

learning
equals
development

EQV Course Outline



■ Crystal Reports Introduction

■ 2 Days

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Crystal Reports Introduction (2 Days)

Business Benefit

Being able to create concise reports from electronically stored data is essential within any business. Crystal Reports is a tool that can provide the information you need, in the style and format that you want it.

Who Should Attend?

- Information professionals or business users who need to become proficient quickly in creating and modifying reports within their organisation using Crystal Reports.

Learning Objectives

*By the end of this course
you will be able to...*

- Plan and create a basic report
- Identify tools used to select, sort, group and summarise
- Perform basic calculations and running totals

Course Content

- Report Design Concepts
- Report Design
- Record Selection
- Modifying record selection with the Formula Editor
- Sorting, Grouping, and Summarising
- Formatting for Presentation Quality
- Linking
- Formula Basics
- Conditional Reporting
- Section Formatting
- Charting

2011
Jul 06-07
Aug 04-05
Sep 06-07
Oct 06-07
Nov 03-04
Dec 05-06

2012
Jan 05-06
Feb 02-03
Mar 01-02
Apr 05-06
May 03-04
Jun 04-05
Jul 02-03
Aug 13-14
Sep 27-28
Oct 25-26
Nov 22-23

You may also be interested in

Crystal Reports Intermediate, Crystal Reports Advanced

Training Locations

Leicester, Sheffield, Liverpool, Manchester, Basingstoke, London

Price:
£330
per person

The EQV Promise

We ensure that our courses are well received and are delivered by trainers that have actual commercial competency in their chosen subject.

Not only is this essential for our accreditation purposes but it ensures that the trainers will be able to include relevant experiences they themselves have learnt from. This generates appropriate engagement and empathy in the training environment.

When the course is completed we will report back to you about how the training has been received and can indeed evaluate the training right from start to finish after the skills transfer period. This information can come from your account manager who is your main point of contact at all times.

The EQV Experience

Our training courses take the attendee on a journey of learning and development. Throughout the course everyone is engaged in a stimulating and participative way.

Our courses are designed to encompass many different kind of learning activities making sure they appeal to different natural styles of learning that individuals have.

Activities may include a selection of syndicate work, discussion, pair work, case studies, games, role play, quizzes and presentations.

During the event an individual works on their own implementation plan so that they have a clear plan of how they are going to support their own skills transfer back in the workplace. Whilst it is important for the attendees to enjoy the workshop we want to ensure they apply as much as possible back in the workplace.

Our Training Centre

Set in the heart of beautiful rolling Leicestershire countryside, our idyllic training facilities not only provide attendees with the perfect environment to concentrate on their individual learning experience but also provide the practicality of ample parking and fully designed and equipped training rooms.

You will be greeted upon arrival by our training co-ordinator who is your point of contact throughout the day should have any specific queries.

A delicious buffet lunch is provided, catering for a variety of dietary needs.

What Delegates Say about this course

"will save me hours of work"

"Trainer made is simple to understand"

"my boss will be happy I can do his reports"

