



Crystal Reports XI ADVANCED (2 days) Course Content

Guelph, ON
N1H 6H1
Canada

519.830.6901
info@rcctraining.ca
rcctraining.ca

Course Objectives

- Learn how to create and modify Parameter Fields, Wildcard and Edit Masks.
- Learn how to define Report Elements.
- Understand how to create running totals, use variables and advanced functions.
- Become familiar with Constructs.
- Understand how to create and modify charts and maps.
- Learn how to format complex reports including Conditional Formatting.
- Learn to set up Report Alerts and create Subreports.
- Be introduced to the Enterprise Repository and the Workbench.
- Learn how to work with ODBC data source and create SQL queries.

This course is for those who want to use the advanced features of Crystal Reports to create and customize reports. This course can also benefit you if you need to understand advanced data management features and data access techniques.

Course Content: Day 1

Selecting Data

Create Parameter Fields
Use Wildcards and apply Edit Masks
Create Pick Lists
Use a date range in a Parameter Field
Create cascading parameters

Advanced Formulas and Functions

Create and modify a running total
Use simple, array and range variables
Create functions using multiple functions
Use Evaluation Time functions
Use For and While constructs

Charts and Maps

Use the Chart Expert to create a chart
Modify charts using the Chart Expert and the Chart menu
Create a map using the Map Expert

Formatting Complex Reports

Add, modify, merge and delete report sections
Conditional formatting
Use a parameter to conditionally format background colour
Hyperlinks and OLE Objects

Course Content: Day 2**Alerts and Subreports**

Report Alerts
Unlinked Subreports
Unlinked Subreports
On-Demand Subreports

Data Management Features

Understanding the Repository
Add, Modify, Use and Delete objects from the Repository
Create Project folders using the Workbench
Add reports to Project folders

Advanced Data Access Techniques

Use ODBC data sources to access data
Use ODBC data sources to create a report
Use SQL Queries
Create and Modify Commands using the Database Expert
Add a Command to the Repository
Create a report based on an existing query