Introduction to Active Reports IBM Cognos 10

Course Summary

Description
This course introduces active reports with IBM Cognos® Report Studio. Topics include converting reports to active reports, active report controls and variables, creating simple active reports with controls and creating advanced active reports with decks, other controls and multiple interactive relationships, and more. The course format includes lecture, instructor-led exercises and independent workshops.

Topics
- Introduction to Active Reports
- Create Active Reports
- Active Reports in Depth
- Design Active Reports with Drill Behavior
- Advanced Active Reports
- Active Report Dashboards
- Summary

Audience
This class is designed for Report authors who will create and distribute complex active reports using Report Studio.

Prerequisites
Completion of Reporting on the Web or similar course is required and practical experience is highly recommended. A basic knowledge of Windows, Internet Explorer, and browser techniques is expected.

Duration
One day
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Course Outline

I. Introduction to Active Reports
   A. Introduce Active Reports
   B. Convert Reports to Active Reports

II. Create Active Reports
   A. Best Practices
   B. Introduce Report Controls and Variables
   C. Create Active Reports with Data Button Bars and Data Check box Groups
   D. Enable Sorting
   E. Introduce Interactive Behavior

III. Active Reports in Depth
   A. Manage Active Report Variables and Set Default Values
   B. Understand Filter and Select Behaviors
   C. Review Master Detail Relationships
   D. Tab Controls
   E. Decks and Data Decks
   F. Summarized Measures

IV. Design Active Reports with Drill Behavior
   A. Review Drill-down and Drill-up
   B. Create Reports with Drill-down and Drill-up
   C. Review Drill-Through Definitions
   D. Create Drill-Through to a Report

V. Advanced Active Reports
   A. Introduce and Use Discrete Values Sliders
   B. Introduce and Use Iterators
   C. Create Cascading Prompts in Active Reports
   D. Display Charts and Tables
   E. Discuss Mobile Requirements

VI. Active Report Dashboards
   A. Define Dashboards
   B. Create a Comprehensive Dashboard

VII. Summary
   A. Review Topics
   B. Next Steps