

CRYSTAL REPORTS V10 – INTERMEDIATE COURSE OUTLINE

APPLICATION	CRYSTAL REPORTS v10
LEVEL	Level 2 – Intermediate
DURATION	Two Days
WHO SHOULD ATTEND	This course is designed for people who know how to create basic list and group reports and need to create reports that include subreports, cross-tabs, advanced formulas, and charts based on more than one data series. They may also need to build tools to make it easier for other people to create reports. They may or may not have programming and/or SQL experience.
PREREQUISITES	Crystal Reports 10.0: Level 1 and knowledge of programming and/or SQL would be helpful.

OBJECTIVES

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

Lesson 1: Creating Running Totals	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> Topic 3A: Insert a Subreport Topic 3B: Link a Subreport to Data in a Primary Report Topic 3C: Edit a Subreport Topic 3D: Format a Subreport Using the Format Editor Topic 3E: Share Formulas Between Main and Subreports Topic 3F: Create an On-demand Subreport
Lesson 4: Creating Drill-downs	<ul style="list-style-type: none"> Topic 4A: Create a Drill-down Topic 4B: Create Separate Headings for Drill-down Data
Lesson 5: Enhancing Report Processing Using SQL	<ul style="list-style-type: none"> 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 an SQL Expression Field to Promote Server-side Processing

**Lesson 6:
Charting Data**

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

**Lesson 7:
Reporting on 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

**Appendix A:
Inserting a Geographic Map**

Supplemental Lesson

Topic 1A: Insert a Map