

### INSTRUCTOR-LED TRAINING

### ONESTREAM SPECIALIST

## Level 2: Financial Planning

### Course Description

This course covers the key aspects of planning, budgeting, and forecasting in OneStream. By attending this course, learners gain the essential knowledge and skills to plan for the level of desired detail and vary it by collection and line of business. Attendees will learn how to set up a OneStream application for Planning with a focus on collecting data for Budget and Forecast scenarios through guided Workflows. In addition, attendees learn the various options and approaches to collect, enter, calculate, manage, and report on these data sets in OneStream.

### Learning Objectives

After completing this course, learners will be able to:

- Discuss Planning processes and design
- Outline the requirements gathering process for a Planning application
- Discuss how to incorporate Vertical and Horizontal Extensibility
- Identify Entity Dimension alternatives
- Configure the Scenario Dimension and identify key properties
- Discuss Cube Designs for Planning
- Create Workflows and Workspaces to meet Planning application requirements

### Who Should Take This Course

This course is intended for Administrators and OneStream Implementers.

### Prerequisites and Advanced Preparation

Prior to taking this course, you should have completed one of the following courses, or possess equivalent knowledge:

- OneStream Essentials: OneStream Administration
- OneStream Essentials: Implementing OneStream

In addition to the course prerequisites above, all learners should be familiar with the financial model including OneStream Dimensionality and Cubes. Also, learners should be proficient with concepts such as Workflow, Member Formulas, Finance Business Rules, Cube Views, and Dashboards. (These concepts are covered in the prerequisite courses and will not be covered in this class.)

### Duration

- Instructor-Led: 3-Day

### Class Size

Public classes require a minimum of four students registered within seven days of the class start or they may be cancelled at OneStream's discretion. Once the registered class size reaches its limit (differs by location), it will be closed to additional students.

### Continuing Professional Education Credits

OneStream Software is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be submitted to the National Registry of CPE Sponsors through its website at: [www.NASBARegistry.org](http://www.NASBARegistry.org).



24 CPE Credits are available for attending this course in the areas of Finance (16) and Information Technology (8). Contact the [Training Support Team](#) if you have interest in CPE Credits for this course.

## Registration

Training registration and payment are completed through our online registration system. Payments can be made by credit card or wire transfer. Once registration is complete, you will receive a training confirmation and a receipt. This course is offered as Instructor-Facilitated (group-live/group internet-based).

Questions? Contact the Training Support Team by submitting a case form on the [ServiceNow Support Portal](#).

## Agenda

### Day 1

- Introduction to Planning in OneStream
- Types of Planning and Planning Applications
- Planning Processes and Design
- Common Requirements
- Metadata Design for Financial Planning Process
- Scenario Dimension and Key Properties
- Unified and Operational Design Models
- Vertical and Horizontal Extensibility
- Entity Dimension Alternatives
- Account Level Dimensions
- Cube Designs for Planning
- Workflow Structure and Design
- Application Properties and Actual Data Load

### Day 2

- Data Entry Forms
- Cube Views
- Dashboards
- Workspaces
- Planning Calculations
- Calculation Design Considerations and Process
- Dynamic Time Variables
- Custom Calculations and Durable Data
- Driver Based Calculations
- Seeding Calculations
- Data Management and Custom Calculations

### Day 3

- Using Excel/Spreadsheet for Data Entry
- Allocations
- Allocation Types
- Allocation Calculations
- User Defined Attribute Members
- Entity Aggregation
- Process Enhancements
- End of course challenge

### Student Cancellation

Please refer to the cancellation schedule listed below. If you cannot attend a training class, you are permitted to send another employee from your company at no additional charge or choose to have a credit made to your account to use toward a future class.

All cancellations, substitutions and modifications are completed via our online registration system.

### Cancellation Schedule

#### 14 or More Days

No charge; full refund

#### 13 to 7 Days

50% of fee charged

#### Under 7 Days

Full fees charged; no refund