Course Description
This course is designed to give learners comprehensive skills and in-depth knowledge to plan and create reports that will help them analyze and interpret information.

As a business benefit, learners will find that their increased understanding of formulas, variables, arrays, templates, parameters, summaries, and sections will help them make more effective report design decisions and create more efficient reports.

BusinessObjects XI R1 and BusinessObjects XI R2
This offering is applicable for both BusinessObjects XI Release 1 and XI Release 2 audiences.

Course Audience
The target audience for this course is report designers who are responsible for creating and distributing reports and have completed RD110R2.

Course Topics
Lesson #1 – Report Creation Review
- Using your Crystal Reports knowledge

Lesson #2 - Using the Repository
- Using the repository
- Creating a report from a repository data source

Lesson #3 - Creating Formulas
- Using functions and operators
- Defining control structures available in Crystal Reports Syntax

Lesson #4 - Managing Reports
- Using the Workbench
- Publishing reports to BusinessObjects Enterprise

Lesson #5 - Using Variables and Arrays
- Using variables
- Using arrays

Lesson #6 - Building Parameterized Reports
- Defining and creating parameters
- Building a report with multiple parameters
- Using edit masks and descriptions
- Creating a date range parameter
- Grouping using parameters
Lesson #7 - Using Report Templates
• Applying report templates
• Building a template without a data source
• Removing a template

Lesson #8 – Summarizing Data with Cross-Tabs
• Building a basic cross-tab
• Formatting a cross-tab

Lesson #9 – Using Report Sections
• Using sections
• Using group related functions to format sections
• Using section underlay
• Using multiple column reporting

Lesson #10 – Building Specialized Reports
• Using the Running Total Expert
• Creating a form letter
• Adding a hyperlink to a report
• Using Dynamic Graphic Locations
• Building a report with alerts
• Building a top N report

Prerequisite Education
Learners who attend this course should have completed RD110R2.

Prerequisite Knowledge/Experience
To be successful, learners who attend this course must have working knowledge of:
• Windows conventions
• Basic database concepts
• Experience using web browser

Additional Education
If learners want to increase their skill level and knowledge of Crystal Reports this course is recommended:
• Crystal Reports XI R1/R2: Report Design III - Report Processing Strategies
• Crystal Reports XI R1/R2: Report Design IV - Optimizing Report Data

Delivery & Duration
This instructor-led offering is a two-day course.

Applicable Certification
This course is a core course in the Crystal Reports Certified Professional (CRCP) certification.

More Information
Visit http://www.businessobjects.com/services/training/default.asp.