

## COURSE OVERVIEW

# CRYSTAL REPORTS 2008: REPORT DESIGN II - BUSINESS REPORTING SOLUTIONS

BOC320-RD21008 - Crystal Report:  
Report Design II - 2 days

### Course Description

Crystal Reports 2008<sup>®</sup> 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 two-day instructor-led 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 2008: Report Design I - Fundamentals of Report Design.

### Prerequisite Education

- You should have completed Crystal Reports 2008: 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 2008: 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 2008: Report Design III - Report Processing Strategies
- Crystal Reports 2008: Report Design IV - Optimizing Report Data

### Level, Delivery, and Duration

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

### Applicable Certification

This is a recommended course for the Business Objects Certified Professional - Crystal Reports certification.

### Additional Information

Visit <http://www.odesia.com/training.html>

## **Course Topics**

### **1 Using the Repository**

- Use the repository
- Create a report from a repository data source

### **2 Creating Formulas**

- Use functions and operators
- Define control structures available in Crystal Reports Syntax

### **3 Managing Reports**

- Use the Workbench
- Publish reports to BusinessObjects Enterprise

### **4 Using Variables and Arrays**

- Use variables
- Use arrays

### **5 Using Report Templates**

- Apply report templates
- Build a template without a data source
- Remove a template

### **6 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

### **7 Summarizing Data with Crosstabs**

- Build a basic crosstab
- Format a crosstab

### **8 Using Report Sections**

- Use sections
- Use group related functions to format sections
- Use section underlay
- Use multiple-column reporting

### **9 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