



*Are you a pencil pusher trapped in a computer?
We can help?*

M J H COMPUTER TRAINING

www.mjhtraining.com

m.herman@sasktel.net

☎ 306 . 242-2231 (Office)

☎ 306 . 220-5112 (Cell)

Crystal Reports® XI: Level 2

Course length: **2.0 day(s)**

Course Description: In this course, you'll not only learn how to create more sophisticated reports including subreports and cross-tabs, but you'll also learn how to increase the speed and efficiency of your reports by using SQL queries.

Course Content

Lesson 1: Creating Running Totals

- Topic 1A: Create a Running Total Field
- Topic 1B: Modify a Running Total Field
- Topic 1C: Create a Manual Running Total on Detail Data
- Topic 1D: Create a Manual Running Total on Summary Data

Lesson 2: Building Cross-tabs in Your Report

- Topic 2A: Create a Cross-tab
- Topic 2B: Create a Specified Group Order
- Topic 2C: Filter a Cross-tab by Group
- Topic 2D: Change the Cross-tab Format
- Topic 2E: Conditionally Format Rows and Columns
- Topic 2F: Keep Groups Together

Lesson 3: Adding Subreports

- Topic 3A: Insert a Subreport
- Topic 3B: Link a Subreport to a Primary Report
- Topic 3C: Edit a Subreport's Structure
- Topic 3D: Format a Subreport Using the Format Editor
- Topic 3E: Share Variables Between Subreports and Primary Reports
- Topic 3F: Create an On-demand Subreport

Lesson 4: Creating Drill-downs

- Topic 4A: Create a Drill-down
- Topic 4B: Create Separate Headings for Drilldown Data

Lesson 5: Enhancing Report Processing by Writing SQL Statements

- Topic 5A: Create a Report Using SQL Queries
- Topic 5B: Summarize Report Data Using SQL Aggregate Functions
- Topic 5C: Create Joins Using SQL
- Topic 5D: Create Subqueries
- Topic 5E: Create a SQL Expression Field

Lesson 6: Charting Data

- Topic 6A: Create a Bar Chart
- Topic 6B: Modify a Chart
- Topic 6C: Format a Chart
- Topic 6D: Create a Chart Template
- Topic 6E: Create a Top N Chart
- Topic 6F: Create a Cross-tab Chart

Lesson 7: Reporting on Excel Data with Crystal Reports

- 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: Working with Prompts

- Topic 8A: Create a Static Prompt
- Topic 8B: Create a Dynamic Prompt
- Lesson 9: Enhancing Report Functionality
- Topic 9A: Group Data Hierarchically
- Topic 9B: Create a Dynamic Image
- Topic 9C: Create a Report Alert

Topic 9D: Create a Geographic Map