Department ID Lookup and Tree Viewer

Department Tree Viewer

The Department Tree Viewer displays all Department IDs within their assigned Organizational Level. The tree shows the six (6) digit Department ID and Department description.

Note: The old Department IDs are included in this list as the first entry in each of the new department levels. For example, 00028 is the first entry under the new department ID of 510000. These old Department IDs are here for security permission settings and should not be used for transactions.

PeopleSoft Trees are built using parent and child nodes. Each department ID is a node within the Department Tree. Querying parent nodes will return results for all children nodes.

For example: To return the entire AGS department I would use the department ID node of 510000. If I wanted to query just the ETS division within AGS I would use 510160.

- 0001 State of Hawaii
 - o 0002 Executive Branch
 - XXxxxx [Department]
 - XXxxxx [Division]
 - XXxxxx [Branch]
 - XXxxxx [Section]

• XXxxxx - [Unit]

Display and Select T	×	
		Help
Set ID STATE	Effective Date 03/01/2020	
Tree Name DEPT_SECURITY		
<u>00001</u> > <u>00002</u> > <u>150000</u> > <u>150001</u> > <u>150003</u> > 150004		
Collapse All Expand All Find First Page ④	58 of 6330 🗼 Last Page	
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Building queries with the Department tree

Prior to March 2020, when creating criteria filters in queries, the DEPT ID would be filtered using a constant value for the whole department. Now that the departments have are broken up into their Organizational Levels, the Departmental Security Tree must be used to query more than one, or the Entire Department.

Create or modify an existing DEPT ID Criteria.

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Records	Query Expressions	Prompts	Fields Criter	ia Having	Dependency	Transformations	View SQL	Run
Query N Add Criteria	ame HI_DEPTID_QRY	ria	Reorder Criteria	Descri	ption		S Fe	eed 👻
Criteria						1-3 of 3	3 • •	
Logical	Expression1		Condition Type	Expression 2		Edit	Delete	
•	A.EFFDT - Effective Date		Eff Date <=	Current Date		Edit	-	
AND •	A.SETID - Set ID		equal to	STATE		Edit	-	
AND •	A.EFF_STATUS - Status as Effective Date	s of	equal to	А		Edit	-	
Save	Save As	New Query	F	Preferences	Properties			
	Publish as Feed	Publish as Pivo	t Grid N	New Union				

Change the condition type to be "in tree"

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Edit Criteria Properties	i
Choose Expression 1 Type	Expression 1
I Field	Choose Record and Field
© Expression	Record Alias.Fieldname Q A.DEPTID - Department
*Condition Ty Choose Expression 2	rpe in tree v Expression 2
Tree Option	Select Tree Node List
Tree Prompt Option	
	Node List
	Node List Display Detail Values New Node List

Under Choose Expression 2 type:

- Tree option: hard code the node into the query.
- Tree Prompt Option: prompt the user for the proper tree when they run the query.

Under "Select Tree Node List" select "New Node List".

Selecting the Node

"Select a Tree" window opens when selecting the tree from the Query builder or the Query prompt.

Enter the Tree Name "DEPT_SECURITY" and select the tree with "Departmental Security" as it's description.

			S	elect a Tree			×
							Hel
Tree Name	contai	ns		JRITY	Sear	ch	
Select a Tre	e			Q I		1-11 of 11 🔹 🕨	View All
Tree Name		Set ID	SetControlValue	Effective Date	Descrip	tion	Saved As
DEPT_SECU	RITY	STATE		01/01/1901	SOH HR	Security Tree	Valid Tree
DEPT_SECU	RITY	DOE		01/01/1951	DOE De	pt Sec Tree	Valid Tree
DEPT_SECU	RITY	UH		01/01/1951	UH Dept	Sec Tree	Valid Tree
DEPT_SECU	RITY	HHS		01/01/1951	HHSC D	ept Security	Valid Tree
DEPT_SECU	RITY	JUD		01/01/1951	JUD Dep	ot Security	Valid Tree
DEPT_SECU	RITY	LEG		01/01/1951	LEG Dep	ot Security	Valid Tree
DEPT_SECU		STATE		07/01/2015	SOH HR	Security Tree	Valid Tree
DEPT_SECU	RITY	SDM		01/01/2019	SDM De	pt Security Tree	Valid Tree
DEPT_SECU		OHA		01/01/1951	OHA Dep	partment Security Tree	Valid Tree
DEPT_SECU		SDM		01/01/1951	SDM De	pt Security Tree	Valid Tree
DEI 1_3ECO	IXI I	STATE		03/16/2020	Departm	ental Security	Valid Tree
Cance	4	1					
		1					

The Department Tree will appear asking you to select the proper tree nodes needed to run the query.

Display and Select TreeNodes					
Set ID Tree Name I Selected Nodes I	STATE DEPT_SECURITY .ist	Effective Date 03/16/2020			
Manual Selection 00001 >00002 >110000 Collapse All Expand All	Find	First Page 🔹 42 of 6330 🛞 Last Page			
28 00001 - State of Harvaii 28 00002 - Executive Bra 28 10000 - AGR 20003 - Agricu 20003 - Agricu 201040 - AGR 201040 - AGR 201140 - AGR 201040 - AGR	nch Charles Ofc-Chairpsn Aso ARMD Agr Loan Div Oilty Assur Div AgrDevDiv PlantindDiv Anml Ind Div				

- Collapse Tree Node
- Expand Tree Node
- Expand Node Hierarchy Open all nodes under current selected node
- Add Node to Selected List Add the current selected node to the Selected node List. All nodes in this area will be used for the Query.

When you find the appropriate Department ID, click on its description to select it, and use the "Add Node to Selected List" button to add it to the Selected Nodes List.

Display and Select TreeNodes						
Set ID STATE Tree Name DEPT_SECURITY	Effective Date 0)3/16/2020				
Selected Nodes List						
🗀 110000 - AGR 🛛 😤 🛛 💺						
Manual Selection	First Deve (4) - (2000) (4)	Leet Dees				
Collapse All Expand All Find	First Page 🔍 42 of 6330 🕑	Last Page				
00001 - State of Hawaii 60002 - Executive Branch 61 10000 - AGR 62 110000 - AGR 62 110001 - AGR/OFC-Chairpsn 61 10001 - AGR/Aso						

Note: if the node has any children, those children will also be included. In the example above, all department IDs under "110000 - AGR" will be included in the query. If "110004 - AGR/Aso" was selected, only that Department ID and its children will be queried.

Scroll Down until you see OK to finish the node Selection.



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If you are filling in a query prompt, a dialogue box will appear to verify your selection. Press Okay to run.

Tree Prompts: [DEPTID = STATE,,DEPT_SECURITY,2020-03-16,110000]
OK Cancel

If you are creating or modifying an existing query, Press OK on the "Edit Criteria Properties" page to apply your changes.

Dept ID selected within Query

AND •	A.DEPTID - Department	in tree	STATE,,DEPT_SECURITY,2020- 03-16,110000	Edit	-
Dept ID with	Prompt				
AND •	A.DEPTID - Department	in tree	ТР	Edit	-