

BusinessObjects Web Intelligence XIR2: Report Design

Course Number: QA210

Who should attend?

The target audience for this course is business users who need to access and analyze corporate information using InfoView and Web Intelligence.

Delivery and duration

Two-day instructor-led course

Course Agenda

Introducing Web Intelligence

- Accessing corporate information with Web Intelligence
- Understanding how universes allow you to query databases using everyday business terms

Getting Started with InfoView

- Managing documents in InfoView
- Viewing a Web Intelligence document in InfoView

Customizing InfoView

- Setting InfoView preferences
- Creating an InfoView dashboard with My InfoView

Creating Web Intelligence Documents with Queries

- Getting new data with Web Intelligence
- Creating a new Web Intelligence document
- Modifying a document's query
- Working with query properties

Restricting Data Returned by a Query

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

Report Design in the Java Report Panel

- Working in the Java Report Panel
- Displaying data in tables and charts
- Presenting data in free-standing cells

Enhancing the Presentation of Reports

- Using breaks, calculations, sorts and report filters
- Ranking data to see top or bottom values
- Using alerters to highlight information
- Organizing a report into sections
- Copying data to other applications

Formatting Reports

- Document formatting
- Formatting charts

Creating Formulas and Variables

- Using formulas and variables in the Java Report Panel

Synchronizing Data

- Creating multiple queries in a document
- Synchronizing data with merged dimensions

Analyzing Data

- Analyzing the data cube
- Drilling in the Java Report Panel
- Setting Web Intelligence drill options

Sharing Web Intelligence Documents

- Sharing documents
- Scheduling a Web Intelligence document

Working in Interactive View

- Modifying a document interactively
- Using formulas and variables in InfoView with Interactive view
- Analyzing in drill mode in InfoView