



Introduction to Reporting in Cognos Analytics

Course ID #: 7000-038-ZZ-Z

Hours: 14

Course Content

Course Description:

This course introduces basic and intermediate reporting techniques with IBM Cognos® Reporting. Basic topics include the IBM Cognos Analytics portal, designing simple queries, charts, grouping, filters, prompts, calculations and more. Intermediate topics include formatting, conditional formatting, multi-query reports, creating reports from multiple packages, drill through reports and more. The course format includes lecture, instructor-led exercises and independent workshops.

Prerequisites:

A basic knowledge of Windows, Internet Explorer, and browser techniques is expected.

Target Student:

This course is designed for Report Authors/Developers and other users, who will create, maintain, and run reports in Reporting.

Topics:

- Overview of IBM Cognos Analytics
- Overview of IBM Cognos Analytics Portal
- Introduction to Reporting
- Introduction to Crosstabs and Visualizations
- Parameters & Prompts
- Calculations
- Formatting
- Conditional Formatting
- Complex Reports
- Saving and Scheduling Reports
- Summary