Course Description:
Until now, you have used Crystal Reports® to build and modify reports. You want to use the advanced functionality of Crystal Reports to generate reports in the format you desire. In this course, you will create complex reports and data sources using Crystal Reports' tools. You will not only create more sophisticated reports including subreports and cross-tabs, but you will also increase the speed and efficiency of your reports by using SQL queries.

Duration: Instructor-led, group-paced, classroom-delivery learning model with structured hands on activities – 14 hours (2 days)

Course Objectives: You will create complex reports using Crystal Reports' tools.

Upon successful completion of this course, students will be able to:

- Format multiple sections
- Implement running totals
- Prompt with parameters
- Work with advanced formulas
- Add subreports
- Create powerful groups
- Work with cross-tab reports
- Utilize report alerts

Target Student: 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: Crystal Reports® 2013: Level 1. Knowledge of programming and/or SQL would also be helpful.

Course Outline

Powerful Formatting with Multiple Sections
- Using Multiple Sections in Reports
- Manipulating sections with the Section Expert
- Conditionally formatting multiple sections

Using the Running Totals Feature
- Understanding Running Totals
- Creating running totals for a list of numbers
- Conditional running totals

Prompting with Parameters
- Parameter fields overview and considerations
- Creating and using parameter fields to select records
- Using the parameter fields and the Parameter Panel
- Creating dynamic value lists with parameters
- Import a pick list
- Adding parameters to text objects
- Using multiple parameters in a report
- Specifying and limiting parameter ranges
- Using parameters with Conditional Formatting
- Sorting and grouping parameters
- Use a parameter to set Top N & Bottom N reports
- Display parameter fields
- Create cascading parameter fields

Using Advanced Formula Features
- Understanding How Crystal Reports Processes Data
- Using evaluation time functions
- Working with and declaring variables
- Assigning a value to a variable
- Using variables in formulas and arrays

Using Subreporting
- Understanding unlinked versus linked subreporting
- Formatting subreports
- Passing data from the main report to the subreport
- Creating on-demand subreports and hyperlinks

Creating Powerful Groups
- Creating and sorting custom groups
- Using group selection to filter records
- Grouping on formula fields and hierarchies

Working with Cross-Tab Reports
- Creating, formatting, and customizing cross-tabs
- Apply formatting to cross-tabs
- Change summary operations and charting
- Customizing cross-tab group names

Creating Report Alerts
- Creating and utilizing report alerts