

Crystal Reports Advanced – 2 day



Course Objectives

Students will learn how to create advanced formulas, format reports based on calculation results, use multiple sections, insert subreports, access data from sources other than PC databases, and create user libraries.

Prerequisites

Students should have attended the *Crystal Reports Introduction-Intermediate* course, and should preferably have some hands-on experience using Crystal Reports in a working environment.

Exercises

This course is instructor led, involving the utilisation of examples and exercises in a workshop environment.

Conditional Formatting

- Absolute and conditional formatting
- Apply and remove conditional formatting
- Assign conditional attribute formatting
- Use the Highlighting Expert

Advanced Formulas

- Use variables in formulas
- Create running totals
- Understand multiple pass reporting
- Use evaluation time functions
- Create formulas using multiple variables

Multiple Sections

- Insert, move and delete sections
- Split sections
- Work with multiple sections and conditional formats

Parameter Fields

- Define parameter fields
- Create parameter fields
- Create a pick list parameter field
- Use parameter fields in the record selection formula
- Use edit masks
- Use parameter fields to specify the sort criteria
- Use the Like statement
- Use parameter fields to set conditional formats

Advanced Cross-Tabs

- Insert multiple rows, columns and summarized fields
- Format cross-tab components
- Use formula fields in cross-tab layouts
- Use parameter fields with cross-tab reports
- Insert a cross-tab for each group value

Subreports

- Identify when subreports are needed
- Insert unlinked subreports
- Format subreports
- Insert linked subreports
- Create on-demand subreports

SQL/ODBC and Crystal SQL Designer

- Defining SQL
- Defining ODBC
- Use Crystal Query Designer
- Using a query to create a report

Crystal Dictionaries

- Define a dictionary
- Use existing dictionaries
- Create dictionaries
- Enhance dictionaries
- Modify a dictionary

Graphing

- Chart types and layout options
- Use the Chart Expert
- Format existing graphs