

BusinessObjects Desktop Intelligence XI R2: Report Design – BOR210

This course is designed to give learners the comprehensive skills needed to create, analyze, and share Desktop Intelligence XIR2 documents.

Duration

This is a 2 day instructor-led course.

Who should attend?

The target audience for this course is Desktop Intelligence report builders.

Course Topics

Lesson #1 - Introducing Desktop Intelligence

- Understanding core concepts of Desktop Intelligence
- Understanding core functionality of Desktop Intelligence

Lesson #2 - Getting Started with Desktop Intelligence

- Logging on to Desktop Intelligence
- Modifying start up options
- Accessing help
- Opening documents
- Viewing reports
- Saving documents

Lesson #3 - Creating Desktop Intelligence Documents with Queries

- Getting new data with Desktop Intelligence
- Creating a query
- Modifying the query
- Understanding Report Manager
- Projecting data

Lesson #4 - Restricting Data Returned by a Query

- Applying query conditions
- Applying query conditions
- Applying wildcards in conditions
- Using condition objects
- Understanding relational operators in conditions
- Using logical operators for multiple conditions

Lesson #5 - Designing Reports

- Displaying data in tables and charts
- Formatting Desktop Intelligence documents
- Selecting a presentation style at point of query

Lesson #6 - Enhancing Presentation of Reports

- Formatting Desktop Intelligence documents using the Slice and Dice Panel
- Applying functions
- Filtering data
- Applying calculations to data
- Applying breaks to data
- Ranking data

Lesson #7 - Creating Variables and Alerters

- Creating variables and formulas

- Creating alerters
- Creating running calculations

Lesson #8 - Synchronizing Data from Multiple Data Providers

- Concepts of combining data from multiple sources
- Building a document with blocks of data

Lesson #9 - Grouping Data using Sections

- Concepts of grouping data using sections
- Sectioning
- Outlining

Lesson #10 - Creating Templates and Styles

- Creating templates
- Applying styles

Lesson #11 - Analyzing in Drill Mode

- Analyzing the data cube
- Using the drill-down mode
- Taking a snapshot of the data

Lesson #12 - Sharing Data with Colleagues

- Sharing reports with BusinessObjects users
- Creating reports for non-BusinessObjects users
- Retrieving reports from the repository
- Exporting data
- Viewing a Desktop Intelligence document in InfoView
- Setting Desktop Intelligence viewing preference

Prerequisites

Not applicable for this offering.

Certification applicability

This course is not part of a BusinessObjects Enterprise Certified Professional certification.

For more information or to register for training, call 0845 345 6850 or email training@contemporary.co.uk