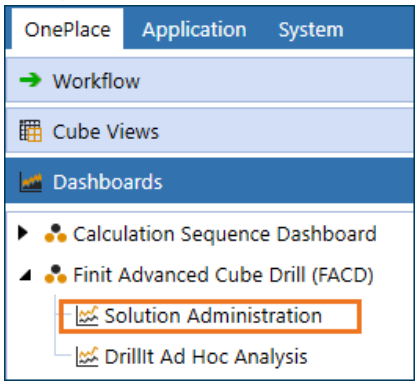
Cube View Configuration

The tool needs to be enabled at the Cube View level, and there are some basic settings to select, which this section will walk through. Considering these items with new development and your OneStream solutions processes will be needed.

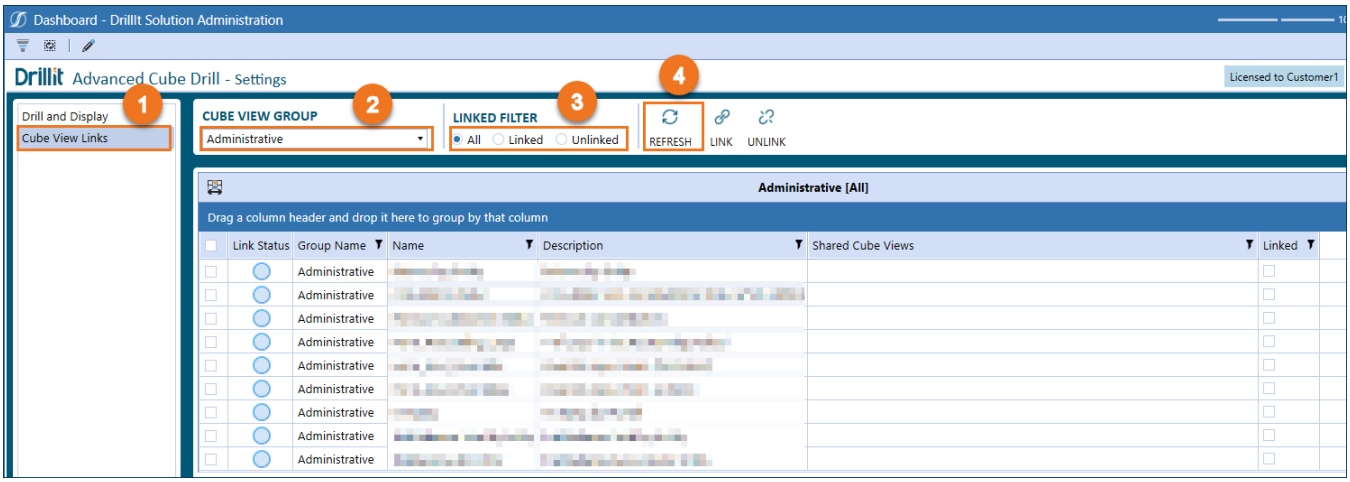
Bulk Cube View Maintenance

This setting can be used to manage enabling and disabling DrillIt on Cube Views in most cases. Use this solution to automate the application of Option 1, under "Cube View Settings" below, where you desire to make DrillIt available on all Cube View Rows and Columns. Follow the steps below to add or remove DrillIt from one or more cube views.

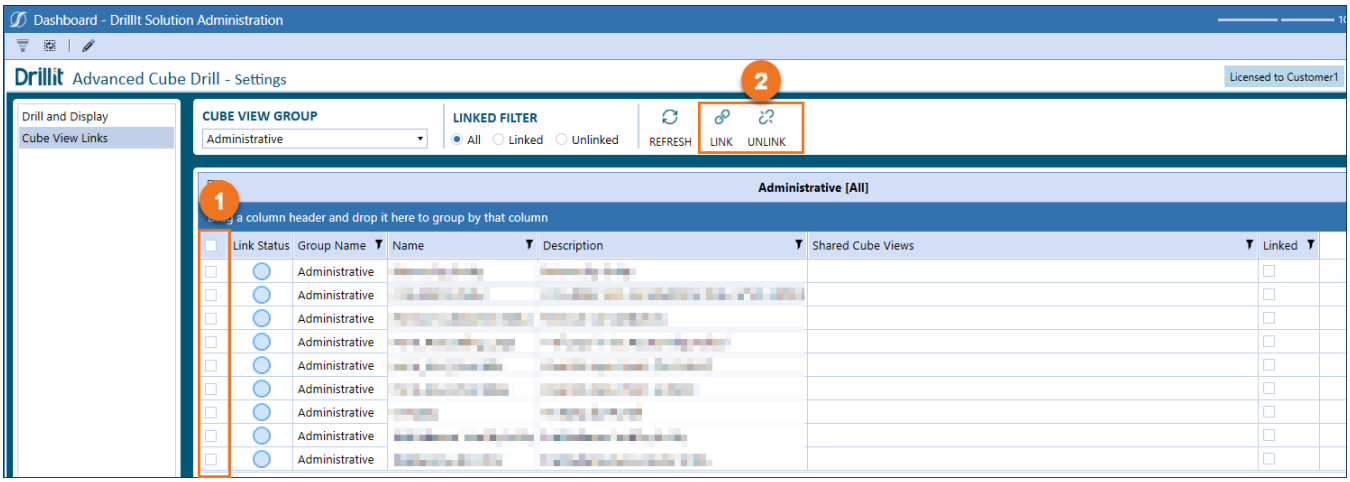
1. Navigate to OnePlace and select "**Solution Administration**".



2. Select "**Cube View Links**" (1). Next, select a Cube View group (2) for which to display results. Then select/ confirm an optional filter (3) to display all Cube Views in the selected group, only those currently linked or those unlinked. Finally, click "**Refresh**" (4) to display the list of Cube Views.



3. Use the displayed list of Cube Views to enable/disable DrillIt on one, multiple or all Cube Views. Use the check boxes to the left (1) to select a Cube View and then select either the **Link or Unlink** action (2) to take on the selected Cube View(s).



This is the best and easiest way to manage DrillIt Cube View links for most use cases. In addition, this feature will detect if a selected Cube View has embedded links to other Cube Views and apply the link to those as well in order to fully enable DrillIt on the primary Cube View.

Cube View Settings

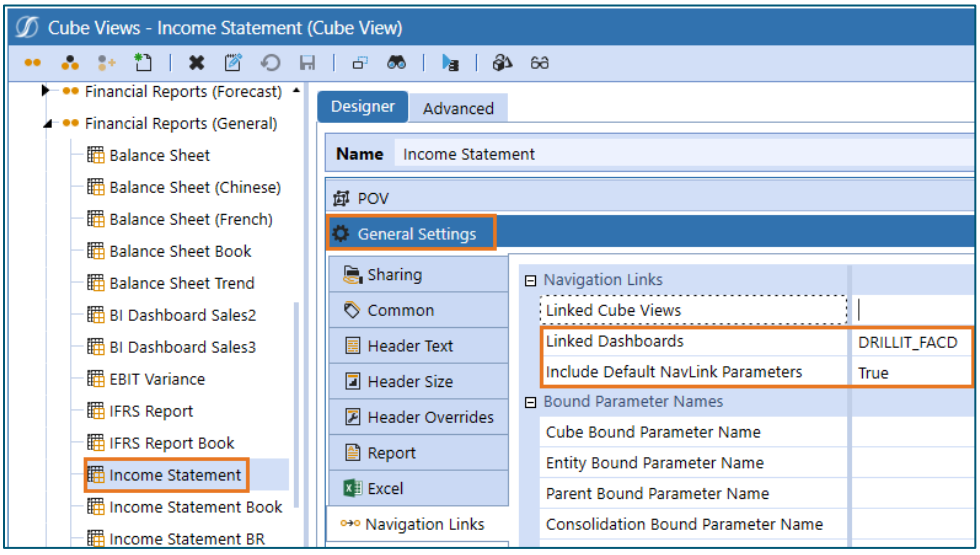
These settings will need to be considered for each Cube View where the solution will be utilized. There are multiple options for enabling the solution, which follow the Row and Column order of operations.

Navigation Links

INCLUDE DEFAULT NAVLINK PARAMETERS

First, the 'Include Default NavLink Parameters' setting must be set **to 'True'** on any Cube View using DrillIt, using the process below:

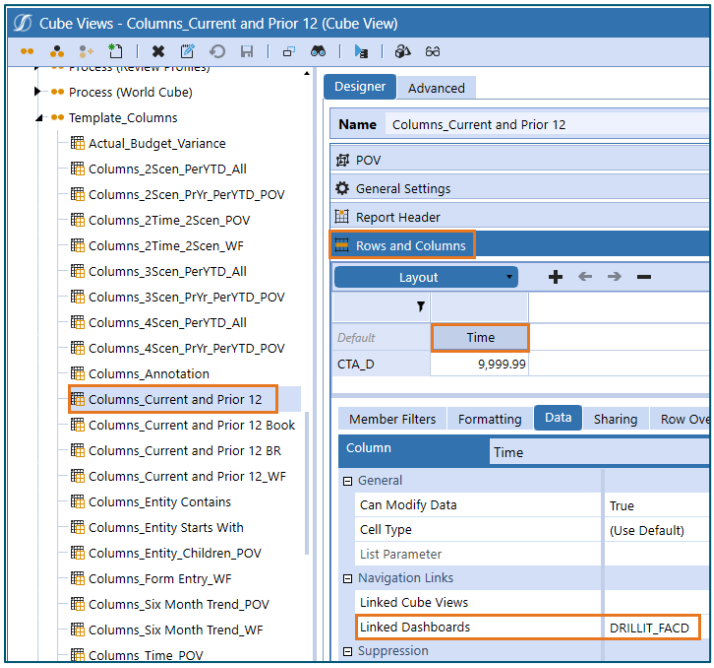
1. Start by navigating to **Designer \ General Settings \ Navigation Links**
2. Then set **Include Default NavLink Parameters** to **'True'** to enable the NavLink Parameters.



If this is not enabled on the Cube View, the solution will throw an error before fully opening. This must be set regardless of the configuration for the Linked Dashboards.

Linked Dashboards

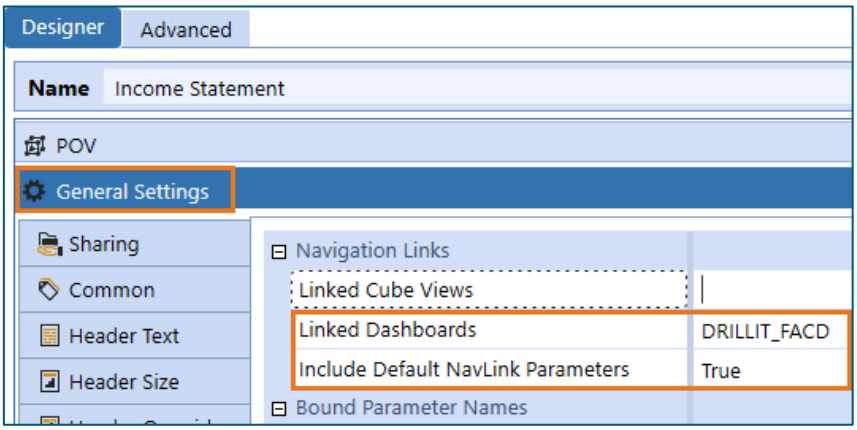
There are multiple options for configuring Linked Dashboards.



OPTION 1: NOT USING NAV LINKS OR MIXED, WANT TO ENABLE DRILLIT ON ALL ROWS OR COLUMNS

If no other navigation links are being used, or there is a mix, but the solution should be available on all other Rows or Columns that are not specified in a Row or Column already, follow this process:

1. Navigate to **Designer \ General Settings \ Navigation Links**
2. Then set **Linked Dashboards** to '**DRILLIT_FACD**':



OPTION 2: USING NAV LINKS IN COLUMNS OR WANT TO LIMIT DRILLIT TO SPECIFIC COLUMNS

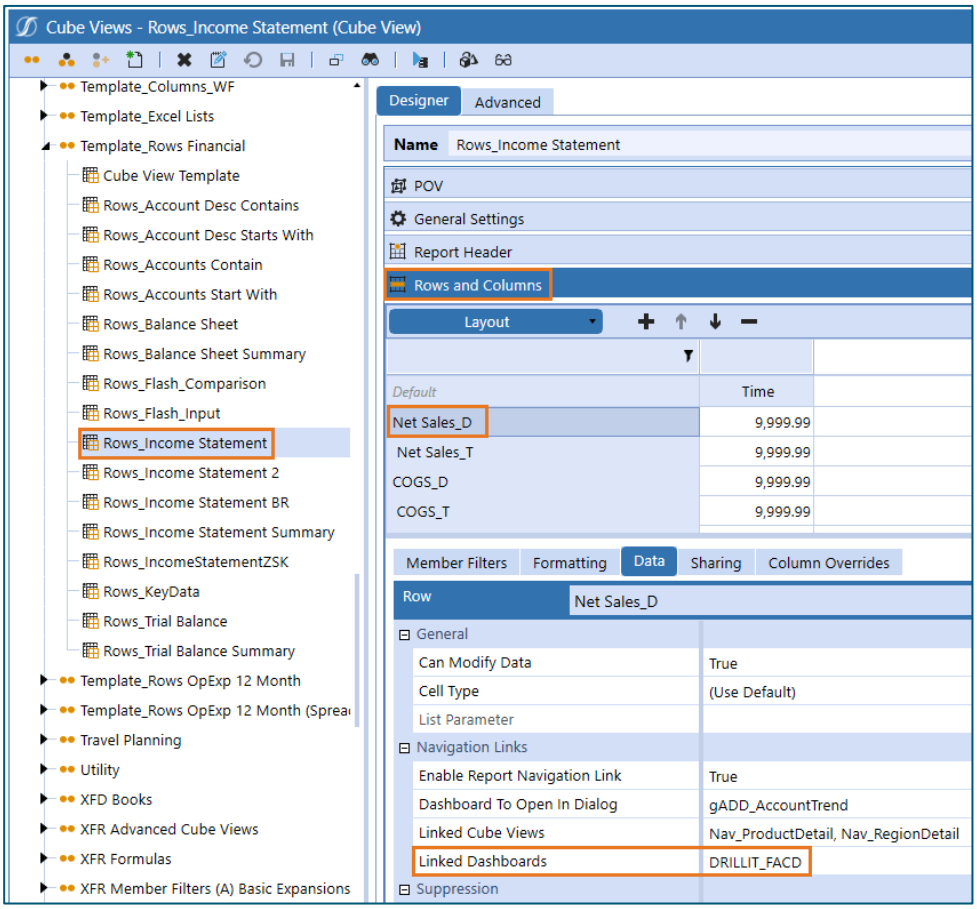
If DrillIt needs to be limited to specific columns of a Cube View or other Navigation links are active in the Columns where drilling is desired, follow this process:

4. Go to the column settings for a column.
5. Navigate to **Designer \ Rows and Columns \ Select the Column \ Select the Data tab.**
6. Update the **Navigation Links - Linked Dashboard** to **DRILLIT_FACD** as shown (Example is with a Shared Column Set)

OPTION 3: USING NAV LINKS IN ROWS OR WANT TO LIMIT DRILLIT TO SPECIFIC ROWS

If DrillIt needs to be limited to specific rows of a Cube View or other Navigation links are active in the Rows where drilling is desired, follow this process:

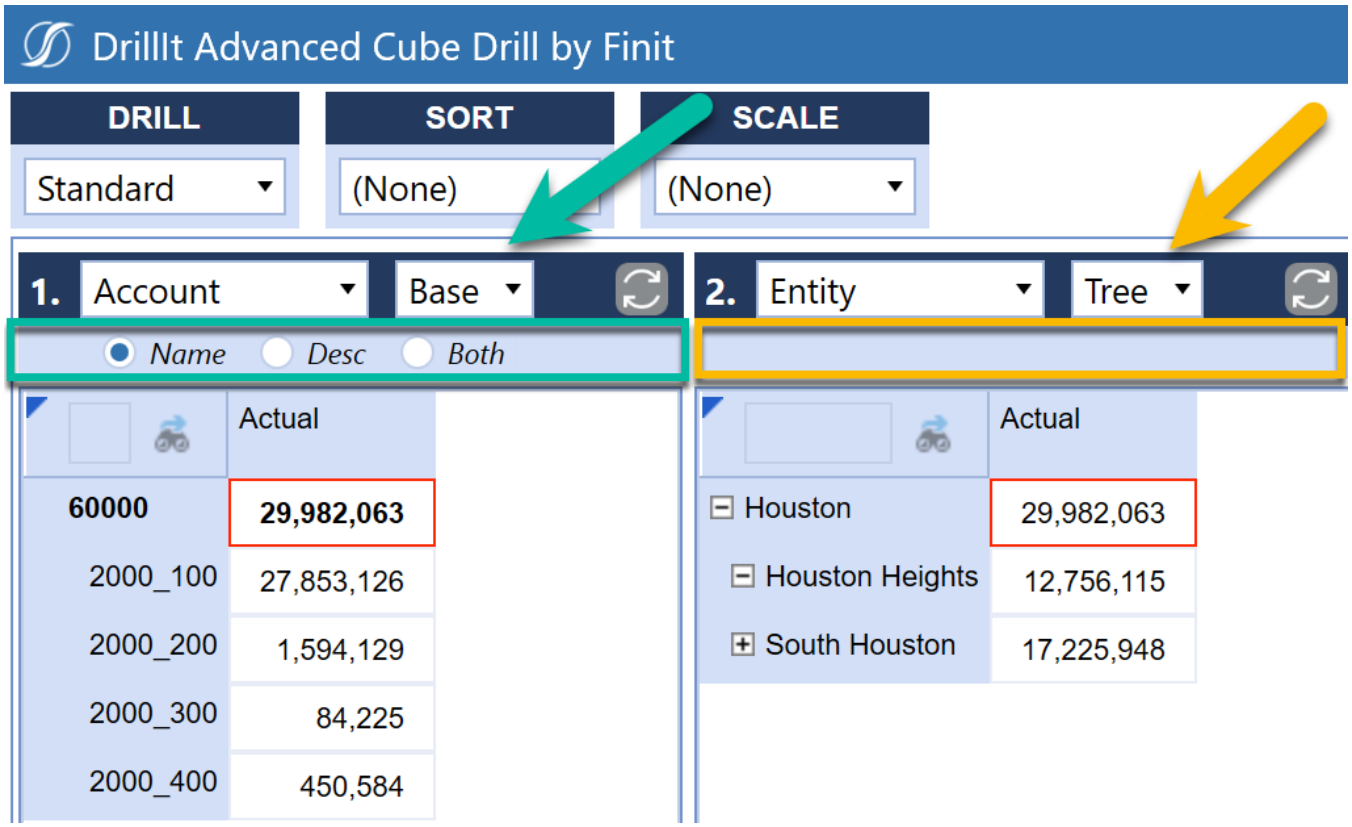
1. Go to the Row settings for a row
2. Navigate to **Designer \ Rows and Columns \ Select the Row \ Select the Data tab**
3. Update the **Navigation Links - Linked Dashboard** to be **DRILLIT_FACD** as shown:



Note: *These steps will need to be considered for all new Cube Views.*

Enable Tree Drill Name and Description (Optional)

In the solution, an Expansion option for each panel is available to show members' Name, Description, or both Name and Description in the panels while drilling. This option is not available for the Tree drill option.



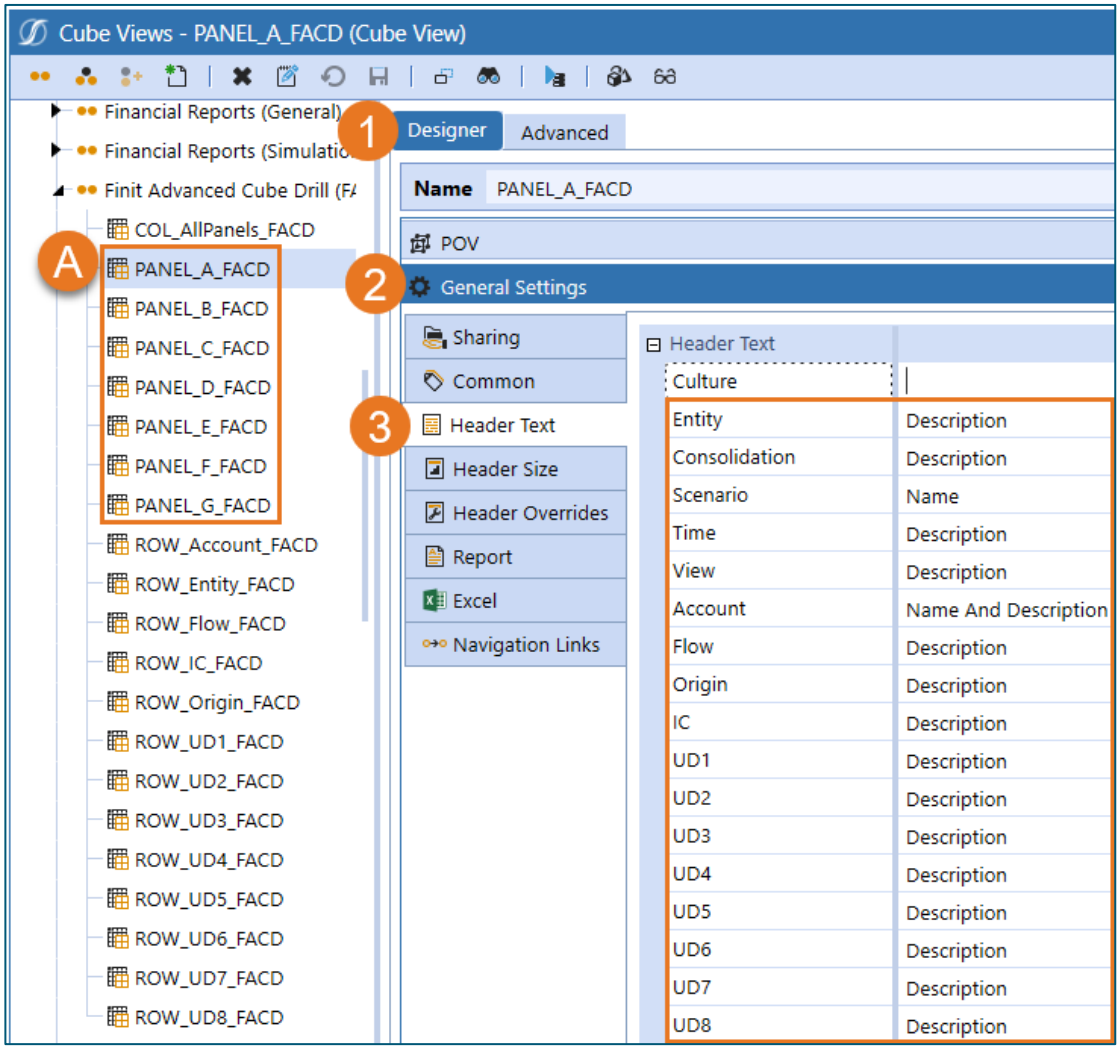
However, the Administrator can configure the drill panels to show one of these options when 'Tree' is selected based on the dimension.

For an Administrator to update these settings, they would navigate to **Application \ Cube Views ** then the **Finit Advanced Cube Drill (FACD)** Cube View group, which will show the seven Cube View Panels used in the solution (Box 'A' in the Screenshot).

To edit the settings:

6. Go to 'Designer' for the selected Cube View Panel
7. Select 'General Settings'

8. Select ‘Header Text’, then edit the settings for each dimension for how you would like them displayed when the ‘Tree’ Expansion option is selected.



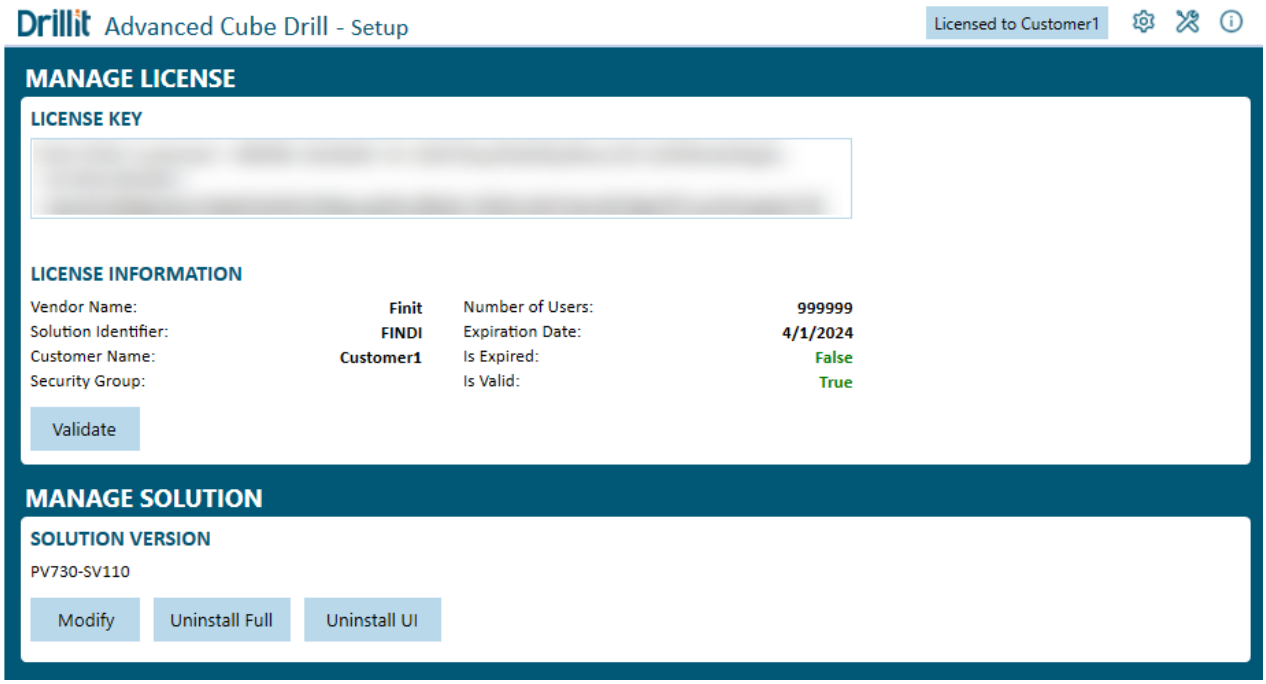
Note: *It is recommended that the settings are configured the same for all seven PANEL_ cube views, so users have a consistent experience as they drill and select dimensions for each panel.*

This should be a one-time configuration step when initially setting up this solution. However, Administrators could change these settings whenever they deem it necessary.

Setup Dashboard

The Setup Dashboard has options related to managing the license key and the solution installation.

Manage License & Solution



Manage License

This is the area where you can administer the license key.

Manage Solution

MODIFY

The Modify button will relaunch the initial Setup Wizard process if the required solution metadata members need to be created in a different dimension. Once this process is started, all steps will need to be completed to get back to the Settings page and for the DrillIt solution to function correctly.

UNINSTALL FULL

The Uninstall Full button will completely remove all the Cube Views, Dashboard Objects, Business Rules, and Metadata installed with this solution.

It will not remove the following:

- Any Cube Views configured with the Navigation Link to DrillIt
- The Navigation Link values added to Cube Views related to DrillIt
- Frequently Used POVs for All Users

UNINSTALL UI

The Uninstall UI button will completely remove all the Cube Views, Dashboard Objects, Business Rules, and Metadata installed with this solution. It will also remove all Cube View configurations for the link to DrillIt as well as any Frequently Used POVs for all users.

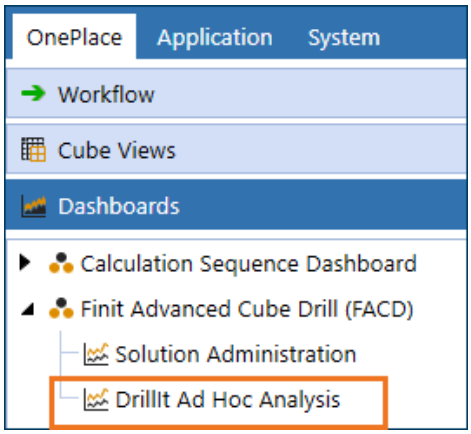
DrillIt Dashboard

The DrillIt Advanced Cube Drill solution begins from a Dashboard or Cube View and can be launched from the OneStream application or the Excel Add-in. The user will identify a financial data point they want to analyze further. Upon right-clicking on the data point, the user can navigate to DrillIt. The following sections will demonstrate how to access the tool and explain each option available to the user.

Launching DrillIt

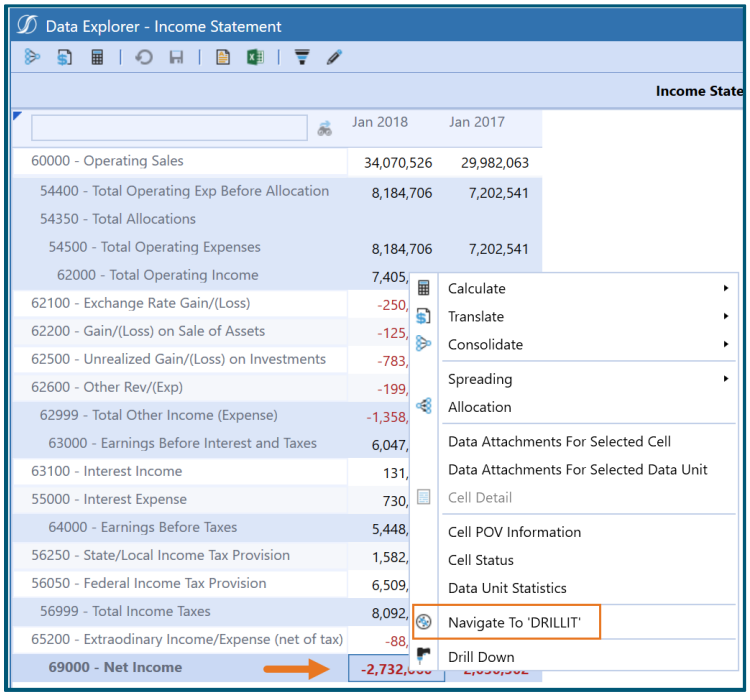
Launch from OnePlace (Ad Hoc Analysis Mode)

Navigate to OnePlace and select "**DrillIt AdHoc Analysis**".



Launch from Cube View

Right-click on the data point of interest from the desired Data Explorer view. From the resulting dialog box, select **Navigate to 'DRILLIT'**.

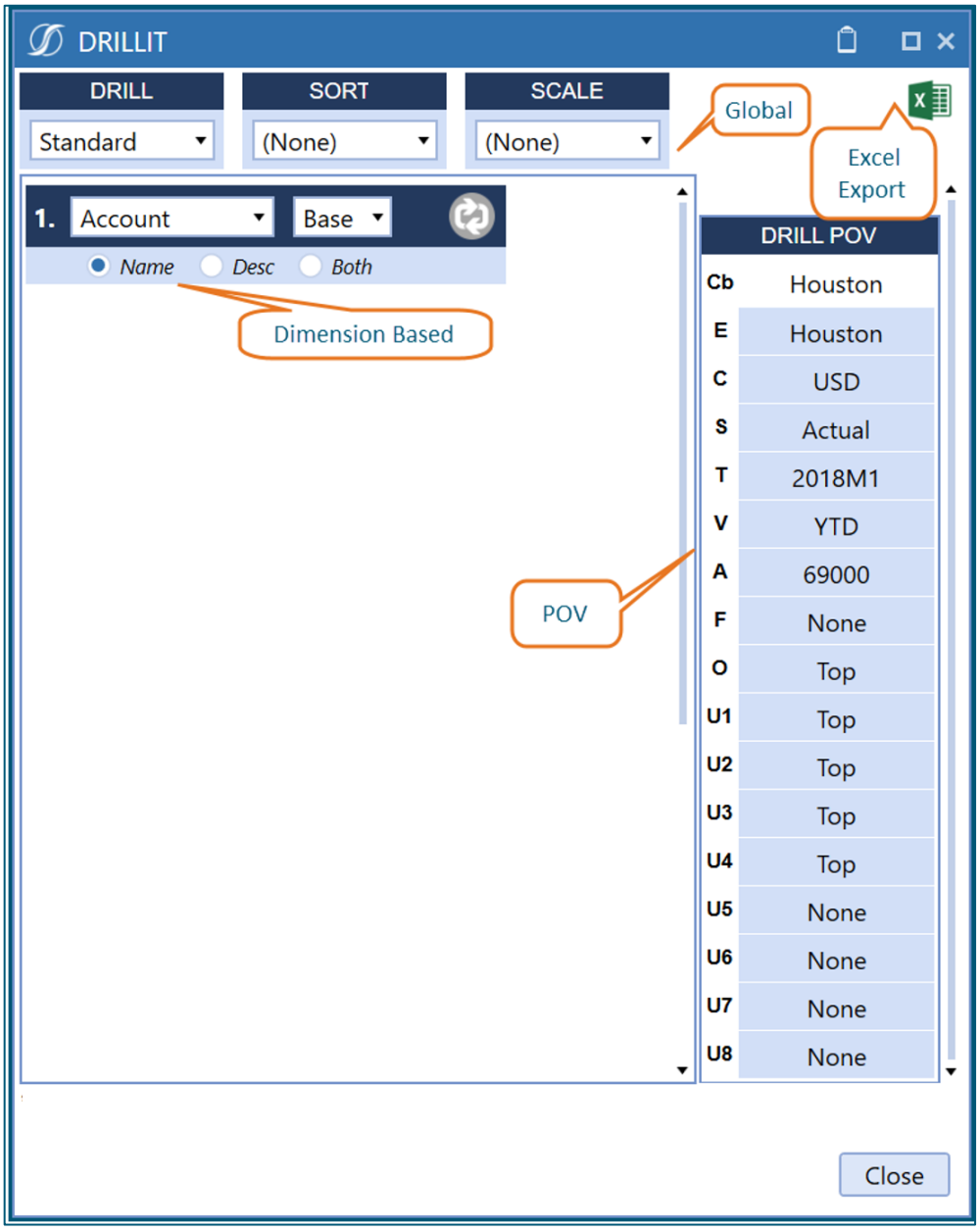


Utilizing DrillIt

Upon selecting **Navigate to 'DRILLIT'**, the user will be presented with the following screen. To use the tool, the user selects from the various options, and upon refresh, the user is presented with a more detailed view of the original data point. The selectors are grouped into Global and Dimension Based options. The following sections will examine and explain each of the available options.

***Note**: Ensure the OneStream Global POV settings are established with appropriate Entity and Time and any other dimensions necessary to return data in the application before attempting to utilize DrillIt.*

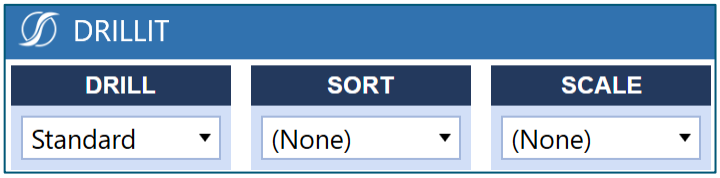
Figure 1: DrillIt User Interface



Global Selections

This section will focus on the Global options: Drill, Sort, and Scale. These selections can be set initially and updated as desired while utilizing the tool.

Figure 2: DrillIt Global Options



Drill

This drop-down option defines the fundamental type of analysis being performed.

Figure 3: Drill Option

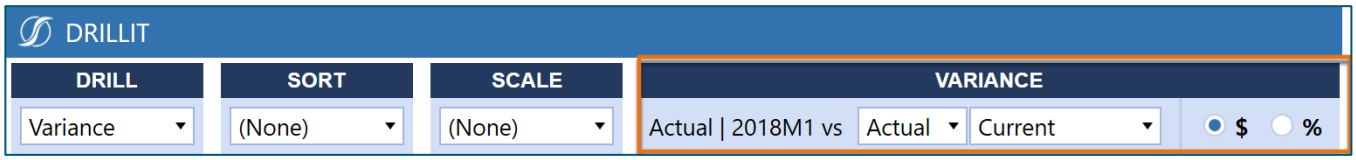
STANDARD DRILL

This is the standard ability to drill into the given data point based on desired dimensions. (See below for further details on selecting Dimensions.)

VARIANCE DRILL

In addition to drilling into a given data point, the Variance Drill option allows the user to compare the result against another scenario or time. For example, the user may desire to compare their data point against actuals from the prior period or budget from the same period. Once the Variance Drill option is selected, a new menu option window will display on the right.

VARIANCE DRILL OPTIONS



The Variance Drill option is where you select the comparison scenario and time and the view of the variances in amounts or percentages. The left side of the Comparison menu, 'Actual | 2018M1' in the example above, is dynamically tied to the user's original data point of interest. The drop-down menus to the right allow the user to select the desired comparative scenario and timeframe. Timeframe options include 'Current', 'Prior Period', 'Prior Quarter', and 'Prior Year'.

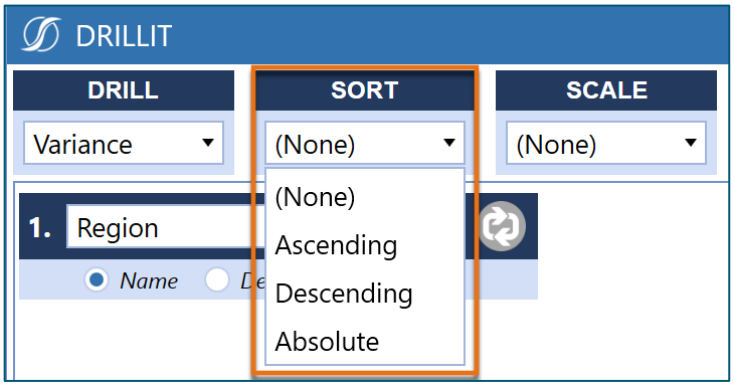
Note: *The Administrator controls Scenarios Available for comparison in the DrillIt Solution Administration Settings dashboard.*

Sort

This drop-down option impacts the order in which the data is presented. Data can be set to either Ascend, Descend, or be based on Absolute values. Using 'None' presents the data in the order the members exist in the given dimension hierarchy.

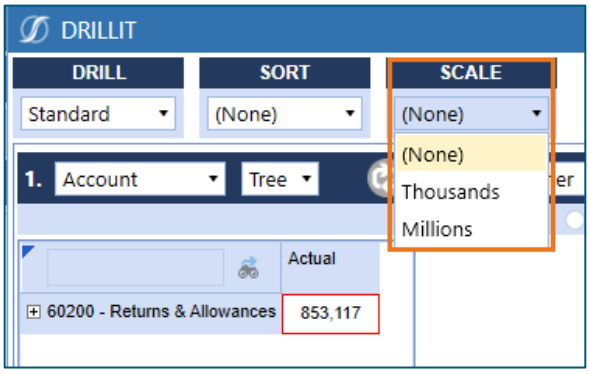
***User Tip**: This selection only applies when the given dimension is set to 'Base' or 'Children'. See below for further details.*

Figure 4: Sort Option



Scale

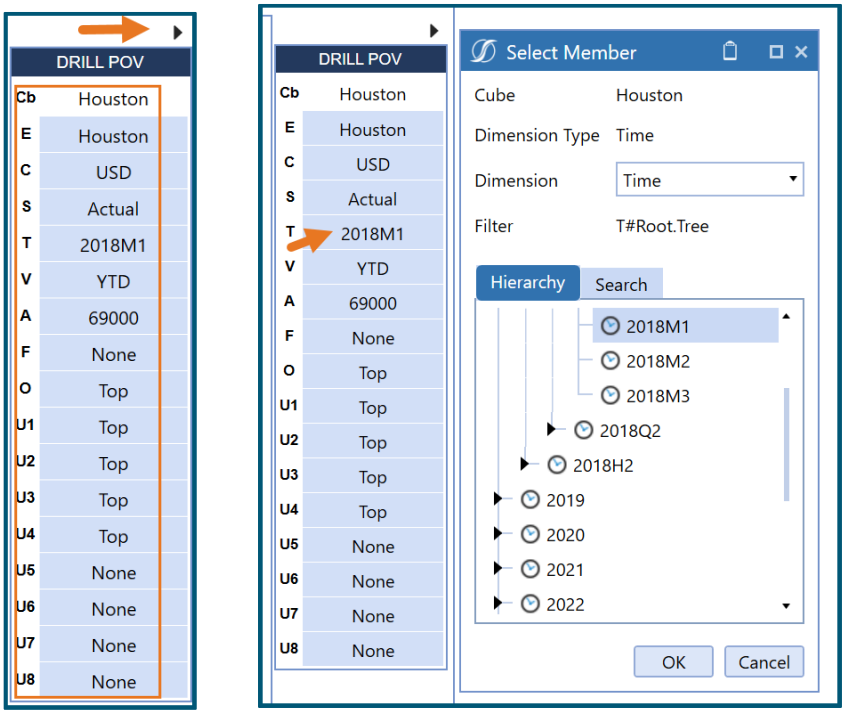
Users can choose to scale the numerical results. The drop-down option will enable a "None", "Thousands", or "Millions" scale to round the number as if it has been divided by that amount. For instance, the amount 853,117 can be displayed as is, using "None" for scale. The exact amount scaled to "Thousands" will show as 853.1, and, scaled to "Millions," will display as 0.9, rounded to the nearest decimal.



Drill POV

The POV option appears on the right by default. The small arrow on the top right can be clicked to hide or unhide the option. The shaded POV buttons are selectable and can be changed. For example – selecting the time (T) will open a **Select Member** Window to change the time.

Figure 5A and 5B: POV Option and Result of clicking the POV button

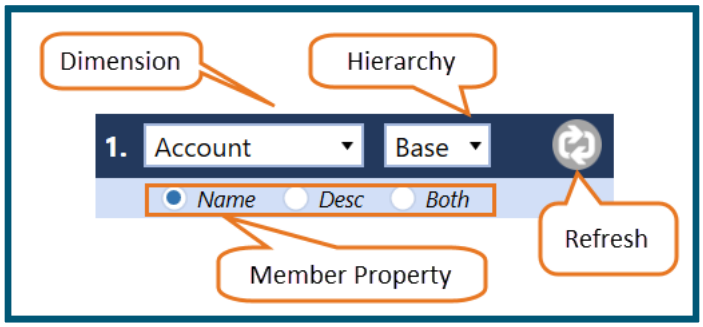


Note: Ensure the OneStream Global POV settings are established with appropriate Entity and Time and any other dimensions needed to return data in the application.

Dimension-Based Selections

This section will focus on selections made based on specific Dimensions of interest. These selections can be updated as desired while utilizing the tool. The solution allows for detailed analysis of up to seven dimensions. The following described options behave identically across all seven panels of the solution.

Figure 6: DrillIt Dimension-Based Options



Dimension Selector: This drop-down allows users to select the dimension they desire to drill down into. Account, Entity, Flow, plus all User-Defined Dimensions, are available.

Hierarchy Selector: This drop-down allows the user to select the desired member expansion. 'Base', 'Tree', 'Children', and 'Grand Children' are available. As noted above, when selecting Base, the user can change the presentation of the result using the global Sort options to simplify analysis. When selecting Tree, the data is presented based on the given dimension's complete hierarchy.

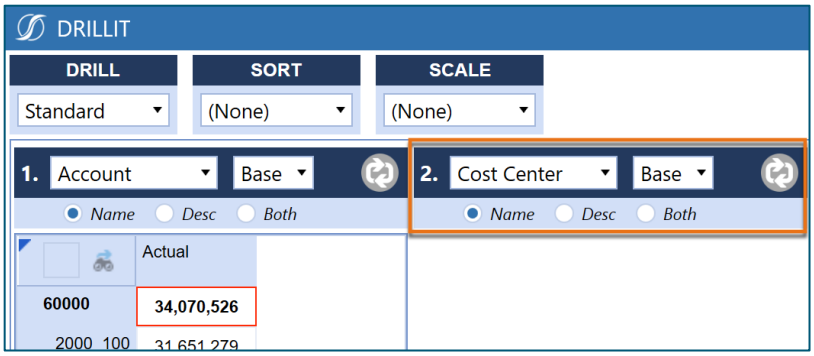
Member Property: These radio button options allow the user to define whether a member's Name, Description, or both are displayed. This option is not available if the Tree Expansion is selected.

Refresh Button: Updates the resulting data set based on the user's selections.

Drilling into Multiple Dimensions

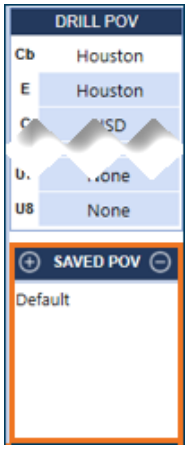
By default, as shown in Figure 1 above, the user is presented with one dimension from which to select. However, the user can readily add additional Dimensions to further analyze their data at a lower, more granular level of detail. The second-dimension drill window is displayed automatically after you refresh the first screen. The third will display after the second is refreshed, and so on.

Figure 8: Additional dimension drill



Frequently Used POVs

Frequently Used POVs, or Saved POVs, can be used to change to commonly used points-of-view quickly and easily. They can be added to, or access from, DrillIt launched directly from a Cube View or from Ad Hoc Analysis. Saved POVs are limited to 10 and are unique to each user.

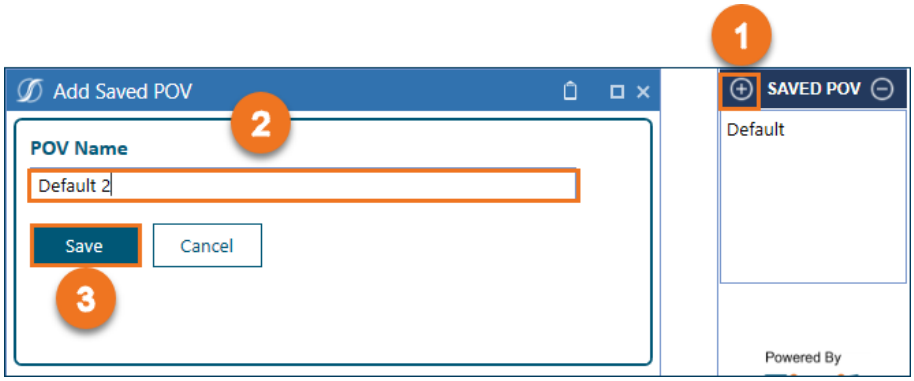


Using Saved POVs

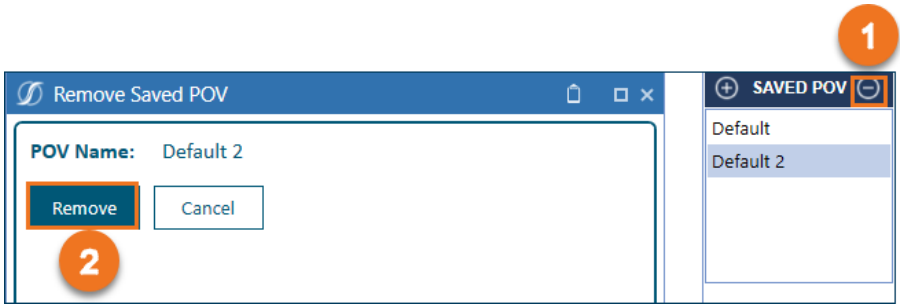
Saved POVs can be accessed from the window below the DrillIt POV. Select a Saved POV name and the DrillIt POV members will be updated accordingly.

Adding and Removing POVs

POV names are limited to 18 characters and users can have no more than 10 at a time saved. To add a POV, click on the "+" sign (1) from the "Saved POV" window, enter a name (2) and click Save (3).



To remove a Save POV, first click the Saved POV Name (1) from the "Saved POV" window. Wait a moment until the Drill POV is updated with that respective POV's values, then click the "-" sign (1). Confirm removal by clicking "Remove".



Administration Tasks

Ongoing maintenance items will depend on the design of the OneStream applications and business processes for administering specific dashboards and cube views.

Updating Available Variance Scenarios

Depending on the Scenarios that need to be available for comparison and processes in your app, for creating new Scenarios, they may need to be added to the solution. See the Variance Scenarios section for steps to add them.

Enabling Additional Cube Views

When new or additional Cube Views need DrillIt enabled, the expectation is that this will be completed by an Administrator or another role with Maintenance Access to Cube Views. Identifying, as well as linking, new Cube Views can be easily accomplished using the Bulk Cube View Maintenance feature.

See the Cube View Configuration section for details on completing this task.

Upgrading

When upgrading DrillIt, it is recommended to uninstall the prior version first. This process can be completed by navigating to the DrillIt Setup Page and, selecting the "Uninstall" button, then following any popups that appear after doing so.

Help and Miscellaneous Information

Troubleshooting & FAQs

1. When opening DrillIt from the Right-click menu of a Cube View, DrillIt does not open, and an *'Object reference not set to an instance of an object'* error occurs. Help! Why is DrillIt not opening?
    a. Please check the settings on the Cube View where DrillIt is being launched to ensure it is correctly configured with the 'Include Default NavLinks Parameters' setting set to 'True' – See the Cube View Configuration section for exact steps to follow.

For the most updated troubleshooting & FAQs, please refer to the Finit Support Portal, https://support.finit.com/.

OneStream Display Settings

OneStream solutions frequently require displaying multiple data elements for proper data entry and analysis. Therefore, the recommended screen resolution is a minimum of 1920 x 1080 for optimal rendering of forms and reports.

Additionally, OneStream recommends that you adjust the Windows System Display text setting to 100% and do not apply any Custom Scaling options.

Solution Modification Considerations

It is not recommended to rename or modify the included dashboards, components, business rules, etc., unless specified and adequately documented in a solution project's implementation documentation for future reference when upgrading solutions.

A few cautions and disclaimers when modifying a Solution:

- Significant changes to business rules or custom tables within a Solution will not be supported through normal channels as the resulting solution is significantly different from the core solution.
- If changes are made to any dashboard object or business rule, consider renaming it or copying it to a new object first. This is important because if there is an upgrade to the Solution in the future and the customer applies the upgrade, this will overlay and wipe out the changes. This also applies when updating any of the standard reports and Dashboards.
- If modifications are made to a Solution, upgrading to later versions will be more complex, depending on the degree of customization. Simple changes, such as changing a logo or colors on a Dashboard, have a relatively minor impact on upgrades. Changing any custom database tables or Business rules should be avoided and will make an upgrade even more complicated.

Package Contents and Naming Conventions

The package file name contains multiple identifiers that correspond with the platform. Renaming any elements included in the package is discouraged to preserve the naming conventions and solution integrity.

Example Package Name: FACD_PV7.3.0_SV111_PackageContents.zip

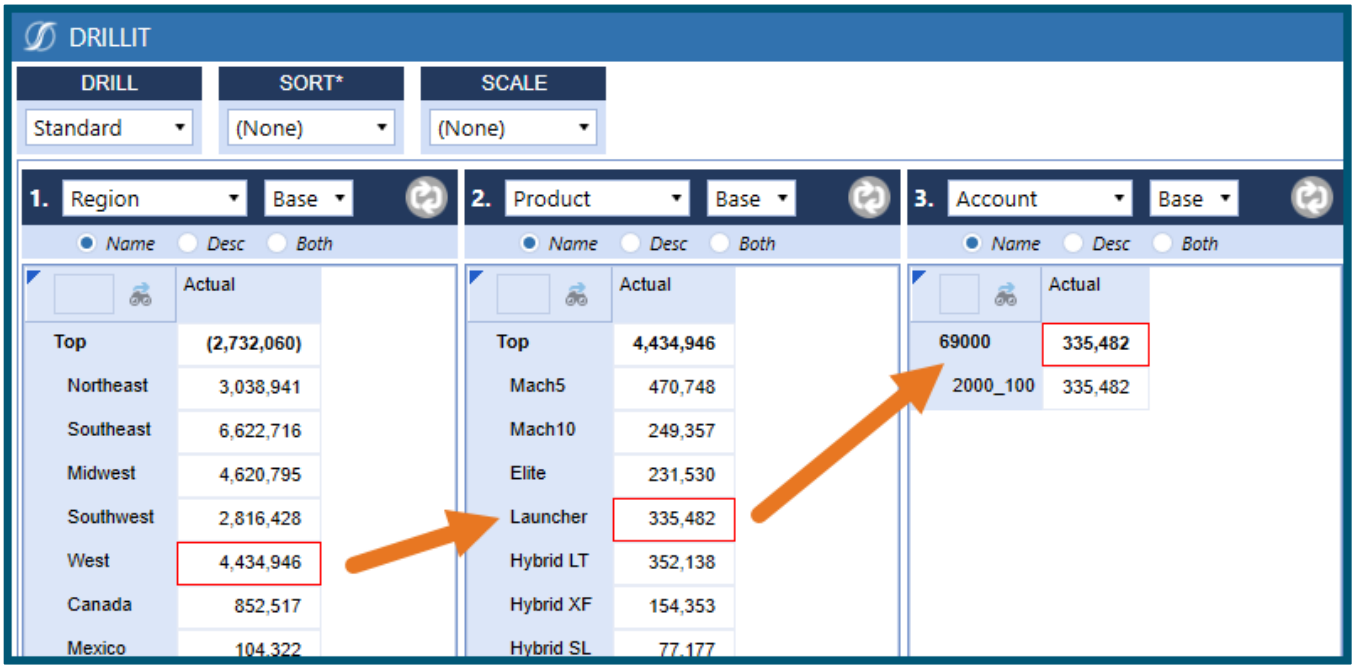
Identifier	Description
FACD	Solution ID
PV7.3.0	Minimum Platform version required to run solution
SV111	Solution version
PackageContents	File name

Examples

Two representative examples are provided to help visualize the impact of the various options above. One each for a Standard and Variance based drill.

Standard Drill Example

In the following example, the user began with the total Net Income for a given POV. Using the DrillIt solution, they could quickly drill and further analyze the data by Region, Product, then Account.



Region: In the Dimension 1 section above, our user has selected 'Region' from the Dimension Selector. Upon refresh, the original data point of 2.7M is further detailed by the various office regions (Northeast, Southeast, etc.)

Product: The user was then particularly interested in further analyzing the West region by Product. The user selected the 4.4M figure in the first panel. In the second panel, they then selected Products using the Dimension Selector and Base for their Expansion. Upon refresh, the 4.4M figure was further broken down by Product.

Account: Lastly, our user wanted to know more about the product Launcher 335K in Net Income, specifically with a breakdown by Account. Similar to the steps under Product above, they selected the 335K in the second panel, and upon refresh, the 335K figure was further broken down by Account.

***User Tip**: Administrators can add as many dimensions as desired based on the App's dimensionality. If a Dimension you expect to be able to drill on is not available, contact your Administrator so they can add it.*

Variance Drill Example

In this example, our user, in addition to details by Region, Product, and Account, also wishes to see a comparison against prior period Actuals. The steps to produce this are the same as above, with the additional step of selecting the desired comparative. Additionally, note that our user chose to see only account descriptions by selecting the 'Desc' member property radio button and to see the data in ascending order by selecting 'Ascending' from the global Sort dropdown.