

What is the Project Team Reference dashboard?

The Project Team Reference dashboard provides a report of team members, their roles, and their committed effort for Sponsored Projects. It can be filtered by Award Operating Unit, Award, Project, Project Role, Team Member Name, and it the project is current or not.

NOTE: the committed effort listed in this report reflects the effort level specified in the original proposal to the agency or otherwise explicitly negotiated with the agency prior to the award. Similarly, the team members listed here are from the original proposal.

Where do I find this report in EBI?

- 1. Log in to EBI: <u>https://dwbi.emory.edu/analytics</u>
- 2. Click on the Dashboards Menu in the upper right corner
- 3. In the FMS Sponsored folder, click the ***Project Team Reference*** link.

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Selecting Prompts

1. Select a Project, or choose All Column Values and select values for other prompts as needed.

NOTE: The Current Projects prompt defaults to All Column Values. Selecting Current will display projects where today's date falls between the Project Begin and Project End dates. Selecting Noncurrent will display projects where the Project End date is in the past or the Project Begin Date has not occurred yet.

	(All Column Values)	•
	🗹 (All Column Values)	
	Current	
A	Noncurrent	

Project Team Reference Award Operating Unit (All Column Values) • Award (All Column Values) • * Project --Select Value--• Project Role (All Column Values) • Team Member Name (All Column Values) v Current Projects (All Column Values) Apply Reset 🔻

2. Click Apply.

TIP: Remember, a required prompt is indicated by an *. The only required prompt on this page is the Award Operating Unit prompt. '(All Column Values)' is a valid prompt selection even for required prompts.

NOTE: There is no time prompt for this report. Data will display as of today's date or based on the Current Projects prompt selections.

Available Views for the Report

After you have applied your prompts and results have populated on the report, you will see a view selector drop down menu near the middle of the page. There are two views available for the Project Team Reference dashboard.





1. The Award Dept View is the default view for the report. It sorts the results by Award Department, Award, Award PI, and Project.

			View Selector Award Dept View •						
Award Dept	Award	Award Pl	Project	Project Begin Date	Project End Date	Team Member	Project Role Desc	Planned Project Role	Committed Effort
736000- SOM: Pathology: Admin	0000021698- IAVI Atlanta 2013: Non Federal	Allen,Susan	00030090- SOM Path: IAVI ATL 2013 Non Fe	01/01/2013	12/31/2013	Allen,Susan	Principal Investigator	PI	0%
			00030091- Yerkes IAVI ATL 2013: Non Fede	01/01/2013	12/31/2013	Allen,Susan	Principal Investigator	PI	0%
						Hunter,Eric	Co-Investigator	COIN	0%
			00030092- ECON IAVI ATL 2013: Non Federa	01/01/2013	12/31/2013	Allen,Susan	Principal Investigator	PI	0%
						Streeb,Gordon L.	Co-investigator	COIN	20%
816000- SPH: Global Health	0000001273- LATENT TUBERCULOSIS INFECTION	Del Rio,Carlos	G5277253-LATENT TUBERCULOSIS INFECTION	06/01/2009	11/30/2011	Del Rio,Carlos	Principal investigator	PI	1%
821300- YRK: NND-Neuroscience	0000001920- RICE AND PEAS IN THE DIASPORA	Tookes, Jennifer S	G6379823- RICE AND PEAS IN THE DIASPORA:	07/01/2009	07/31/2010	Brown,Peter J	Co-investigator	COIN	0%
						Tookes, Jennifer S	Principal Investigator	PI	100%

Additional columns are available to include in the report. Simply right click on any column header and navigate to Include Column to see available options.

Award	†↓ Sort	Column 🕨	Project			
0000021698- IAVI Atlanta 2013: Non I	Exclude	e column	00030090- SOM Path;			
	Include column 🔓		Principle Investigator Id			
	Move C	olumn 🕨	Planned Begin Date	ľ		
			Planned End Date			
			Team Member Classification	A		
			Team Member Indicator			
000001273-LATENT TUBERCULOS	315	Del Rio Ca	Team Member ID	1		
NFECTION		Derrue, et	Award Begin Date	Ĩ		
0000001920- RICE AND PEAS IN THE DIASPORA:		Tookes,Je	Award End Date) F		
			0			

2. The **Team Member View** sorts the results by Team Member name, and includes a subtotal for Committed Effort by the Team Member.

View Selector	Team Member View 🔻	
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Team Member	Award	Award PI	Project	Project Begin Date	Project End Date	Project Role Desc	Committed Effort
Abramowitz,Ann J	0000001304- IPA	Abramowitz,Ann J	G5256110- IPA	09/01/2007	08/31/2009	Principal Investigator	14%
	0000010035- Intergovernmental Personnel Ag	Abramowitz,Ann J	00008388- Intergovernmental Personnel Ag	09/01/2010	08/31/2012	Principal Investigator	5%
			00019779- Assignment Agreement - CDC - M	09/01/2011	08/31/2012	Principal Investigator	0%
Abramowitz,Ann J Total							19%
Acker, Timothy M	0000007951- Rational Design of NMDA NR2C/D	Acker, Timothy M	00005062- Rational Design of NMDA NR2C/D	06/23/2010	04/30/2013	Principal Investigator	100%
Acker, Timothy M Total							100%
Agichtein, Yevgeny Eugene	0000002068- ENRICHING FEATURE REPRESENTATI	Agichtein, Yevgeny Eugene	G6396860- ENRICHING FEATURE REPRESENTATI	03/13/2009	03/14/2011	Principal Investigator	1%
	0000003135- ROBUST KNOWLEDGE ACUISITION FR	Agichtein, Yevgeny Eugene	G6373303- ROBUST KNOWLEDGE ACUISITION FR	08/01/2009	07/31/2010	Principal Investigator	5%
	0000008173- Modeling and Inferring Searche	Agichtein, Yevgeny Eugene	00005454- Modeling and Inferring Searche	09/01/2010	08/31/2014	Principal Investigator	8%



TIP: You can customize any report by right clicking on the column header. You can also customize the report by clicking on an individual cell to "Keep Only" or "Remove" that specific data. For more tips on customizations, see the <u>Using Customizations in EBI</u> job aid.

IMPORTANT NOTE: The committed effort listed in this report reflects the effort level specified in the original proposal to the agency or otherwise explicitly negotiated with the agency prior to the award. Many agencies allow a reduction in effort up to a certain threshold without agency prior approval (usually up to a 25% reduction). Effort reductions greater than this allowable threshold must have prior approval from the agency. Committed effort in Compass will be updated only upon the explicit approval of a change in effort.

More Information:

For additional assistance, please contact the Analytics & Reporting team via the **Finance Support Center**. Choose **Emory Business Intelligence (EBI)/Reporting** as your ticket category.