



**Days:** 2  
**Format:** Instructor-Led  
**Certification Exams:** None  
**Certification Track:** None

**Recommended Course Sequence**

Knowledge of prerequisites  
noted below.

*Course content is subject to change  
without notice.*

## Crystal Reports 2008: Level 2

### 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.

### 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 2008: Level 1. Knowledge of programming and/or SQL would also be helpful.

### Delivery Method:

Instructor led, group-paced, classroom-delivery learning model with structured hands-on activities.

### At Course Completion:

After completing this course, students will be able to:

- 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.

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## Course Outline

<b>Lesson 1: Creating Running Totals</b>
<ul style="list-style-type: none"><li>■ Topic 1A: Create a Running Total Field</li><li>■ Topic 1B: Modify a Running Total Field</li><li>■ Topic 1C: Create a Manual Running Total</li></ul>
<b>Lesson 2: Working with Cross-Tabs</b>
<ul style="list-style-type: none"><li>■ Topic 2A: Create a Cross-Tab Report</li><li>■ Topic 2B: Format a Cross-Tab Report</li><li>■ Topic 2C: Create Groups in Cross-Tab Reports</li></ul>
<b>Lesson 3: Adding Subreports</b>
<ul style="list-style-type: none"><li>■ Topic 3A: Insert a Subreport</li><li>■ Topic 3B: Edit a Subreport</li><li>■ Topic 3C: Share Variables</li></ul>
<b>Lesson 4: Creating Drill-Downs in a Report</b>
<ul style="list-style-type: none"><li>■ Topic 4A: Create a Drill-Down</li><li>■ Topic 4B: Create Headings for Drill-Down Data</li></ul>
<b>Lesson 5: Using SQL Statements in Report Processing</b>
<ul style="list-style-type: none"><li>■ Topic 5A: Create a Report Using SQL Queries</li><li>■ Topic 5B: Summarize Report Data</li><li>■ Topic 5C: Create Joins Using SQL</li><li>■ Topic 5D: Create Subqueries</li><li>■ Topic 5E: Create a SQL Expression Field</li></ul>
<b>Lesson 6: Creating Complex Formulas</b>
<ul style="list-style-type: none"><li>■ Topic 6A: Work with Loops</li><li>■ Topic 6B: Work with Arrays</li></ul>
<b>Lesson 7: Adding Charts to Reports</b>
<ul style="list-style-type: none"><li>■ Topic 7A: Create Charts</li><li>■ Topic 7B: Create a Chart with a Drill-Down</li><li>■ Topic 7C: Create a Top N Chart</li><li>■ Topic 7D: Create a Cross-Tab Chart</li><li>■ Topic 7E: Create Charts for Grouped Data</li><li>■ Topic 7F: Format a Chart</li><li>■ Topic 7G: Create a Chart Template</li></ul>
<b>Lesson 8: Enhancing Report Functionality</b>
<ul style="list-style-type: none"><li>■ Topic 8A: Organize Data Based on a Hierarchy</li><li>■ Topic 8B: Create a Dynamic Image</li><li>■ Topic 8C: Create a Report Alert</li><li>■ Topic 8D: Create a Geographic Map</li></ul>