



8.4 BI REPORT STUDIO

Curriculum



▶ COURSE OVERVIEW

Cognos 8.4 BI Report Studio : Authoring Professional Reports (version 8.4) is a five-day, instructor-led course. It is designed for professional report authors to learn report building techniques using relational data models, and ways of enhancing, customizing, managing, and distributing professional reports. Attendees will participate in hands-on demos and workshops that illustrate key concepts while learning how to use the product.

▶ WHO SHOULD ATTEND

- ▶ PROFESSIONAL REPORT AUTHORS

▶ PREREQUISITES

- ▶ KNOWLEDGE OF YOUR BUSINESS REQUIREMENTS
- ▶ EXPERIENCE USING THE WINDOWS OPERATING SYSTEM AND A WEB BROWSER
- ▶ KNOWLEDGE OF XML (RECOMMENDED)

▶ TOPICS COVERED

- ▶ CREATE AND FORMAT REPORTS USING DIFFERENT REPORT TYPES, GROUPING, HEADERS, FOOTERS AND FORMATTING OPTIONS
- ▶ FOCUS REPORTS BY FILTERING DATA AND USING PROMPTS
- ▶ ADD VALUE TO YOUR REPORTS USING CALCULATIONS AND ADDITIONAL REPORT BUILDING TECHNIQUES
- ▶ ENHANCE REPORTS WITH ADVANCED FORMATTING AND HIGHLIGHT EXCEPTIONAL DATA
- ▶ AUTHOR REPORTS THROUGH QUERY MODELS
- ▶ VIEW RELATED INFORMATION IN DIFFERENT REPORTS
- ▶ EXAMINE COGNOS CONNECTION, PERSONALIZE YOUR PORTAL AND MANAGE THE REPORTING ENVIRONMENT
- ▶ EXAMINE AND EDIT XML IN REPORT SPECIFICATIONS
- ▶ BURST REPORTS TO EMAIL AND COGNOS CONNECTION
- ▶ CREATE RELATIONSHIPS BETWEEN QUERIES (SET OPERATIONS, JOINS, UNIONS)
- ▶ DESIGN EFFECTIVE PROMPT TO DETERMINE REPORT CONTENTS AND FORMAT AT RUNTIME
- ▶ NAVIGATE REPORTS USING BOOKMARKS AND TABLE OF CONTENTS
- ▶ ADD HTML ITEMS TO CONTROL THE BEHAVIOR OF ELEMENTS IN YOUR REPORTS

- SET UP DRILL-THROUGH ACCESS TO REPORTS AND PACKAGES
- CREATE AGENTS TO MANAGE EVENTS IN EVENT STUDIO



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