

Course ID #: 2700-205-11.1-W

Hours: 14

Delivery Method: Group Live or Group Internet Based

Course Content

Course Description:

In this course, you will cover advanced report-building techniques to enhance, customize, manage, and distribute reports. Additionally, the student will learn how to create highly interactive and engaging reports that can be run offline by creating Active Reports.

Course Objectives:

Upon successful completion of this course, students will be able to:

- Create query models
- Create reports based on query relationships
- Create advanced dynamic reports
- Design effective prompts
- Examine the report specification
- Distribute reports
- Enhance user interaction with HTML

Prerequisites:

Knowledge of your business requirements.

Previous experience building reports with IBM Cognos Analytics V11.1.x, or you have taken the IBM Cognos Analytics: Author Reports Fundamentals (V11.1.x) course.

Target Audience:

Authors.

Topics:

Lesson 1: Create query models

- Build a query and connect it to a report
- Answer a business question by referencing data in a separate query

Lesson 2: Create reports based on query relationships

- Create join relationships between queries
- Combine data containers based on relationships from different queries
- Create a report comparing the percentage of change



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Lesson 3: Introduction to dimensional reporting concepts

- Examine data sources and model types
- Describe the dimensional approach to queries
- Apply report authoring styles

Lesson 4: Introduction to dimensional data in reports

- Use members to create reports
- Identify sets and tuples in reports
- Use query calculations and set definitions

Lesson 5: Dimensional report context

- Examine dimensional report members
- Examine dimensional report measures
- Use the default measure to create a summarized column in a report

Lesson 6: Focus your dimensional data

- Focus your report by excluding members of a defined set
- Compare the use of the filter() function to a detail filter
- Filter dimensional data using slicers

Lesson 7: Calculations and dimensional functions

- Examine dimensional functions
- Show totals and exclude members
- Create a percent of base calculation

Lesson 8: Create advanced dynamic reports

- Use query macros
- Control report output using a query macro
- Create a dynamic growth report
- Create a report that displays summary data before detailed data and uses singletons to summarize information

Lesson 9: Design effective prompts

- Create a prompt that allows users to select conditional formatting values
- Create a prompt that provides users a choice between different filters
- Create a prompt to let users choose a column sort order
- Create a prompt to let users select a display type

Lesson 10: Examine the report specification

- Examine report specification flow
- Identify considerations when modifying report specifications
- Customize reporting objects

Lesson 11: Distribute reports

- Burst a report to email recipients by using a data item
- Burst a list report to the IBM Cognos Analytics portal by using a burst table
- Burst a crosstab report to the IBM Cognos Analytics portal by using a burst table and a master detail relationship



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Lesson 12: Enhance user interaction with HTML

- Create interactive reports using HTML
- Include additional information with tooltips
- Send emails using links in a report

Lesson 13: Introduction to IBM Cognos Active Reports

- Examine Active Report controls and variables
- Create a simple Active Report using Static and Data-driven controls
- Change filtering and selection behavior in a report
- Create interaction between multiple controls and variables

Lesson 14: Active Report charts and decks

- Create an Active Report with a Deck
- Create an Active Report with 11.0 visualizations

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NASBA CPE details are provided on the following pages.



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NASBA Information

Level: Advanced

Attendance Requirement: To be awarded the full credit hours, you must sign in and attend the entire course. **Recommended Field(s) of Study:** Computer Software & Applications **Recommended CPEs:** 15.5 hours

Policies: Course Registration, Cancellation, Refund, and Complaint Resolution

For more information regarding administrative policies such as complaint and program cancellation policies, please contact our offices at 800-639-3535 or visit us at: <u>www.tcworkshop.com</u>

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