Crystal Reports - Introduction

1 Day hands On Training Course

Designed for new and **current users** of Crystal Reports this session introduces Crystal Reports and how to utilize the software to generate a variety of reports.

Requirements

This session is best run hands on with participants utilising a computer.

What You Will Cover:

- Overview of Crystal Reports
- Creating Basic Reports
- Sorting, Grouping & Summarising
- Record Selection
- Section Formatting
- Report Distribution to other formats
- Basic Cross Tabs
- Linking