

Crystal Reports 2013: Report Design II

Business Reporting Solutions

Course Description

Crystal Reports 2013 is a powerful, dynamic, actionable reporting solution that helps you design, explore, visualize, and deliver reports via the web or embedded in enterprise applications. This course is designed to give you comprehensive skills and in-depth knowledge to plan and create reports that will help you analyze and interpret information.

As a business benefit, you will be able to increase your understanding of formulas, variables, arrays, templates, parameters, summaries, and sections. This course will also help you make more effective report design decisions and create more efficient reports.

Course Audience

The target audience for this course is report designers who are responsible for creating and distributing reports and have completed Crystal Reports 2013: Report Design I - Fundamentals of Report Design.

Prerequisite Education

You should have completed Crystal Reports 2013: Report Design I - Fundamentals of Report Design. If you have taken a previous version of Report Design I - Fundamentals of Report Design, then you should have completed Crystal Reports 2013: Quickstart.

Prerequisite Knowledge/Experience

To be successful, you must have working knowledge of:

- Windows conventions
- Basic database concepts
- Experience using a web browser

Additional Education

To increase your skill level and knowledge of Crystal Reports, the following courses are recommended:

- Crystal Reports 2013: Report Design III – Report Processing Strategies
- Crystal Reports 2013: Report Design IV – Optimizing Report Data

Level, Delivery, and Duration

This core, instructor-led offering is a two-day course.

Applicable Certification

Not applicable for this offering.

Course Topics

Using the Repository

- Use the Repository
- Create a Report from a Repository Data Source

Creating Formulas

- Use Functions and Operators
- Define Control Structures available in Crystal Reports Syntax

Managing Reports

- Use the Workbench
- Publish Reports to BusinessObjects Enterprise

Using Variables and Arrays

- Use Variables
- Use Arrays

Using Report Templates

- Apply Report Templates
- Build a Template without a Data Source

Using Report Templates (continued)

- Remove a Template

Building Parameterized Reports

- Define and Create Parameters
- Build a Report with Multiple Parameters
- Use Edit Masks and Descriptions
- Create a Date Range Parameter
- Group Using Parameters

Summarizing Data with Crosstabs

- Build a Basic Crosstab
- Format a Crosstab

Using Report Sections

- Use Sections
- Use Group Related Functions to Format Sections
- Use Section Underlay
- Use Multiple-column Reporting

Building Specialized Reports

Use the Running Total Expert

Create a Form Letter

Add a Hyperlink to a Report

Use Dynamic Graphic Locations

Build a Report with Alerts

Build a Top N Report

Integrate an Xcelsius Flash SWF into a
Crystal Report