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Reserve Component Automation (RCA) Program

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Administration Guide (AG) for the Standard Installation/Division Personnel System (SIDPERS) SIBXweb Version 1.00.00.00

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Table of Contents

1 Introduction..... 6

1.1 EPS Board Dates 6

1.2 Alert System 6

1.3 Menu Options 7

1.3.1 Disabling Sections 7

1.3.2 External Apps Menu 7

1.4 General Settings 8

1.4.1 MilPO Orders Start Date..... 8

1.4.2 UMR Note Color..... 8

1.4.3 OESTS Filters 8

1.5 Dashboard..... 8

1.5.1 RSP UPC’s..... 9

1.5.2 Graph Settings..... 9

1.6 Job Status..... 9

1.7 SIBXforms..... 9

2 NG Security Roles 10

2.1 SIBX Full Access 10

2.2 SIBX Users (ALL USERS MUST HAVE THIS)..... 10

2.3 SIBX G1 SIB 10

2.4 SIBX G1 ENL 10

2.5 SIBX ADOS Tracker..... 10

2.6 Discharged Profiles 10

Appendix A Acronyms and Definitions..... 11

List of Figures

Figure 1-1 Configuration Screen 6

Figure 1-2 EPS Board Dates 6

Figure 1-3 Alert System..... 6

Figure 1-4 Menu Options..... 7

Figure 1-5 External Apps Menu 7

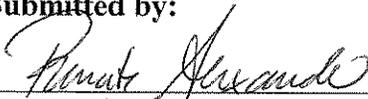
Figure 1-6 General Settings 8

Figure 1-7 Dashboard 9



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Date 15 July 2014

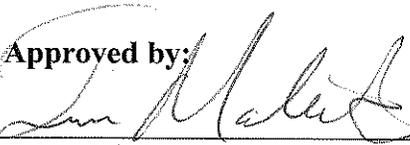
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1 INTRODUCTION

SIBXweb has a built in configuration section designed to allow each States to configure SIBXweb to meet their needs. SIBX Configuration can be found under the My Tools section of the SIBXweb Menu. Most options in the configuration section will be set by default on installation. From the configuration screen (Figure 1-1) you can configure your EPS Board Days, System wide alerts, Menu Options, General Settings, Dashboard Configuration, Job Statuses and SIBXforms. Each section is covered in detail below.

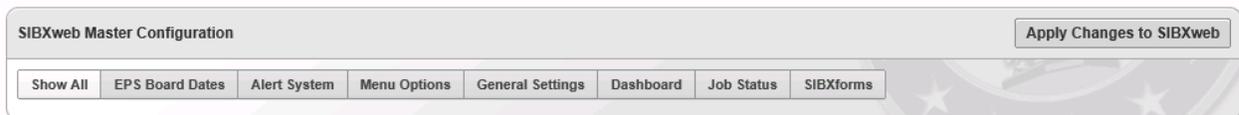


Figure 1-1 Configuration Screen

1.1 EPS BOARD DATES

The EPS Board dates (Figure 1-2) are used by multiple reports to calculate Time in Grade / Time in Service for use by the EPS System. These reports include the Promotion Eligibility Rosters.

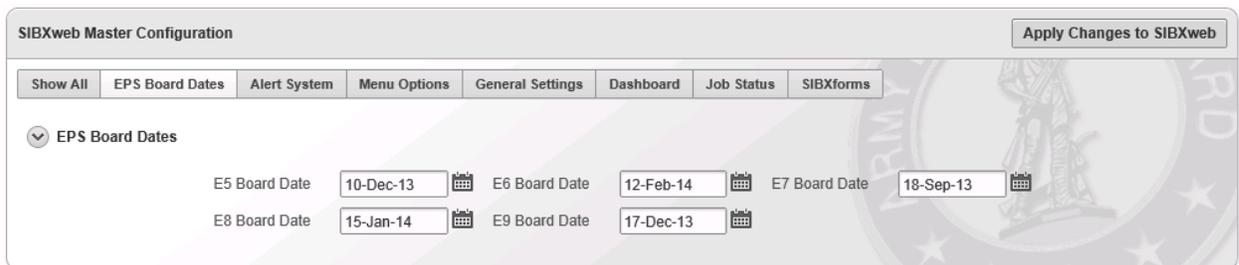


Figure 1-2 EPS Board Dates

1.2 ALERT SYSTEM

The Alert System (Figure 1-3) will allow you to display an alert message across the top of all SIBXweb pages. You can set the color of the Title, the Title itself, the date the message will stop displaying, and the message body.

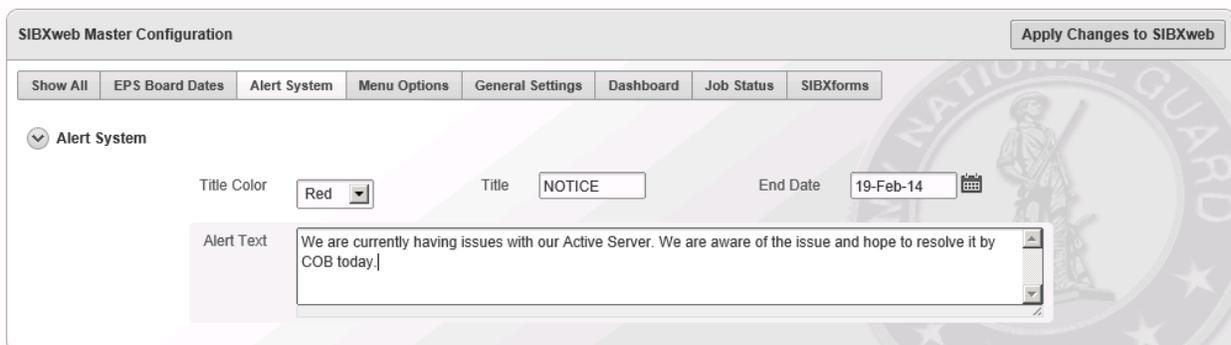


Figure 1-3 Alert System



1.3 MENU OPTIONS

1.3.1 Disabling Sections

Menu Options (Figure 1-4) allows you to turn sections of SIBXweb on and off as your state chooses. An example would be if your state does not want to show MilPO Orders in SIBXweb, just select OFF next to MilPO Orders. All pages that have sections with MilPO Orders will no longer show that content.

Some features shown below are not in all versions of SIBXweb

Menu Options

MILPO Orders Tracker	<input checked="" type="radio"/> ON <input type="radio"/> OFF	Pay Mismatch Report	<input checked="" type="radio"/> ON <input type="radio"/> OFF	USR Scrub	<input checked="" type="radio"/> ON <input type="radio"/> OFF
ADOS Packet Tracker	<input checked="" type="radio"/> ON <input type="radio"/> OFF	Recruiter Reservations	<input checked="" type="radio"/> ON <input type="radio"/> OFF	ATRRS Scrub	<input checked="" type="radio"/> ON <input type="radio"/> OFF
SIBX Forms	<input checked="" type="radio"/> ON <input type="radio"/> OFF				

Figure 1-4 Menu Options

1.3.2 External Apps Menu

The External Apps Menu (Figure 1-5) allows States to add items to the menu. You can set the Title of the link under Display and place the URL it will link to.

Display	Url
<input type="checkbox"/> DSIB & SIDPERS	https://ngutsvdrc291600.ng.ds.army.mil:8890/forms/frmservlet?config=SIDPERS
<input type="checkbox"/> DSIB Manager	?p=100
<input type="checkbox"/> Enlisted Reservation System	?p=116.2
<input type="checkbox"/> Family Assistance	?p=100
<input type="checkbox"/> G1 Awards Tracker	?p=100
<input type="checkbox"/> NG Security Manager	?p=143
<input type="checkbox"/> NGABS	?p=101
<input type="checkbox"/> RCAS Web	https://ngutsvdrc2912.ng.ds.army.mil/rcasweb
<input type="checkbox"/> STEMS	?p=119
<input type="checkbox"/> SnF-IPERMS	https://iperms-ut.hrc.army.mil/rms
<input type="checkbox"/> State Tuition Tracker	?p=100

Delete Selected Rows Submit Row Changes Add Row

Figure 1-5 External Apps Menu



1.4 GENERAL SETTINGS

The General Settings tab (Figure 1-6) contains miscellaneous fields used within SIBXweb.

The screenshot shows the 'SIBXweb Master Configuration' interface. At the top right is a button labeled 'Apply Changes to SIBXweb'. Below this is a navigation bar with tabs: 'Show All', 'EPS Board Dates', 'Alert System', 'Menu Options', 'General Settings' (selected), 'Dashboard', 'Job Status', and 'SIBXforms'. The 'General Settings' section is expanded, showing: 'State ID Code' with a text box containing 'NJ'; 'Milpo Start Date' with a text box containing '16-JAN-14' and a calendar icon; 'UMR Note Color' with a dropdown menu showing 'Red'; and 'OESTS Filters' with checkboxes for C, G, I, M, N, Q, R, U, and X. Below the filters is a note: 'Select the options your state uses to build your Unit Structure Tree. This will filter your PERS_UNIT_TBL for use in SIBXweb Only.' A large, faint watermark of the Army National Guard seal is visible in the background.

Figure 1-6 General Settings

1.4.1 MilPO Orders Start Date

The MilPO Orders Start Date should be the date that SIBXweb was installed. This field is used by the Automated MilPO Order Tracker. By setting this date, SIBX will not try to match orders before this to see if they are completed. We do not recommend changing this date.

1.4.2 UMR Note Color

The UMR Note Color will change the color that notes appear on the UMR. This can also be set by the end user in their individual User Configuration found under User Tools – User Settings.

1.4.3 OESTS Filters

The OESTS Filters determine what Units in your PERS_UNIT_TBL are to be used by SIBXweb. This is important as most States contain historical unit information in this table and will not be needed by SIBXweb.

1.5 DASHBOARD

The Dashboard tab (Figure 1-7) contains different settings for the main page of SIBXweb.



UPC	Unit Name
8BKYL	NJARNG ELE JFHQ FWD20
77734	RECRUITING & RETENTION COMMAND
QM2T3	DET 3 HHC 2D BN 102D ARMOR

1 - 3

Strength Red Line:	<input type="text" value="90"/>	%	Strength Yellow Line:	<input type="text" value="95"/>	%	Strength Green Line:	<input type="text" value="100"/>	%
DMOSQ Red Line:	<input type="text" value="70"/>	%	DMOSQ Yellow Line:	<input type="text" value="80"/>	%	DMOSQ Green Line:	<input type="text" value="90"/>	%
NCOER/OER Red Line:	<input type="text" value="15"/>	%	NCOER/OER Yellow Line:	<input type="text" value="10"/>	%	NCOER/OER Green Line:	<input type="text" value="5"/>	%
Strength Goal:	<input type="text" value="105"/>	%						

These numbers affect the colored lines that show in the Dashboard graphs.
The Strength Goal effects the overall ranking system.

Figure 1-7 Dashboard

1.5.1 RSP UPC's

The RSP UPC's section will be a list of all your Recruit Sustainment Program UPC's. By listing them here, SIBXweb will remove those service members in the RSP system from statistics and reports relating to Duty MOS Qualifications, APFT Requirements, and more.

1.5.2 Graph Settings

On the SIBXweb Dashboard there are interactive graphs available under each section. Here you can configure the lines and goals of each graph that contain the respective information.

1.6 JOB STATUS

The Job Status tab will show you the status of the back end functions within SIBXweb. This will help you determine if your SIDPERS data is feeding SIBX. If any job is listed as broken, you will want to notify your States DPI/J6.

1.7 SIBXFORMS

The SIBXforms tab allows you to set your States Header and Signature blocks. These fields can then be used in your custom SIBXforms as form fields. You can also monitor and modify templates that others have submitted.



2 NG SECURITY ROLES

The following NG Security Roles are used by SIBXweb and what they do are listed below. If a role is not listed below, it is no longer used or is being reserved for future features of SIBXweb.

2.1 SIBX FULL ACCESS

The SIBX Full Access role will grant access to every page and part of SIBXweb including the SIBXweb Configuration section. This role is reserved for your G1 and SIDPERS Chief.

2.2 SIBX USERS (ALL USERS MUST HAVE THIS)

The SIBX Users role is the base access role and is required for ALL end users regardless of other roles assigned. The UPC and Expiration Date set in this role will determine what information the user can view and for how long.

2.3 SIBX G1 SIB

The SIBX G1 SIB role is for your State G1 personnel. This will grant access to different State level audits, permissions to grant public reports in Custom Reports and access to General Officers Soldier Profiles.

2.4 SIBX G1 ENL

The SIBX G1 ENL role is for your G1 Enlisted Branch. This is used to manage the workflow on the MilPO Orders tracker when orders are marked as needing some type of amendment.

2.5 SIBX ADOS TRACKER

This role is for ADOS Managers that will be using / creating entries into the ADOS Tracker.

2.6 DISCHARGED PROFILES

This role grants access to reports and Soldiers Profiles of soldiers that are no longer in the National Guard. Normally this role is for USPFO Pay personnel that are consolidating travel cards and other like projects.



APPENDIX A ACRONYMS AND DEFINITIONS

The acronyms and their definitions used in this document are listed in the table below.

Acronym	Definition
AAS	Assisted Acquisition Services
ADOS	Active Duty Operational Support
APFT	Army Physical Fitness Test
BMD	Business Management Division
DPI/J6	Data Processing Installation/ Joint Staff, Command and Control
ENL	Enlisted
EPS	Enlisted Promotion System
FAS	Federal Acquisition Services
FEDSIM	Federal Systems Integration and Management Center
GSA	General Services Administration
MilPO	Military Personnel Office
MOS	Military Occupational Specialty
NG	National Guard
OESTS	Organization Status Code
RSP UPC	Recruit Sustainment Program UPC
SIB	SIDPERS Interface Branch
SIDPERS	Standard Installation/Division Personnel System
TO	Task Order
UMR	Unit Manning Report
UPC	Unit Processing Code
USPFO	United States Property & Fiscal Office