

CRYSTAL REPORTS - ADVANCED USER TRAINING WORKSHOP**Intended Audience**

Experienced Crystal Reports users who need to create complicated reports and who wish to understand the full array of functionality that Crystal Reports provides.

Duration

2-3 Days

**Course Abstract**

Various reporting challenges are presented and analyzed. The limitations of SQL and single query reporting are discussed. One by one, advanced techniques of using Crystal are introduced and applied to overcome these limitations. Throughout, reports are built to apply the techniques and reinforce concepts. Course work is done on the student's own databases (when available) to produce useful reports that can be taken from class and put into production, making students productive even before they leave the classroom.

Course Objective

Upon completion of this course students will be able to:

- Create formulas with multiple statements and use variables
- Understand and control the calculation process used to compile your data
- Control the appearance of your report using conditional format statements and multiple sections
- Create parameter formulas that allow your users to determine what information they want to see on a report
- Understand and use report alerts to notify you about data changes
- Enhance the analysis capability of your cross-tabs
- Extend your reporting capacity by utilizing subreports



- Access data from SQL/ODBC data sources, and generate queries using Crystal SQL Designer
- Create and modify dictionary files to simplify the reporting process for your users
- Create and edit graphical representations of your data using the Chart
- Expert or modify existing graphs with the Chart Analyzer.

Course Topics

Review Exercises
Conditional Formatting
Advanced Formulas
Multiple Sections
Parameter Fields
Using Report Alerts
Advanced Cross-tabs
Subreports
SQL/ODBC and Crystal SQL Designer
Crystal Dictionaries
Graphing

Class Format

Lecture/Lab, Exercise intensive

Prerequisites

Conversant knowledge of using Windows and Windows applications. Basic understanding of SQL. Exposure to procedural programming languages is a plus. This course is aimed at experienced Crystal Reports users who have been confronted with difficult reporting challenges.