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Technology Business Management (TBM) Cost Transparency - Navigation Guide

The following is a quick start guide for the Technology Business Management (TBM) software, which can be found at https://stofwa.apptio.com. The software has several sections called "projects." The title for the TBM project is "Cost Transparency." The information below is aimed at helping first time users access and navigate the software.

Figure 1: When signing on for the first time, select Active Directory.

Figure 2: When you reach the Welcome screen, go to the **Cost Transparency** project for statewide IT spend for actuals, or go to the **CTS Billing** project to see the billing for WaTech Services.

Figure 3: After navigating to the Cost Transparency Project, you'll see a Report Collections link that provides access to different reports.

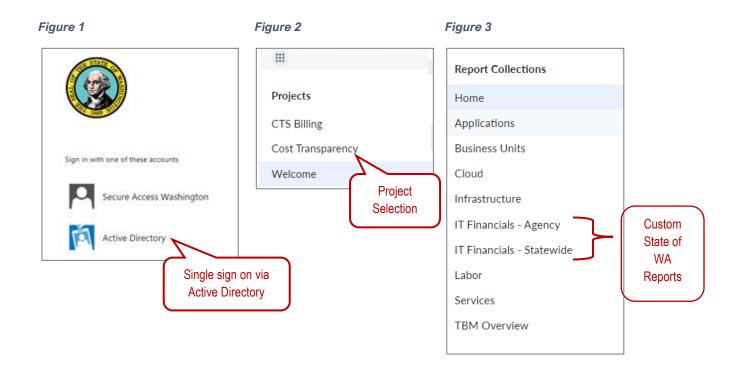




Figure 4: It is important to look at the **Date Range Selection** on the top right of the screen to identify what month and year data is being displayed. The reporting is on the state fiscal year, which means July is the first month of the fiscal year and June is the last.





Figure 5

			Date Range March F	Y2022	- 🥑 5.3
	Statewide Agency Reports				5.4
	XY Summary Agency Spend U	nmapped Agency Cost Revenue	Cost Objective Project Overview		p-
Report Collections	Assess Count				CLOBAL FILTERS
Home	Agency Spend TBM Program Agencies - Detail by Cost Center and IT Towers				
Applications					No Filter Applied
Business Units	Cost YTD	IT Resource Tower Cost YTD	IT Acquisitions YTD	IT Maintenance and Operations YTD	Functional Group
Cloud	\$870.9M	\$579.22M	\$296.78M	\$457.76M	5.5 No Filter Applied
infrastructure	Cost: \$95.64M	IT Resource Tower Cost: \$60.84N		IT Maintenance and Operations: \$79.52M	~
T Financials - Agency	Spend by Cost Center 5.1	Spend by Tower ITRT Cost Center YTD ITR	T Cost Center MTD I 5.2 ITRT by Fund ITRT by	y Account Transactions by Month	Local Filters
T Financials - Statewide	5.1	Select AFRS Account Sub			Cost Center No Filter Applied
Labor	Total Spend by AFRS Field	Grouping	group M		teo Fitter Applied
	Account Subgroup	Cost VTD #			
Convicos					Program
	AA - Regular Salaries 5	P P 21.602.792 \$134.858.891			Program No Filter Applied
	AA - Regular Salaries S AD - Not Specified	P P 21.602,792 \$134,858,891 \$122,064 \$67,195,908			
	AD - Not Specified EY - Not Specified	\$122,064 \$67,195,908	Cost YTD		No Filter Applied
	AD - Not Specified EY - Not Specified EY - Software As A Service (Saas) 5	\$122,064 \$67,195,908 \$519,569 \$43,275,018	Cost YTD		No Filter Applied Program Index
	AD - Not Specified EY - Not Specified EY - Software As A Service (Sast) EL - Not Specified	\$122,064 \$67,195,908 \$519,569 \$43,275,018 33,226,778 \$40,880,952	Cost YTD		No Filter Applied Program Index No Filter Applied
	AD - Not Specified EY - Not Specified EY - Software As A Service (Sass) \$ EL - Not Specified	\$122,064 \$67,195,908 \$519,569 \$43,275,018 33,226,778 \$40,880,952 (\$735,666) \$36,294,598	Cost YTD		No Filter Applied Program Index No Filter Applied Organization Index
ervices BM Overview	AD - Not Specified EV - Not Specified EV - Software As A Service (Saas) 5 EL - Not Specified ER - IT Services JA - Not Specified	\$122,064 \$67,195,908 \$519,569 \$42,275,018 33,226,778 \$40,880,952 \$735,666 \$36,294,598 \$2,405,408 \$33,491,050	Cost YTD		No Filter Applied Program Index No Filter Applied
	AD - Not Specified EV - Not Specified EV - Software & A Service (Saas) EL - Not Specified ER - IT Services JA - Not Specified CD - Not Specified	\$122,064 \$67,195,008 \$519,560 \$43,275,018 33,226,778 \$40,860,952 \$735,666 \$36,294,598 \$2405,600 \$33,491,050 \$499,479 \$29,814,113	Cost YTD 500M 540M 500M	500M \$100M \$120M	No Filter Applied Program Index No Filter Applied Organization Index



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