



# Crystal Reports

## Advanced

### Overview:

This two-day course has been designed to build on the topics presented in the Crystal Reports - Basic course. The course will enhance basic skills and enable creation of more complex reports.

### Prerequisites:

To successfully understand all the content and complete activities, students must be proficient in Microsoft Windows and have knowledge of basic database as well as a solid understanding of all concepts taught in the Basic course.

### Who should attend:

The course would suit people who have completed Crystal Reports Basic and wish to further their report writing skills. The content would suit those using Crystal Reports 2013 and above.

### Benefits:

Learn to create reports with running totals  
Develop reports using advanced formulas  
Create drilldown reports  
Report on data using ODBC and SQL  
Present data graphically with Crystal Charts

### Learning Outcomes:

- Creating complex reports
- Working with subreports
- Creating advanced formulas
- Using variables and arrays in formulas
- Working with loops
- Connecting to ODBC data sources
- Charting

### Version(s):

2008, 2011, 2013, 2016

### 2 days

### Course times:

9:00am-4:30pm



### To book this course:

Call: **1300-2-GO-CTS**

Web: [www.ctstraining.com.au](http://www.ctstraining.com.au)

Email: [info@ctstraining.com.au](mailto:info@ctstraining.com.au)

 **Certificate of Attendance**  
Non-accredited course



# Content:

## \* Report Creating Review

- Reviewing Report Creation
- Group Options and Sections

## \* Complex Reports

- Building reports using parameter Fields
- Defining a parameter
- Using parameter fields
- Edit masks
- Pick lists in a parameter field

## \* Formatting Complex Reports

- Using the Section Expert
- Adding new sections
- Modifying sections
- Suppressing a blank section
- Merging sections
- Deleting sections
- Displaying records on separate pages
- Adding Hyperlinks
- OLE objects

## \* Subreports

- Creating an unlinked subreport
- Linked subreports

## \* Advanced Formulas and Functions

- Using Variables in formulas
- Declaring variables
- Understanding Variable scope
- Using Arrays
- Array variables in a formula
- Range Variables
- Advanced Functions
- Using Nested functions
- Constructs
- For construct
- While construct
- Adding Running Totals

## \* Advanced Data Access Techniques and Alerts

- Introduction to ODBC Data Sources
- Using ODBC data sources with reports
- SQL and Database Expert
- Defining an SQL Query
- Understanding SQL syntax
- Command objects
- Adding a command to repository
- Using queries
- Report Alerts
- Creating and modifying report alerts

## \* Charting

- Creating Charts in Crystal
- Working with and modifying Charts