Name	Work Order ID
Type	string
Example	2884952
Definition	Unique identifier for each work order. A work order is the official record for a job that is to be or has been performed. For operations planning purposes, work orders are orders that are planned for, and thus have not yet been performed. Each planned task is organized as a work order when it is entered into the system, after that the work order is to be assigned to a worker or workers.
Purpose (in this particular dashboard)	Used to analyze work order volume and to drill down into specific work order details.
Direct Source	Data lake
Origin	Work order system

Name	Hours
Type	float
Example	10.4
Definition	Expected time duration for a job, how long the work is predicted to take.
Purpose (in this particular dashboard)	Used to analyze how much time is being allocated to various types of work, to various locations where the business operates, and for other categorical and more specific information and analyses. It's often useful to show aggregations of hours rather than showing hours by work order ID, for example showing hours planned by day, by week, or by month, or showing anomalies where less time is being allocated or more busier days. The more direct use outside of analytics and for more operational work, hours can be used to make schedule planning decisions, and to optimize a schedule. Hours are an important piece of data for the actual planning of work orders, in addition to analyses that happen during the use of this operations planning dashboard.
Direct Source	Data lake
Origin	Work order system

Name	Material Cost
Type	float
Example	400.12
Definition	Dollar cost that has been budgeted for materials involved in a job. Can vary signficantly among work orders with similar hours.
Purpose (in this particular dashboard)	Used to analyze cost totals and cost differences among and between work categories, business locations, dates, times, and other classifications for work orders. Can be used also to drill down into specific work orders or to compare similar or different work orders. Can be useful for investigating specific work orders at the ID level.
Direct Source	Data lake
Origin	Work order system

Name	Labor Cost
Type	float
Example	126.7
Definition	Dollar cost that has been budgeted for the work performed aka labor involved in a job. Usually correlates with work order hours, but taking into consideration some types of labor incur different levels of labor costs.
Purpose (in this particular dashboard)	Used to show analyze totals and cost differences among and between work categories, business locations, dates, times, and other classifications for work orders. Can be used also to drill down into specific work orders or to compare similar or different work orders. Can be useful for investigating specific work orders at the ID level.
Direct Source	Data lake
Origin	Work order system

Name	HQ
Type	string
Example	Canton
Definition	Nearest headquarters office to where the work is to be performed.
Purpose (in this particular dashboard)	Shows where work is happening. Can be used for analyses concerning location, like comparing and contrasting work volume, costs, and timing.
Direct Source	Data lake
Origin	Work order system

Name	Created Date
Type	datetime
Example	08:22:2023:16:43:01
Definition	Date when a work order was first created. Shows when a work order was first entered into the system. Can demonstrate the difference in datetime between when the order is submitted versus when it is completed. Every work order ID has a Created Date.
Purpose (in this particular dashboard)	Used for analyzing timing of when work was first entered into the system versus when the work was completed or rather versus when the work is expected to be completed. Can demonstrate how long it takes to actually do the work after the work order is submitted. Can demonstrate how fast or slow the business is responding to work orders.
Direct Source	Data lake
Origin	Work order system

Name	Planned Date
Type	datetime
Example	09:02:2023:10:00:00
Definition	Date when a work order is expected to be performed. Shows when a work order should be handled by the workers. It is possible to have a Planned Date of all zeros when it hasn't been planned yet.
Purpose (in this particular dashboard)	Used for analyzing future work.
Direct Source	Data lake
Origin	Work order system

Name	Completion Date
Type	datetime
Example	00:00:0000:00:00:00
Definition	Date when a work order was complete. For operations planning purposes, completion date is normally not applicable because a planned job is not yet completed. Not yet completed work order has all zeros in the Completion Date field.
Purpose (in this particular dashboard)	Used for analyzing finished work.
Direct Source	Data lake
Origin	Work order system