

Course: **Crystal Reports 2008: Level 1**

Description: Organizations use reporting tools to access data sources and generate customized reports. Crystal Reports® 2008 enhances report building and report processing techniques with a slew of features that add value to your presentation. In this course, you will create a basic report by connecting to a database and modifying its presentation.

Price: \$1,190.00

Category: Database Reports

Duration: 2 days

Schedule:

Date	Location
09/27/2010	Toronto
09/28/2010	Toronto
11/25/2010	Toronto
11/26/2010	Toronto

Outline:

Lesson 1: Exploring the Crystal Reports 2008 Interface
Topic 1A: Explore the Crystal Reports Interface
Topic 1B: Use the Crystal Reports Help
Topic 1C: Customize the Report Settings

Lesson 2: Working with Reports
Topic 2A: Create a Report
Topic 2B: Modify a Report
Topic 2C: Display Specific Report Data
Topic 2D: Work with Report Sections

Lesson 3: Using Formulas in Reports
Topic 3A: Create a Formula
Topic 3B: Edit a Formula
Topic 3C: Filter Data Using a Formula
Topic 3D: Work with Advanced Formulas and Functions
Topic 3E: Handle Null Values

Lesson 4: Building Parameterized Reports
Topic 4A: Create a Parameter Field
Topic 4B: Use a Range Parameter in a Report
Topic 4C: Create a Prompt

Lesson 5: Grouping Report Data
Topic 5A: Group Report Data



Topic 5B: Modify a Group Report
Topic 5C: Group Using Parameters
Topic 5D: Create a Parameterized Top N Report

Lesson 6: Enhancing a Report
Topic 6A: Format a Report
Topic 6B: Insert Objects in a Report
Topic 6C: Suppress Report Sections
Topic 6D: Use Report Templates

Lesson 7: Creating a Report from Excel Data
Topic 7A: Create a Report Based on Excel Data
Topic 7B: Modify a Report Generated from Excel Data
Topic 7C: Update Data in a Report Based on Excel Data

Lesson 8: Distributing Data
Topic 8A: Export Data
Topic 8B: Creating Mailing Labels

