SPEEDCALL

Data Calls using MAX Collect

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SPEEDCALL

(DATA CALLS using MAX COLLECT)

SPEEDCALL is a work process improvement concept which increases the efficiency and effectiveness of NIST management's data collection process to improve the timeliness and quality of service delivery to the NIST Laboratories and outside stakeholders.

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(DATA CALLS using MAX COLLECT)

NIST management and financial divisions currently process data call requests for a number of administrative and managerial purposes ranging from a call for the names of CFC Keyworkers to a call for Congressional Budget initiatives. Currently, many offices collect data via email attachments. The data from each attachment is then manually transcribed into one aggregated file. This one file must be consolidated into one final form for reporting purposes.

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The use of a web-based data collection tool using software from MAX Collect enables data to be quickly and accurately collected and aggregated (both numerical and narrative data) without the need for manual time-consuming processes (i.e. copying and pasting). The cost to NIST to use the system is minimal as it is part of an OMB-sponsored E-Gov initiative (E- Government Act of 2002).

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SPEEDCALL Data from MAX Collect is automatically assembled into one back-end database file formatted for the manager/administrator's immediate use.

The need to receive multiple emails with attachments from respondents that have to be opened and transcribed is eliminated.

This results in greater efficiency, accuracy, reliability, and historical documentation in service to the agency.

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An initial test of this concept was conducted in November-December 2015 using a live Budget Division Congressional Budget Data Call - the Advisory and Assistance Data Call. At the conclusion, 12 out of 12 reporting SMA's reported ease of system use and 10 of 12 reported definitively that use of the system could be of benefit to them in their daily work.

To date there have been four successful system applications designed and executed for administrative and budgetary data calls with the potential for many more.

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Comments Received from NIST employees regarding their experience with MAX Collect…

NIST Director's Office SMA, Heather Mayton, stated: "The use of SPEEDCALL for the budget data call was a great asset that greatly reduced the time spent in gathering data from my AO's. It is of considerable value to me as an SMA who collects data from multiple AO's." My AO's and I found that this was very easy to use. It eliminated a lot of consolidation saving the SMA's time with having to compile data from multiples sources.

Diane Poster, Special Assistant to the Director of NIST, complimented SPEEDCALL MAX Collect by saying: "I can use this to save a great deal of time that I currently have to spend collecting data from multiple emails in data calls."

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Comments Received from NIST employees regarding their experience with MAX Collect…

Mike Moore, SMA, NIST Center for Neutron Research, stated: "I found the SPEEDCALL application to be a process improvement that promotes efficiency in data collection."

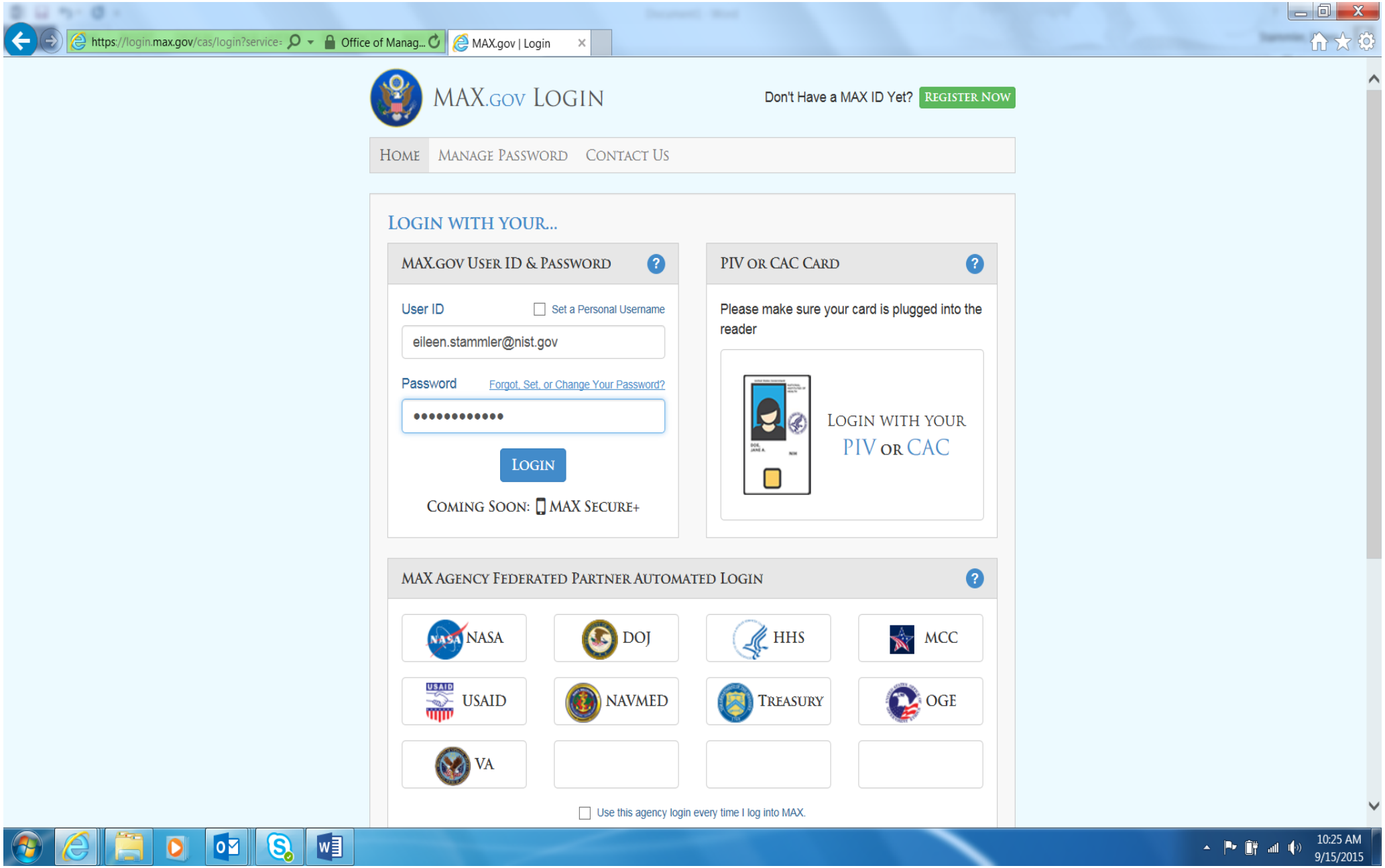
Jessica Strickler, AO, Advanced Manufacturing Program Office, stated: "I can definitely see the value of SPEEDCALL in my position as an AO in that I can provide quick responses to data calls."

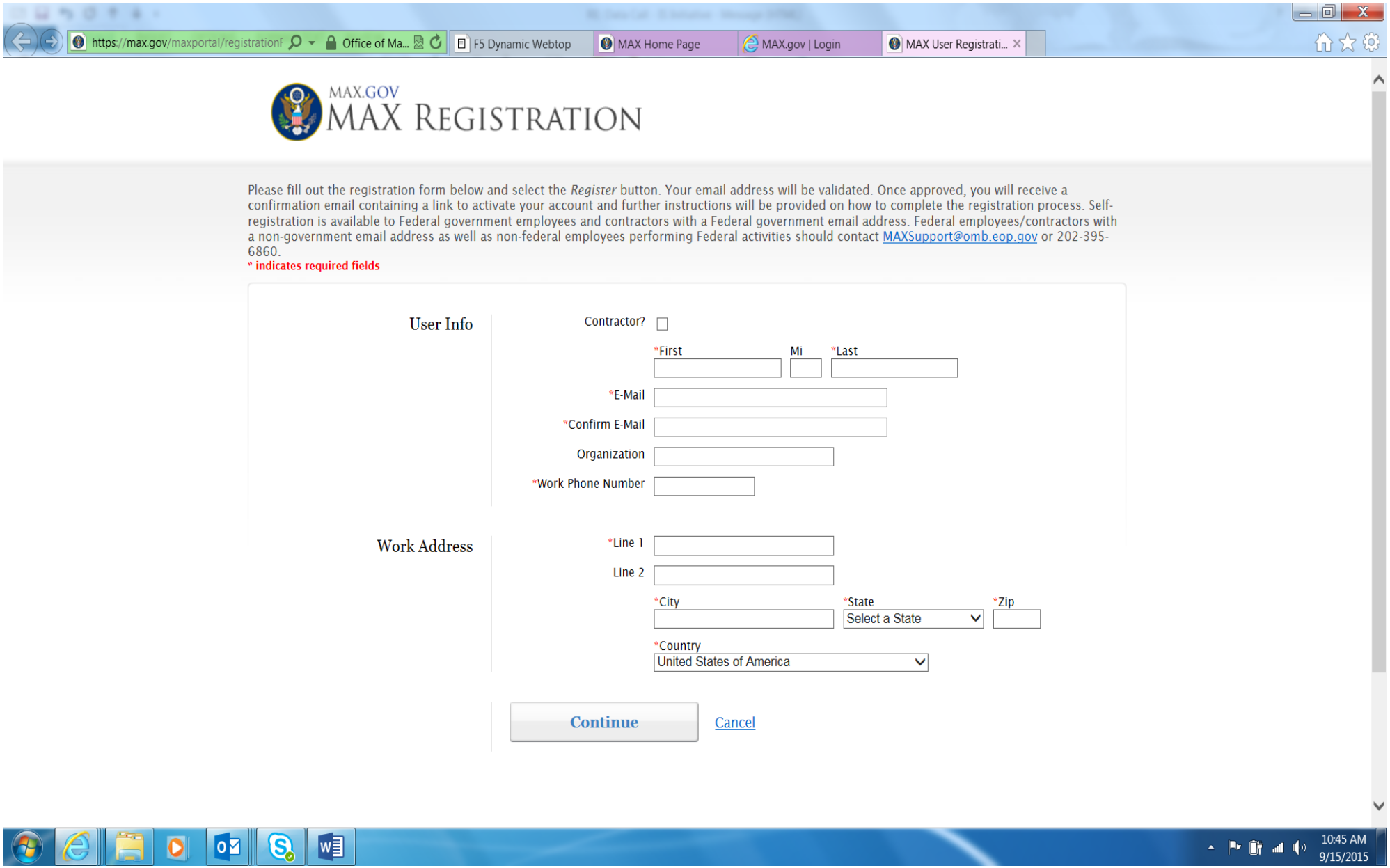
SPEEDCALL

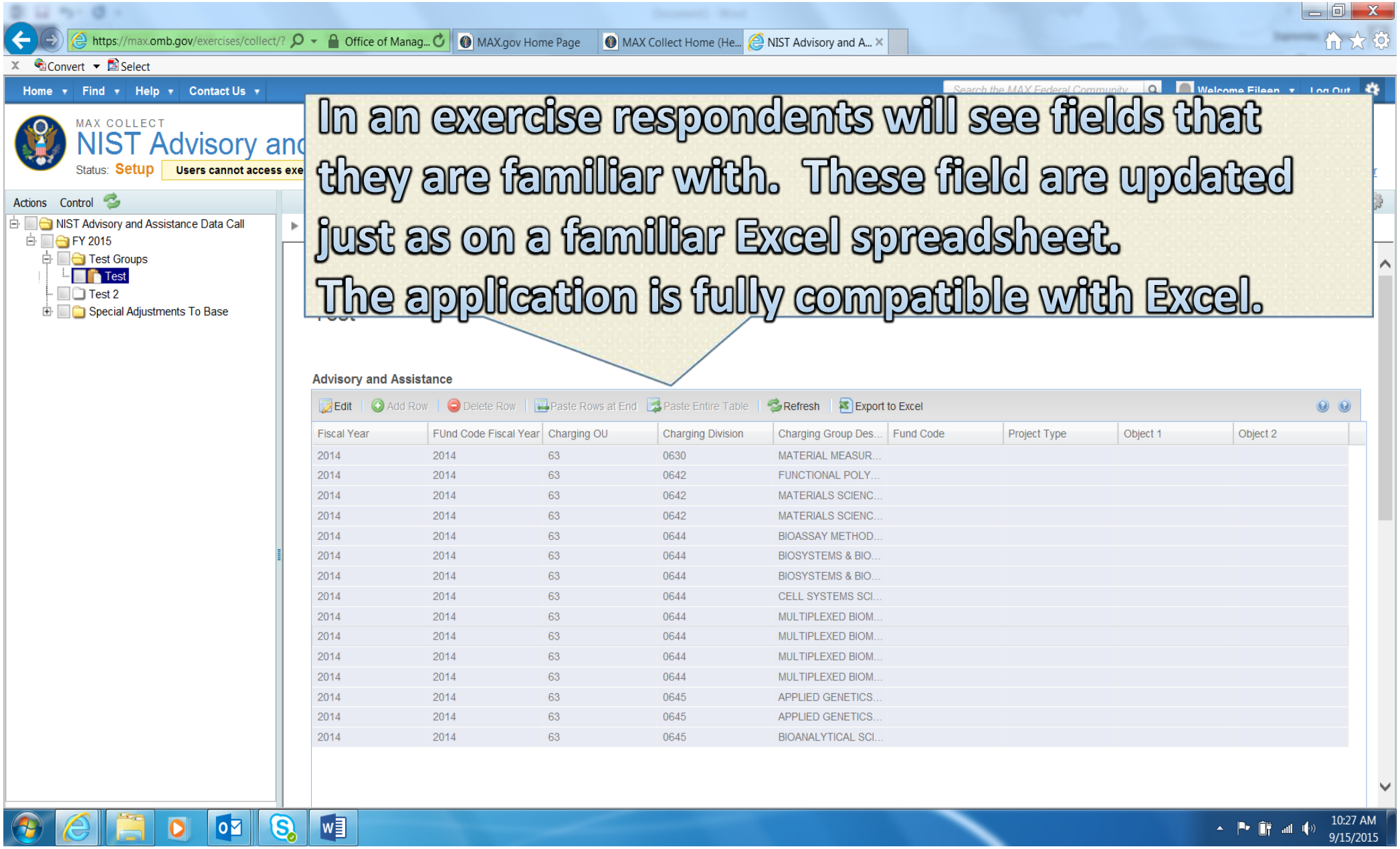
(DATA CALLS using MAX COLLECT)

• Automating and streamlining data collection processes	• Eliminating data transcription errors
• Increasing the efficiency and speed of data collection	• Easing data retrieval
• Structuring and collecting data in a variety of formats	• Providing for historical data collection
• Improving the reliability of data	• Providing for secure cloud-based information storage
• Providing for desk documentation for succession purposes	• Developing an action log for forensic purposes

To use the application one must sign up for a MAX ID. It is easy and takes less than two minutes. To start, visit max.gov. In the top right-hand side of the screen, you'll see a green "Register Now" button (first screen shot). Click the green button and you'll be brought to a registration page (second screen shot). To obtain a MAX ID, you need to be a federal employee or a contractor with a .gov or .mil e-mail account. Fill out the mandatory fields and click "Continue." Once you've completed your registration, you'll receive an e-mail with a link to activate your account and set up your password. Your e-mail address will be your User ID by default but you can set a personal user name once your account is created.


https://login.max.gov/cas/login?service=
Office of Manag...
MAX.gov | Login
MAX.GOV LOGIN
Don't Have a MAX ID Yet?
REGISTER NOW
HOME
MANAGE PASSWORD
CONTACT US
LOGIN WITH YOUR...
MAX.GOV USER ID & PASSWORD
User ID
Set a Personal Username
eileen.stammler@nist.gov
Password
Forgot, Set, or Change Your Password?
LOGIN
COMING SOON: MAX SECURE+
PIV OR CAC CARD
Please make sure your card is plugged into the reader
LOGIN WITH YOUR PIV OR CAC
MAX AGENCY FEDERATED PARTNER AUTOMATED LOGIN
NASA
DOJ
HHS
MCC
USAID
NAVMED
TREASURY
OGE
VA
Use this agency login every time I log into MAX.
10:25 AM
9/15/2015


https://max.gov/maxportal/registrationF
Office of Ma...
F5 Dynamic Webtop
MAX Home Page
MAX.gov | Login
MAX User Registrati...
MAX.GOV
MAX REGISTRATION
Please fill out the registration form below and select the Register button. Your email address will be validated. Once approved, you will receive a confirmation email containing a link to activate your account and further instructions will be provided on how to complete the registration process. Self-registration is available to Federal government employees and contractors with a Federal government email address. Federal employees/contractors with a non-government email address as well as non-federal employees performing Federal activities should contact MAXSupport@omb.eop.gov or 202-395-6860.
* indicates required fields
User Info
Contractor?
*First
Mi
*Last
*E-Mail
*Confirm E-Mail
Organization
*Work Phone Number
Work Address
*Line 1
Line 2
*City
*State
Select a State
*Zip
*Country
United States of America
Continue
Cancel
10:45 AM
9/15/2015


In an exercise respondents will see fields that they are familiar with. These field are updated just as on a familiar Excel spreadsheet.
The application is fully compatible with Excel.
https://max.omb.gov/exercises/collect/?
Office of Manag...
MAX.gov Home Page
MAX Collect Home (He...
NIST Advisory and A...
Convert
Select
Home
Find
Help
Contact Us
Welcome Eileen
Log Out
MAX COLLECT
NIST Advisory and
Status: Setup
Users cannot access exe
Actions
Control
NIST Advisory and Assistance Data Call
FY 2015
Test Groups
Test
Test 2
Special Adjustments To Base
Advisory and Assistance
Edit
Add Row
Delete Row
Paste Rows at End
Paste Entire Table
Refresh
Export to Excel
Fiscal Year
FUnd Code Fiscal Year
Charging OU
Charging Division
Charging Group Des...
Fund Code
Project Type
Object 1
Object 2
2014 2014 63 0630 MATERIAL MEASUR...
2014 2014 63 0642 FUNCTIONAL POLY...
2014 2014 63 0642 MATERIALS SCIENC...
2014 2014 63 0642 MATERIALS SCIENC...
2014 2014 63 0644 BIOASSAY METHOD...
2014 2014 63 0644 BIOSYSTEMS & BIO...
2014 2014 63 0644 BIOSYSTEMS & BIO...
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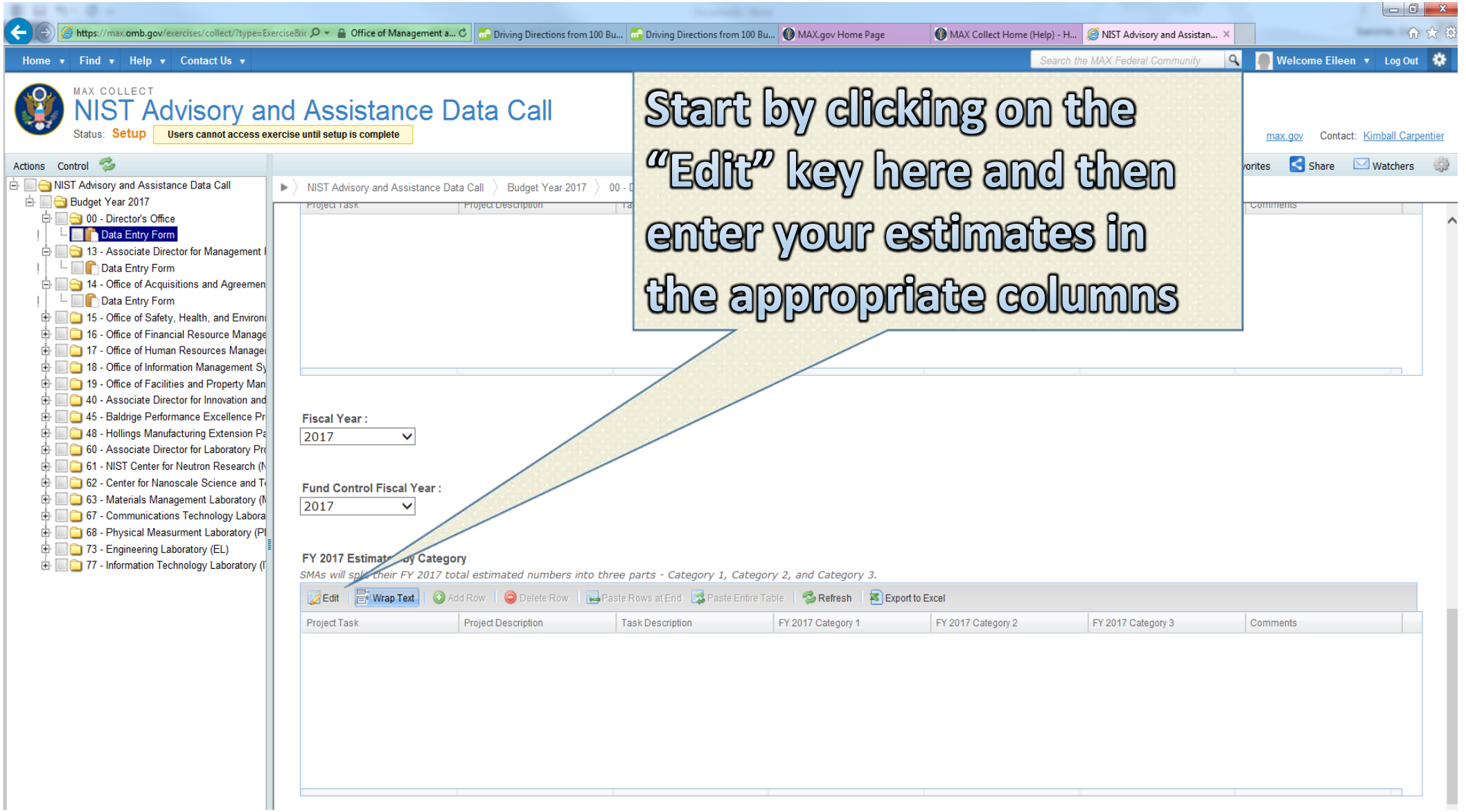
2014 2014 63 0644 MULTIPLEXED BIOM...
2014 2014 63 0645 APPLIED GENETICS...
2014 2014 63 0645 APPLIED GENETICS...
2014 2014 63 0645 BIOANALYTICAL SCI...
10:27 AM
9/15/2015

The only command keys that you need to be concerned with as you update the online tables are these:

Edit

Save

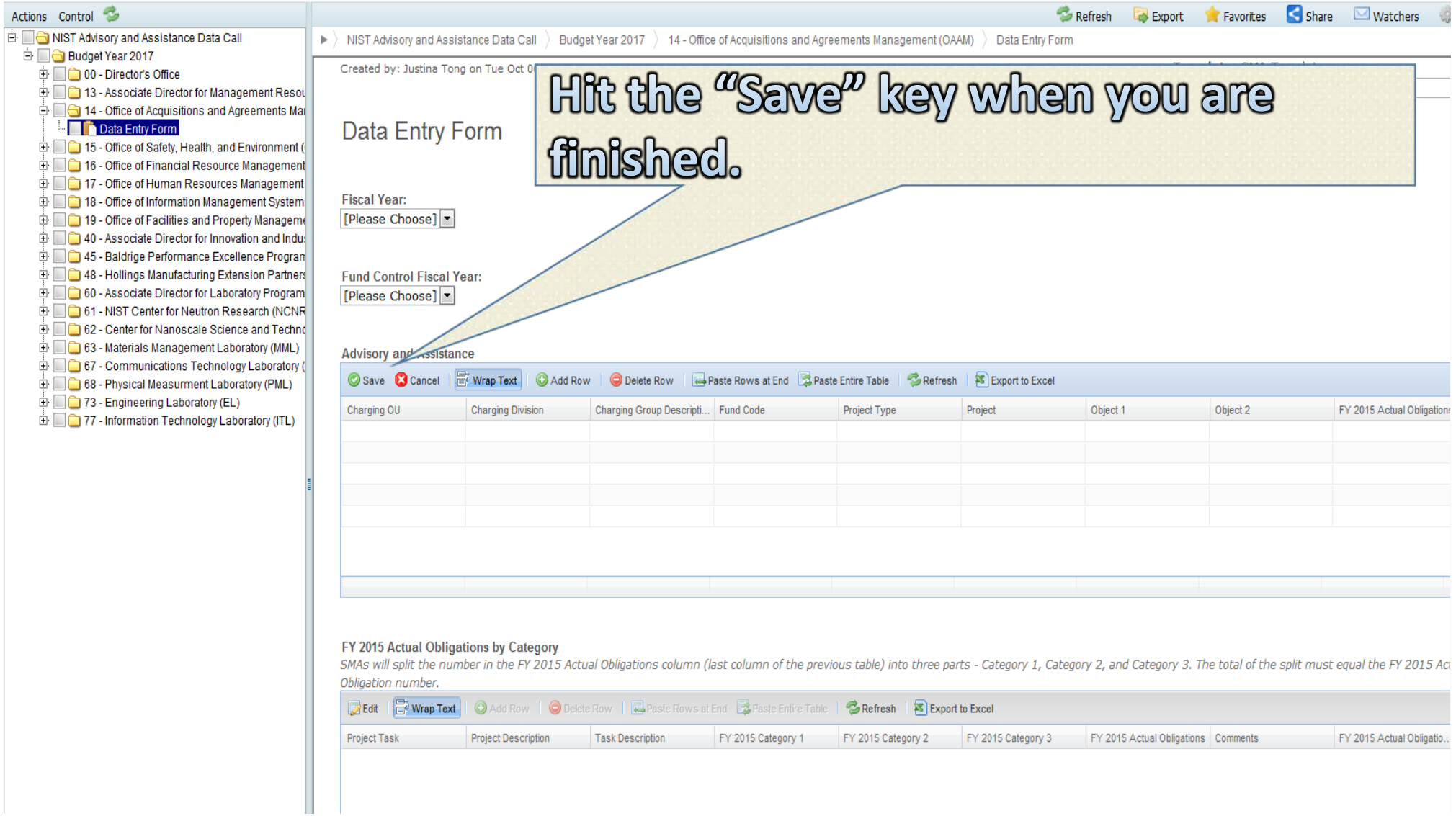

Start by clicking on the "Edit" key here and then enter your estimates in the appropriate columns
Home
Find
Help
Contact Us
Welcome Eileen
Log Out
MAX COLLECT
NIST Advisory and Assistance Data Call
Status: Setup
Users cannot access exercise until setup is complete
Actions
Control
Share
Watchers
NIST Advisory and Assistance Data Call
Budget Year 2017
00 - Director's Office
Data Entry Form
Fiscal Year :
2017
Fund Control Fiscal Year :
2017
FY 2017 Estimates by Category
SMAs will split their FY 2017 total estimated numbers into three parts - Category 1, Category 2, and Category 3.
Edit
Wrap Text
Add Row
Delete Row
Paste Rows at End
Paste Entire Table
Refresh
Export to Excel
Project Task
Project Description
Task Description
FY 2017 Category 1
FY 2017 Category 2
FY 2017 Category 3
Comments

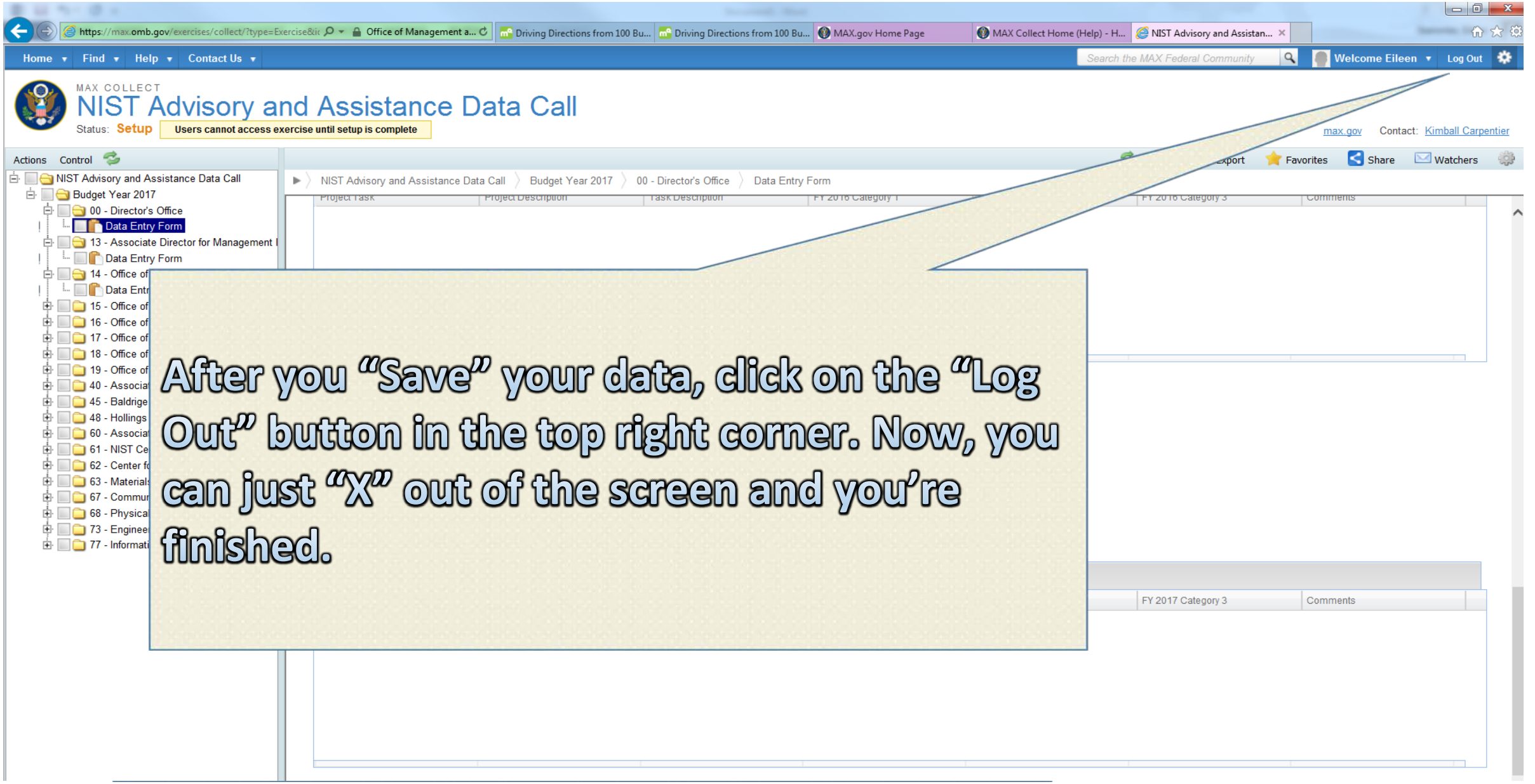
MAX COLLECT

NIST Advisory and Assistance Data Call

Status: Setup | Users cannot access exercise until setup is complete

max.gov | Contact: Kimball Carpentier

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Contact: Kimball Carpentier
Actions
Control
Favorites
Share
Watchers
NIST Advisory and Assistance Data Call
Budget Year 2017
00 - Director's Office
Data Entry Form
13 - Associate Director for Management
Data Entry Form
Budget Year 2017
00 - Director's Office
Data Entry Form
Project Task
Project Description
Task Description
FY 2016 Category 1
FY 2016 Category 3
Comments
FY 2017 Category 3
Comments
After you "Save" your data, click on the "Log Out" button in the top right corner. Now, you can just "X" out of the screen and you're finished.

COST SAVINGS ACHIEVED FROM USE OF SPEEDCALL									
Current Costs (without use of SPEEDCALL)									
Average Number of Data Calls Per reporting AO/SMA per month		Current Average Number of hours worked (per data call)		Number of Reporting SMA's/AO's		Average Salary 1/ per hour for computation of cost savings		Current Total Data Call Costs per month	
15		5		18		$37.76		$50,976.00	
Costs (with use of SPEEDCALL)									
Average Number of Data Calls Per reporting AO/SMA per month		Number of hours worked (per data call)		Number of Reporting SMA's/AO's		Average Salary 1/ per hour for computation of cost savings		Total Data Call Costs per month with use of SPEEDCALL	
15		1		18		$37.76		$10,195.20	
Cost Savings Realized with use of SPEEDCALL is $40,780/month or $489,360/year									

1/Average hourly salary for computation of cost savings initiatives per US Office of Personnel Management.

AGENCIES WHO CURRENTLY USE THE MAX COLLECT APPLICATION

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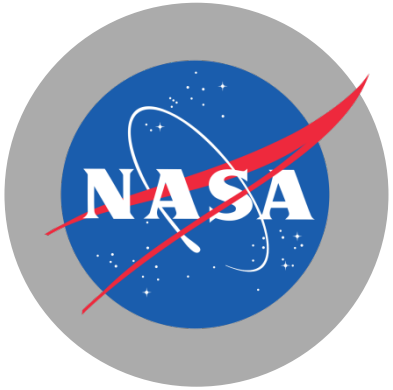

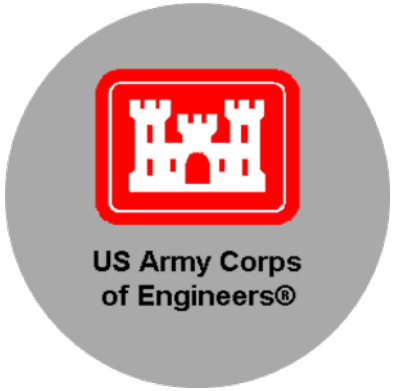

QUESTIONS?