

# BusinessObjects Web Intelligence XI R1/R2: Report Design (Rev A) QA210R2

## Course Description

This course is designed to give you the comprehensive skills and in-depth knowledge needed to access, analyze and share corporate data using BusinessObjects™ InfoView™ and BusinessObjects Web Intelligence™.

During this course, you'll learn how to organize, manage and distribute documents using InfoView. You'll also learn how to create Web Intelligence documents for your reporting needs, to retrieve data by building queries using BusinessObjects universes and to use Web Intelligence to enhance documents for easier analysis.

After taking this course, you will be able to efficiently and effectively manage personal and corporate documents to access the information you need, when you need it. You will be able to design your own reports using Web Intelligence and share your analysis with other users.

## BusinessObjects XI Releases 1 and 2

This course is designed to teach you who have implemented both versions of the BusinessObjects XI release to create Web Intelligence documents using queries. New features covered in this course that are not applicable to BusinessObjects XI Release 1 include:

- Advanced querying and reporting techniques, such as synchronizing multiple data providers, query drill mode, and modifying query properties

- Modified workflow for creating prompted query filters and formatting report elements

- Expanded reporting features available while viewing a Web Intelligence document in InfoView

## Course Audience

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

## Course Topics

### Lesson#1 - Introducing Web Intelligence

- Accessing corporate information with Web Intelligence

- Understanding how universes allow you to query databases using everyday business terms

### Lesson#2 - Getting Started with InfoView

- Managing documents in InfoView

- Viewing a Web Intelligence document in InfoView

**Lesson#3 - Customizing InfoView**

Setting InfoView preferences  
Creating an InfoView dashboard with My InfoView

**Lesson#4 - 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

**Lesson#5 - 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

**Lesson#6 - 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

**Lesson#7 - 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

**Lesson#8 - Formatting Reports**

Document formatting  
Formatting charts

**Lesson#9 - Creating Formulas and Variables**

Using formulas and variables in the Java Report Panel

**Lesson#10 - Synchronizing Data**

Creating multiple queries in a document  
Synchronizing data with merged dimensions

### Lesson#11 - Analyzing Data

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

### Lesson#12 - Sharing Web Intelligence Documents

Sharing documents  
Scheduling a Web Intelligence document

### Lesson#13 - Working in Interactive View

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

#### Take it Online

Interested in online courses?  
Visit the Business Objects Learning Network:

<http://www.businessobjects.com/services/training/elm/default.asp>

## Prerequisite Education

N/A

## Prerequisite Knowledge/Experience

N/A

## Additional Education

If you want to increase your skill level and knowledge of Web Intelligence, this course is recommended:

BusinessObjects Web Intelligence XI R1/R2: Advanced Report Design

## Delivery & Duration

This instructor-led offering is a two-day course.

## Applicable Certification

N/A

## More Information

Visit <http://www.businessobjects.com/services/training/default.asp>.

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