Desktop Intelligence 3.1 Advanced Crosstabs

Course Summary

Description
This class is a combination of instructor-led lecture, discussions, and demonstrations with a heavy emphasis on hands-on workshops to teach Desktop Intelligence 3.1 advanced crosstab reporting concepts. Topics to be covered include creating crosstab reports, using the Slice-and-Dice Panel, formatting techniques, breaking, sorting and filtering, formulas and variables, creating master and summary cells, drill-down reports, creating and applying alerters.

Objectives
At the end of this course, students will be able to:

- Generate Crosstab Matrix Reports
- Analyze and Format the Information
- Slice and Dice Data
- Apply Calculations, Variables and Alerters
- Create Sectioned and Drill Reports
- Create Charts

Topics

- Overview/Basic Formatting
- Functions and Master/Detail
- Alerters and Drilling and Charts

Audience
This class is designed for both technical and non-technical business analysts working in a business environment who require access to information contained in a data warehouse to generate a variety of crosstab matrix reports utilizing the Desktop Intelligence Reporting tools.

Prerequisites

- Basic Windows Skills
- Desktop Intelligence 3.1 Basic Reporting

Duration
One half day

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Course Outline

I. Overview/Basic Formatting
- A. Introduction to Blocks
- B. Creating Crosstabs
- C. Using the Crosstab Wizard
- D. Using Slice-and-Dice
- E. Displaying Row and Column Headers
- F. Pivoting/Swapping Headers
- G. Removing Headers
- H. Replacing Headers
- I. Displaying Multiple Objects in Headers
- J. Effect of Adding Objects to the Query
- K. Inserting Objects in the Body of the Block
- L. Removing Objects from the Body of the Block

II. Functions and Master/Detail
- A. Breaking
- B. Break and Formula
- C. Calculations in Slice-and-Dice
- D. Ranking
- E. Ranked Variable with Break
- F. Sorting
- G. Grouping in Headings
- H. Filtering on Headings Variances
- I. Sum of the Variance
- J. Creating Variables
- K. Running Sum
- L. If-Then-Else
- M. Inserting Master Cells
- N. Creating Summary Cells
- O. Creating Master Cells
- P. Adding Summary Cells to Master
- Q. Saving Report to Excel

III. Alerters and Drilling and Charts
- A. Cell Format Alerter
- B. Text Format
- C. Variable Format
- D. Applying Alerters to Crosstab Body
- E. Applying Alerters to Crosstab Headers
- F. Editing and Reformatting Alerters
- G. Applying Different Types of Alerters
- H. Drilling on Blocks
- I. Hierarchies
- J. Drill Mode
- K. Single Dimension Drilling in Headings
- L. Multiple Dimensions Drilling in Crosstab Body
- M. Drill Options Up, Down, Across
- N. Converting to Chart

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