

Duration: 2 Days

Who should attend: Application Consultant, Business Analyst, Power User

Course Outline: By attending this course, you will be able to plan, design and distribute a Crystal Report. You will also gain better knowledge and understanding of the Crystal Reports Design interface.

Day 1

Morning

Report Wizard

 Creating a report using Report Wizard

Running Totals

 Building a report using Running Totals

Alerts

• Building a report with alerts

Functions

• Using Functions and operators in a formula

Control Structures

• Writing control structures

<mark>Afternoon</mark> Variables

• Creating variables

Templates

- Applying predefined templates
- Building custom templates
- Building a template without a dat source

Introduction to Parameters

• Using simple parameters

Additional Parameter Properties

• Applying additional parameters

Additional Applications for Parameters

 Modying Report Presentations wi Parameters





Day 2

Morning

Dynamic List of Values for Parameters

• Using Dynamic Parameters

Arrays

• Creating Arrays

Crosstabs

- Creating Crosstabs
- Formatting Crosstabs

Custom Functions

• Describing Custom functions

Sections

- Diving a report into sections
- Formatting sections

Afternoon

Introduction to Subreports

- Describing subreports
- Creating unlinked subreports

Linked Subreports

- Creating linked subreports
- Using shared variable with subreports

Report Linking

- Creating on-demand subreports
- Building a report with linking

Report Processing

- Explaining Multi-Pass Reporting
- Applying Evaluation Time Functions



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