

BusinessObjects Desktop Intelligence XI R2: Report Design (RevA) QA230R2

Course Description

Desktop Intelligence™ is an integrated query, reporting and analysis solution that allows business users to access the data in their corporate databases directly from their desktop and present and analyze this information in a Desktop Intelligence document.

This two day instructor led classroom course is designed to give you the comprehensive skills and the core knowledge to present and analyze information, distribute documents and reports and use the major reporting features of Desktop Intelligence. After completing this course, you will be able to present information in reports as tables, as well as sophisticated dynamic documents with drillable charts. You will also be able to distribute documents and reports to colleagues.

BusinessObjects 6.x and BusinessObjects XI R2

This course is designed to teach you to use the XI R2 version and to create Desktop Intelligence documents using Desktop Intelligence. Note: there is not an XI R1 version of Desktop Intelligence and that the previous version is BusinessObjects 6.x full client. New features covered in this course include:

- Export to repository is equivalent to the 6.x workflows “publish to corporate documents” and “send to personal documents.” Publishing to public folders is the same as to corporate documents.
- Users are able to browse the folders structure or the categories structure.
- Data providers available include universe, personal data files, stored procedures, free hand SQL (in 2-tier mode only), XML data providers, and VBA data provider.
- Desktop Intelligence can be launched from InfoView.

Course Audience

The target audience for this course is business users who need to generate effective reports using BusinessObjects Desktop Intelligence.

Course Topics

Lesson #1 - Introducing Desktop Intelligence

- Understanding core concepts of Desktop Intelligence
- Understanding core functionality of Desktop Intelligence

Lesson #3 - Creating Desktop Intelligence Documents with Queries

- Getting new data with Desktop Intelligence
- Creating a query
- Modifying the query
- Understanding Report Manager
- Projecting data

Lesson #5 - Designing Reports

- Displaying data in tables and charts
- Formatting Desktop Intelligence documents
- Selecting a presentation style at point of query

Lesson #7 - Creating Variables and Alerters

- Creating variables and formulas
- Creating alerters
- Creating running calculations

Lesson #2 - Getting Started with Desktop Intelligence

- Logging on to Desktop Intelligence
- Modifying start up options
- Accessing help
- Opening documents
- Viewing reports
- Saving documents

Lesson #4 - Restricting Data Returned by a Query

- Applying query conditions
- Applying wildcards in conditions
- Using condition objects
- Understanding relational operators in conditions
- Using logical operators for multiple conditions

Lesson #6 - Enhancing Presentation of Reports

- Formatting Desktop Intelligence documents using the Slice and Dice Panel
- Applying functions
- Filtering data
- Applying calculations to data
- Applying breaks to data
- Ranking data

Lesson #8 - Synchronizing Data from Multiple Data Providers

- Concepts of combining data from multiple sources
- Building a document with blocks of data

Lesson #9 - Grouping Data using Sections

- Concepts of grouping data using sections
- Sectioning
- Outlining

Lesson #11 - Analyzing in Drill Mode

- Analyzing the data cube
- Using the drill-down mode
- Taking a snapshot of the data

Lesson #10 - Creating Templates and Styles

- Creating templates
- Applying styles

Lesson #12 - Sharing Data with Colleagues

- Sharing reports with BusinessObjects users
- Creating reports for non-BusinessObjects users
- Retrieving reports from the repository
- Exporting data
- Viewing a Desktop Intelligence document in InfoView
- Setting Desktop Intelligence viewing preference

Take it Online
Interested in online courses?
Visit the Business Objects Learning Network:

<http://www.businessobjects.com/services/training/elm/default.asp>

Prerequisite Education

Not applicable for this offering.

Prerequisite Knowledge/Experience

Not applicable for this offering.

Additional Education

If learners want to increase their skill level and knowledge of Desktop Intelligence, this course is recommended:

- BusinessObjects Desktop Intelligence XI R1/R2: Advanced Report Design

Delivery & Duration

This instructor-led offering is a two day course.

Applicable Certification

This course is not applicable to any Business Objects Certified Professional programs.

More Information

Visit <http://www.businessobjects.com/services/training/default.asp>.