

Crystal Reports XI: Level 2

2 day course

Overview

Now that you have completed the first course, or are familiar with the basics of building and modifying reports, you're ready to move ahead to create complex reports and data sources using Crystal Reports' tools. In this course, you'll not only learn how to create more sophisticated reports including subreports and cross-tabs, but you'll also learn how to increase the speed and efficiency of your reports by using SQL queries.

Course Objective

You will create complex reports and data sources using Crystal Reports' tools.

Target student

This course is designed for people who know how to create basic list and group reports and need to create reports that include subreports, cross-tabs, advanced formulas, and charts based on more than one data series. They may also need to build tools to make it easier for other people to create reports. They may or may not have programming and/or SQL experience.

Prerequisites

Crystal Reports XI Level 1, and knowledge of programming and/or SQL would be helpful.

Course Content:

Creating Running Totals

- Create a Running Total Field
- Modify a Running Total Field
- Create a Manual Running Total on Detail Data
- Create a Manual Running Total on Summary Data

Building Cross-tabs in Your Report

- Create a Cross-tab
- Create a Specified Group Order
- Filter Cross-tab by Group
- Change the Cross-tab Format
- Conditionally Format Rows and Columns
- Keep Groups Together

Adding Subreports

- Insert a Subreport
- Link a Subreport to Data in a Primary Report
- Edit a Subreport Structure
- Format a Subreport Using the Format Editor
- Share Formulas Between Main and Subreports
- Create an On-demand Subreport

Creating Drill-downs

- Create a Drill-down
- Create Separate Headings for Drill-down Data
- Enhancing Report Processing Writing SQL Statements

Charting Data

- Create a Bar Chart
- Modify a Chart
- Format a Chart
- Create a Chart Template
- Create a Top N Chart
- Create a Cross-tab Chart

Reporting on Excel Data

- Create a Report Based on Excel Data
- Modify a Report Generated from Excel Data

- Update Data in a Report Based on Excel Data

Working with Prompts

- Create a Static Prompt
- Create a Dynamic Prompt

Enhancing Report Functionality

- Group Data Hierarchically
 - Create a Dynamic Image
 - Create a Report Alert
 - Create a Geographic Map
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