

Crystal Reports 10 Part II, Business Reporting Solutions – RD201

This two-day instructor-led course is designed to give learners comprehensive skills and in-depth knowledge to plan and create reports that will help them analyse and interpret important information.

Duration

This is a 2 day instructor-led course.

What will I learn?

After completing the course, learners will be able to:

- Use the Repository
- Create complex formulas
- Create Report Templates
- Build parameterised reports
- Summarise data with Cross-Tabs
- Use report sections
- Build specialised reports
- Share reports on the web

Who should attend?

This course is designed for report designers, who have taken Crystal Reports 10 Report Design I – Fundamentals of Report Design, responsible for creating & distributing reports.

Course Topics

Use the Repository

- Manage the Crystal Repository
- Add folders to the Repository
- Add objects to the Repository
- Update Connection to the Repository Object in the Report
- Delete objects to the Repository
- Connect to your own Repository
- Create a Report from an SQL Command
- Create a Report from a Business View

Create Report Templates

- Applying a Crystal defined templates
- Building a Template without a data source
- Removing Templates

Create complex formulas

- Use Functions and Operators
- Define control structures available in Crystal Syntax
- Use Variables
- Use Arrays

Build parameterised reports

- Define and create parameters
- Use edit masks and descriptions
- Build a report with multiple parameters
- Create a date range parameter

Summarising data with Cross-Tabs

- Build a basic Cross-tab
- Format a Cross-tab

Use report sections

- Use Sections
- Use group related functions to format sections
- Use Section Underlay

Share reports on the web

- Define how Crystal Reports fits into the Crystal solution
- Use Crystal Enterprise Publishing Wizard
- View Parameterised Report in Crystal Enterprise

Build specialized reports

- Use the Running Total Expert
- Create a Form Letter
- Add Hyperlinks to a report
- Build a Report with Alerts
- Create a Top N Report

Prerequisites

In this course you will be working intensively with Crystal Reports. To successfully understand the content and complete the activities, you must already be able to:

- Understand and use Windows conventions
- Understand basic database concepts
- Understand concepts taught in Report Design I

Note: Topics on Report Design II build on Report Design I concepts, therefore it is important that learners have a solid understanding of the concepts taught in Report Design I

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