

Crystal Reports 8.5 Advanced

2 day course

Overview

A hands-on course which will enhance delegates existing reporting skills to an advanced level.

Prerequisites

Students should have attended Crystal Reports 8.5 Introduction and also have a minimum of three months hands-on experience using Crystal Reports in a working environment.

Benefits

Students will be able to produce reports using the advanced features of the product.

Target student

Users wishing to move on to a higher level of reporting skills to produce reports from external data sources, for example Access, SQL, Oracle etc.

Course Content:

Conditional Formatting

- Absolute vs Conditional Formatting
- On/Off Formatting
- Conditional Attribute Formatting
- The Highlighting Expert
- Restoring Conditional Formats

Advanced Formulas

- Using Variables in Formulas
- Creating a Running Total
- Understanding Multiple-pass Reporting
- Using Evaluation Time Functions
- Creating Formulas Using Multiple Variables

Multiple Sections

- Inserting Sections
- Moving Sections
- Splitting Sections
- Multiple Sections and Conditional Formats

Parameter Fields

- Creating Parameter Fields
- Using Pick Lists
- Using Parameter Fields in Record Selection
- Using Edit Masks
- Using Parameter Fields to Set Sort Criteria
- Using the Like Statement
- Setting Conditional Formats Using ParameterFields

Using Report Alerts

- Creating Report Alerts
- Modifying Report Alerts
- Deleting Report Alerts

Advanced Cross-tabs

- Inserting Multiple Rows, Columns, and SummarizedFields
- Editing a Cross-tab
- Using Formula Fields in a Cross-tab
- Using Parameters in Cross-tabs
- Creating a Cross-tab Object for Each Group Value

Subreports

- Identifying Subreport Features
- Inserting Unlinked Subreports
- Formatting Subreports
- Inserting Linked Subreport
- Using On-demand Subreports

SQL/ODBC and Crystal SQL Designer

- Introducing Structured Query Language (SQL)
- Introducing ODBC Data Sources
- Introducing the Crystal SQL Designer
- Using a Query to Create a Report

Crystal Dictionaries

- Defining Dictionaries
- Using Existing Dictionaries
- Creating Dictionaries
- Enhancing Your Dictionary
- Modifying a Dictionary

Graphing

- Using Chart Types and Layouts
 - Using the Chart Expert to Create Graphs
 - Modifying Existing Charts with the Chart Editor
 - Formatting Charts
-