

Course Outline

Crystal Reports: Advanced

Days: 2

Prerequisites: Crystal Reports Introduction or equivalent experience

Description: This two-day, hands-on class, builds on the skills and concepts taught in Crystal Reports: Introduction. Students will learn how to create and use parameter fields, including cascading parameters. They will learn how to build advanced formulas using variables, advanced functions, and constructs. They will also learn how to create and customize charts and maps, apply advanced formatting options to report elements, and create alerts and subreports. Finally, students will work with the Business Objects Enterprise Repository and the Workbench, and they will learn advanced data access techniques including ODBC data sources and SQL query-building. * The courseware publisher, Axzo Press, is an Approved Crystal Reports Content Provider for North America.

Unit 1: Selecting data

- Using parameter fields
- Defining report elements

Unit 2: Advanced formulas and functions

- Running totals
- Variables
- Advanced functions
- Constructs

Unit 3: Charts and maps

- Working with charts
- Creating maps

Unit 4: Formatting complex reports

- The Section Expert
- Advanced conditional formatting
- Objects

Unit 5: Alerts and subreports

- Reports alerts
- Subreports

Unit 6: Data management features

- The Business Objects Enterprise Repository
- The Workbench

Unit 7: Advanced data access techniques

- ODBC data sources
- SQL and the Database Expert