



## Crystal Reports 2016 - Part 2

### Summary

Length: 16 hours Level: Experienced

In this course, students will create complex reports & data sources using the tools in Crystal Reports 2016. Students will not only create more complex reports including sub-reports and cross-tabs, but will also increase their speed and efficiency. This course may earn a Credly Badge.

### Learning Objectives

In this course, you will create complex reports using tools in Crystal Reports 2016. You will:

- Create automatic and manual running totals.
- Work with cross-tab reports.
- Add subreports.
- Create drill-downs in a report.
- Use SQL statements in report processing.
- Create complex formulas.
- Add charts to reports.
- Enhance report functionality.

### Course Outline

#### 1. Creating Running Totals

- Topic A- Create a Running Total Field
- Topic B- Modify a Running Total Field
- Topic C- Create a Manual Running Total

#### 2. Working with Cross-Tabs

- Topic A- Create a Cross-Tab Report
- Topic B- Format a Cross-Tab Report
- Topic C- Create Groups in Cross-Tab Reports

#### 3. Adding Subreports

- Topic A- Insert a Subreport
- Topic B- Edit a Subreport
- Topic C- Share Variables

#### 4. Creating Drill-Downs in a Report

- Topic A- Create a Drill-Down
- Topic B- Create Headings for Drill-Down Data

#### 5. Using SQL Statements in Report Processing

- Topic A- Create a Report Using SQL Queries
- Topic B- Summarize Report Data
- Topic C- Create Joins Using SQL
- Topic D- Create Subqueries
- Topic E- Create an SQL Expression Field

## 6. Creating Complex Formulas

Topic A- Work with Loops

Topic B- Work with Arrays

## 7. Adding Charts to Reports

Topic A- Create Charts

Topic B- Create a Chart with Drill-Down

Topic C- Create a Top N Chart

Topic D- Create a Cross-Tab Chart

Topic E- Create Charts for Grouped Data

Topic F- Format a Chart

Topic G- Create a Chart Template

## 8. Enhancing Report Functionality

Topic A- Organize Data Based on a Hierarchy

Topic B- Create a Dynamic Image

Topic C- Create a Report Alert

Topic D- Create a Geographic Map

## 9. Appendix

Appendix A- Managing Reports

Appendix B- Processing Data on the Server

Appendix C- Detecting and Fixing Problems

## Audience

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 that make it easier for other people to create reports. They may or may not have programming and/or SQL experience.

## Prerequisites

While there are no prerequisites for this course, please ensure you have the right level of experience to be successful in this training.