

# Crystal Reports XI R1/R2: Report Design II - Business Reporting Solutions (RevB)

## RD210R2

### Course Description

This course is designed to give you comprehensive skills and in-depth knowledge to plan and create reports that will help you analyze and interpret information.

As a business benefit, you will be able to increase your understanding of formulas, variables, arrays, templates, parameters, summaries, and sections – which will help you make more effective report design decisions and create more efficient reports.

### BusinessObjects XI Releases 1 and 2

This offering is applicable for both BusinessObjects™ XI Release 1 and Release 2 audiences.

**Note:** There have been no changes to the course from BusinessObjects Release 1 to Release 2. If you took the Release 1 version, you do not need to take the Release 2 version.

### Course Audience

The target audience for this course is report designers who are responsible for creating and distributing reports and have completed Crystal Reports RD110R2: Fundamentals of Report Design.

### Course Topics

#### Lesson #1 - Report Creation Review

- Using your Crystal Reports knowledge

#### Lesson #3 - Creating Formulas

- Using functions and operators
- Defining control structures available in Crystal Reports Syntax

#### Lesson #2 - Using the Repository

- Using the repository
- Creating a report from a repository data source

#### Lesson #4 - Managing Reports

- Using the Workbench
- Publishing reports to BusinessObjects Enterprise

### Lesson #5 - Using Variables and Arrays

- Using variables
- Using arrays

### Lesson #7 - Using Report Templates

- Applying report templates
- Building a template without a data source
- Removing a template

### Lesson #9 - Using Report Sections

- Using sections
- Using group related functions to format sections
- Using section underlay
- Using multiple column reporting

### Lesson #6 - Building Parameterized Reports

- Defining and creating parameters
- Building a report with multiple parameters
- Using edit masks and descriptions
- Creating a date range parameter
- Grouping using parameters

### Lesson #8 - Summarizing Data with Cross-Tabs

- Building a basic cross-tab
- Formatting a cross-tab

### Lesson #10 - Building Specialized Reports

- Using the Running Total Expert
- Creating a form letter
- Adding a hyperlink to a report
- Using Dynamic Graphic Locations
- Building a report with alerts
- Building a top N report

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Visit the Business Objects Learning Network:

<http://www.businessobjects.com/services/training/elm/default.asp>

## Prerequisite Education

You should have completed RD110R2.

## Prerequisite Knowledge/Experience

To be successful, you must have working knowledge of:

- Windows conventions
- Basic database concepts
- Experience using web browser

## Additional Education

To increase your skill level and knowledge of Crystal Reports, the following courses are recommended:

- Crystal Reports XI R1/R2: Report Design III - Report Processing Strategies
- Crystal Reports XI R1/R2: Report Design IV - Optimizing Report Data

## Delivery & Duration

This instructor-led offering is a two-day course.



## Applicable Certification

This is a core course in the Business Objects Certified Professional: Crystal Reports XI certification.

## More Information

Visit <http://www.businessobjects.com/services/training/default.asp>.

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