The
MyMacys.net
Rubi Application Mockups

VERSION 3

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What Is Rubi?

rubi – Reporting Utilizing Business Intelligence

rubi Overview

The new **rubi** reporting offers robust capabilities to view Item chain data with cross-channel visibility. **rubi** provides greater flexibility and new features compared to previous reports. You can select and reorder measures, choose your own subtotals/filters/timeframes, and view new measures such as Confirmed Sales, Available to Sell (ATS), and Available to Fulfill (ATF). .

Highlights of rubi Item Reporting:
- Flexible - Choose default views or easily customize your own item views.
- Robust Functionality:
  - Choose Product Hierarchy Levels, Style Details, OC Dimensions, Measures, and Penetrations
  - Subtotal on up to 3 product hierarchies
  - Sort based on the hierarchy level or a measure (ex: STD Sales $)
  - Set Filters to limit the PIDs to include in the report
  - Rank on 5 Wk Avg Net Sales
- Prior week's production data is available for Wk, PTD, 5 Wk Rolling, QTD, STD timeframes
- Sales data is available for TY & LY
- New Measures include Confirmed Sls ($'s and Units), ATS (Available to Sell), and ATF (Available to Fulfill). Critical OC information will be available, down to the **PID/Color** level.
- Reports can be scheduled to be sent via email by 7am Monday morning.

The basic process to view and create a weekly report is:
(Procedures for each are detailed throughout this guide).
- Access **rubi** reporting via the Report Center in the Portal.
- One-time Setup / Preferences:
  - Set report preferences: "global" report preferences using **My Preferences**
  - Add tabs to the rubi view (if needed)
  - Set your **Home Page** (optional)
  - Install **rubi Format Report** macro for Excel
- Create a report view from one of the **predefined report templates** (rubi Item Weekly Detail and/or Item Weekly Summary report) to use as a starting point.

- Use **Set Properties** to edit customized report prompts including:
  - **Product Hierarchy** (select hierarchy levels to display depending on the template chosen)
  - **Style Details** (PID Information, Rankings)
  - **Measures** (Key metrics like Sales, Sell-thru, On Hand, etc.)
  - **Subtotal** (add up to 3 hierarchy subtotals to the report)
  - **Filters** (limit the PIDs that are returned in the report)
  Save your custom prompts.
- **Schedule** reports to be sent via email on Monday morning.
- **Monday Morning:** Upon receipt of the report, use the **rubi formatting macro** to format the report.

For definitions of available Measures and Style Details, refer to the **rubi Glossary**.

⬦	**Caution:** Only use Internet Explorer as your browser. Do not use the IE "BACK" button.

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Additional Resources:
- rubi Item Weekly Reference Card
- rubi Glossary
- rubi Item Weekly e-learning

Step 1

There are four steps in the Rubi process. Each affects what options appear in successive steps, so they must be completed in full before proceeding to the next. The design intentionally makes it impossible to move forward without completing each step.

Step 3

Once a step is completed, it turns green to indicate all required items have been met. The next step enables. Users can return to a step at any point to alter their selections.

Step 4

Progress is clear as the user steps through the parameters.

Step 5

At the final step, the user can elect to enter a Threshold value or check the "No Threshold" box.

Submit and Review Results

Once the user clicks/presses the "Show Products" button, the system returns a tabulated list of results (not shown here).

Expand/Collapse?

To save vertical space on the page above the results, there has been some discussion of possibly implementing an expanding/collapsing capability, perhaps like this: