



Managing a Calendar Conversion within Workforce Planning

Converting a Workforce Planning application helps an energy company provide accurate data to a new parent company.

Background:

About the Client

The client in this case study is a leader in optimized energy solutions tailored to meet the needs of wholesale and large commercial and industrial customers.

Business Issues:

In 2006, the client implemented Hyperion Planning to streamline their annual budget and monthly planning process. Their implementation included both Workforce planning and CAPEX applications.

In the spring of the following year, the client and its parent company were acquired by a larger company in the same industry.

As the new parent company operated on a January-December calendar year, this change required that the client's forecast be done using a new January – December calendar year, where previously their fiscal calendar was April – March.

Implementation Process:

Diagnosis:

The client's application relied heavily on the calendar setup for both calculations and business rules that allocate data across periods so aligning the application with the new parent's calendar was crucial. Percentix sent a team of consultants to review the applications and determine what was required to manage the change.

Additionally, while the Workforce Planning module includes 'out of the box' solutions for a client to use, extensive modifications were made to all workforce planning calculations after they were generated to provide the customization required by the client to support their budget and planning process.

Finally, the client had a deadline to begin entering data three weeks from the time they contacted Percentix for help in making the conversion. After a complete on-site application review, Percentix provided three options to the client in order to meet their timeline and needs.

The first option consisted of modifying the existing application to force calculations to calculate on a calendar year, using the existing Fiscal Year calendar. All forms and reports would need to be modified to show calendar years. This option would allow the client to meet their deadline but would contain the most risk due to the forced calendar calculations. In



addition, the web forms will be showing FY, but mimic a calendar year, and cannot include totals (Q1...Q4 and Year will not be available for reporting accurately). Finally, after the Plan is closed, a new application would have to be created and historical data, along with the new plan year data, would need to be moved over.

The second option required creating a new application with the proper calendar year and modifying existing calculations to support the new calendar year format. In addition, the input web forms will need to be updated to show the correct calendar year and months. This option would take the longest and would require the client to push back their deadlines for this year's plan cycle but would involve the least amount of rework after the final plan is complete.

The third option would allow the client to leverage the existing application for data collection and some reporting but modify it to support the new calendar year for the current plan only. To allow forms to be used for data collection Percentix would modify them so they display July 2007 through December 2009. This will allow users to enter data as they are accustomed and place the budget data in a central repository. For all calculations and Business Rules that calculate based on Fiscal Year, the collected data will have to be viewed and modified in excel via the Essbase add-in or SmartView Ad Hoc Analysis by the end users. While this option would meet the client's timeline for the plan cycle, Total time periods (Q1...Q4, Year) will be unavailable unless additional calculations are written directly in excel or SmartView. In addition, once the plan cycle was closed the new application would need to be built to accommodate the new calendar. This option required the most manual intervention by the end users.

Design:

Percentix's recommendation, and the option selected by the client would be to create the new calendar year and push back the date of their plan cycle. This brought the most value to the client as in all cases a new application would eventually need to be created.

The design of the new applications included creating two new applications for the Workforce Planning and CAPEX applications. The majority of the work would revolve around the Workforce Planning application since it included the most customization.

The workforce planning application included 11 Employee-related calculations, 12 member formulas to be updated, and 28 business rules. The CAPEX, GM and Expenses application included reviewing/modifying 30 calculations.

In addition, the Percentix team worked closely with the client's accounting team to produce new excel spreadsheets, reports, and web forms, and implement the same security model for the new applications.

Deliverables:

The deliverables for this calendar change requirement included the creation of two Planning Applications. Historical data was loaded for the previous plan year and customized for the new calendar year. This historical data could now be seen in the original application using the previous Fiscal Calendar and in the new applications with the calendar year supported by the new parent company.

Modification of required calculations, member formulas, and business rules was necessary to complete the transition.

A development environment and production environment was implemented to accommodate future growth and testing. UAT and Unit testing were performed on both applications by Percentix and the client to ensure successful business processes and data integrity.

Deployment:

Percentix's extensive experience with Hyperion's applications and knowledge of best practices led to a successful implementation of the new applications in just seven weeks.

From our client's resources, the Director of Financial Systems was instrumental in providing



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the appropriate resources for the engagement and functional expertise on all application modifications.

In addition to helping the client achieve its goals and complete a successful planning cycle,

Percentix reviewed and advised on training manuals, provided documentation for calculations and variables and developed new processes to assist the rollout of future planning cycles.

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