



ADVANCED CRYSTAL REPORTS 2016

Course Objectives:

On completion of this course delegates will be able to create reports that will allow the user to analyse and interpret important business and management.

Target Audience:

This course is designed for report designers, with a basic understanding of Crystal Reports, who are responsible for the creation and distribution of more complex business and management reports.

Pre-requisites:

Delegates must be able to use a Microsoft Windows and a mouse, and have previous knowledge of Crystal Reports or attended the Introduction Crystal Reports 2016.

Delivery and duration: 2 day On-site Instructor led course.

Course Outline:

Review of Introduction Level Topics

- Using multiple tables & linking
- Selecting Data
- Creating Grouped and Summary Reports
- Creating Basic Formulas

Creating Running Totals

- Overview of Running Totals
- Using the Running Totals Expert
- Creating Manual Running Totals
- Overview of Crystal Reports Pass System
- Overview of Variables
- Using Variables in Formulas

Working with Parameters

- Overview of Using Parameters in Reports
- Creating Static Parameters
- Creating Dynamic Parameters
- Creating Cascade Dynamic Parameters
- Create a TopN Parameter Report
- Using parameters with conditional formatting
- Using parameters to sort records

Working With Multiple Sections

- Creating Multiple Report Sections
- Formatting Sections
- Create a Watermark Report
- Using Drill Down Formulas



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Working with Cross Tabs

- Overview of Cross Tabs
- Creating Cross Tab Reports
- Modifying Cross Tabs
- Formatting Cross Tabs
- Adding Formulas to Cross Tabs
- Creating Multi-Level Cross Tabs
- Creating Grouped Cross Tabs
- Applying Conditional Formatting to Cross Tabs

Working with Sub Reports

- Overview of Sub Reports
- Creating Linked Sub Reports
- Creating Unlinked Sub Reports
- Sharing Data between the Main and Sub Report
- Creating On-demand Sub Reports

Improving Report Processing using SQL

- Creating SQL Expressions
- Overview of SQL clauses
- Creating SQL Commands
- Editing & Renaming SQL Commands
- Creating SQL Joins
- Creating SQL Summary data set
- Creating Top N SQL dataset

Working with Report Alerts

- Overview of Report Alerts
- Creating Report Alerts
- Modifying Reports Alerts
- Using Parameters with Alerts
- Deactivating Report Alerts

Report Templates

- Overview of Crystal Report Templates
- Applying Built-in Crystal Report Templates
- Removing Templates
- Creating a Data Less Report Template

Maximum No. Delegates: 6

Follow up course(s):

Crystal Reports Server 2016

Tailored courses are available, for more information contact:

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