

Crystal Reports



Level 2

COURSE CONTENT

Additional Formatting & File Options

- Changing file & default options

Section Formatting

- Creating a Summary report
- Using the Section Expert
- Summary/Drill-Down Reports

Linking

- Adding/removing databases from a report
- Join types
- Self joins
- PC database links
- SQL/ODBC database links
- Using the visual linking expert

Formula Basics

- Using formulas
- Using the Formula Editor
- Using basic calculations
- Using string manipulation
- Applying basic date calculations
- Applying If Then Else formulas
- Applying Boolean formulas

Basic Cross-Tabs

- What is a Cross-Tab?
- Using the Cross-Tab Expert
- Editing a Cross-Tab layout
- Additional Cross-Tab layout features

Conditional Reporting

- Using Conditional Formatting
- Using the Highlighting Expert

Charting

- Using the Graph/Chart Expert
- Graphing on Summary information
- Graphing Detail or Formula fields
- Drilling down on a graph
- Customising a graph

