



# Advanced Crystal Reports

Learning with a difference...

## Benefits

- Improve the look of your reports
- Make your reports easier for others to read and use
- Use formulas with more than one line of statements
- Create reports directly from Excel or Access

## Course content

- Format using multiple sections
- Use sub reports
- Produce cross tab reports
- Insert charts into your reports
- Work with conditional running totals
- Add parameters for extra flexibility
- Use advanced formulas
- Create Report Alerts
- Excel and Access add-ins



## Course overview

Advanced Crystal Reports will develop your existing knowledge and enable you to create more intricate reports.

You will learn how to create and use sub reports, design cross-tabs reports and insert charts to summarise data. Add extra flexibility with multiple parameters for filtering, sorting and formatting.

Create more advanced reports with complex formulas, report alerts and learn how to utilise Access and Excel Add ins.

This course is hands on with plenty of exercises to consolidate the topics covered.

## Duration

1 day  
9:30 - 16:30

Refreshments are provided on arrival, mid morning and mid afternoon. A buffet style lunch is also provided.

## Book Now

Call our Sales team on  
01295 253253

Experience our tried and tested training methods; have fun while you learn and most importantly - apply what you have learnt in the workplace with free support service after you have completed your training!

## Other courses we offer

- Excel Professional
- Communication Skills
- Statistics in Excel

## What our customers say about our courses

*"Great course and excellent instructor"*

*"Exactly what I was expecting"*

*"I really enjoyed my day at Baseline"*



People Productivity &  
Specialist IT Training



Trelawn House, 34 North Bar  
Banbury, Oxfordshire, OX16 0TH  
Telephone: +44 (0)1295 - 253 253  
Fax: +44 (0)1295 - 253 255  
Email: [sales@baselinegroup.co.uk](mailto:sales@baselinegroup.co.uk)