

Business Objects Web Intelligence 4.2

Course 1453 – 24 Hours

Overview

In this three day course you will learn Query Building, Report design, Working with advanced query techniques, Working with calculation contexts, Creating formulas with character and date string functions Using If logic, Working with additional reporting techniques, Creating hyperlinks, Creating a document using other data sources

On Completion, Delegates will be able to

Participants will gain the comprehensive skills and in-depth knowledge needed to apply query and reporting techniques when creating simple and complex Web Intelligence documents.

Who Should Attend

Report designers who need to create Web Intelligence documents

Prerequisites

Basic Knowledge in Excel

Course Contents

Introducing Web Intelligence

- Describing Web Intelligence concepts
- Explaining Web Intelligence core functionality
- Describing Web Intelligence and SAP BusinessObjects Business Intelligence Platform

Managing and Sharing Web Intelligence Documents

- Publishing documents to the corporate repository
- Logging in to the BI Launch Pad
- Managing documents in the BI Launch Pad
- Viewing a Web Intelligence document in BI Launch Pad
- Sharing Web Intelligence documents
- Setting BI Launch Pad preferences
- Logging off from BI Launch Pad

Creating Web Intelligence Documents with Queries

- Querying with Web Intelligence
- Creating a new document
- Modifying a document's query
- Working in the Query Panel

Restricting Data Returned by a Query

- Restricting data with query filters
- Modifying a query with a predefined query filter
- Applying a single-value query filter
- Using wildcards in query filters
- Using prompts to restrict data
- Using complex filters

Designing Web Intelligence Reports

- Working with Web Intelligence documents
- Displaying data in tables
- Working with tables
- Presenting data in free-standing cells
- Presenting data in charts

Enhancing the Presentation of Data in Reports

- Using breaks and calculations
- Using sorts and hiding data
- Formatting breaks and cross tabs
- Filtering report data
- Ranking data
- Grouping data
- Tracking data changes
- Highlighting information with formatting rules
- Organizing a report into sections
- Copying and pasting data blocks

Calculating Data with Formulas and Variables

- Formulas and variables
- Using formulas and variables

Formatting Reports

- Formatting documents
- Formatting charts

Using Multiple Data Sources

- Synchronizing data from multiple data sources
- Creating multiple queries in a document
- Synchronizing data with merged dimensions
- Using a personal data provider

Analyzing Data

- Analyzing the data cube
- Drilling in a Web Intelligence document

Query Context

- For Each, For All operators
- where