

Crystal Reports 11 Introduction

Duration

2 Days

Description

This course is designed for users involved in creating reports from database applications. In this 'hands-on' course, delegates will learn how they can create a variety of reports and edit the report structure.

Pre-requisites

Delegates should have a good understanding of relational databases and be familiar with the Windows environment in order to fully benefit from the course.

Objectives

By the end of the course delegates will be able to, create reports linking to a database file, edit reports, preview and print reports and create mailing labels.

Creating Standard Reports	Cross-Tab Reports
Crystal Report Experts and Wizards	Introduction to Conditional Formatting
Formatting Reports	Parameter Fields for multi-purpose reports
Record Selection in Reports	Inserting Charts
Sorting and Grouping Records	Introduction to multiple Sections
Linking Tables/Databases	Report distribution
Introduction to the Crystal Reports Formula Workshop	More on Formulae, including Crystal & Basic syntax and introduction to Custom Functions.
The Formula Expert	Introduction to the Crystal Reports Repository
Subtotal & Summary fields	
Smart Navigation in Reports	
Creating 'Top N' reports	