

COGNOS TRAINING

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COGNOS 8 BI REPORT AUTHORING - PART 2

Cognos 8 BI Report Authoring - Part 2 is a three-day, instructor-led course designed for professional report authors. Through hands-on workshops, you will learn advanced techniques for creating, modifying, and distributing professional reports using Report Studio and Cognos Connection. In particular, you will examine and create query models, burst reports, examine and edit XML report specifications, set up drill-through access, and author advanced reports. You will also learn to manage an event in Event Studio. This includes managing the task execution rules, creating a schedule for an agent, and working with agents in Cognos Connection.

Examine the Query Model

- describe the query model structure
- describe how queries are created when creating reports
- describe how data items are added to queries
- describe options for aggregating data in queries
- determine whether queries group and summarize extracted data
- describe the effects on the query of adding filters to reports
- work with multiple queries to create a detailed report inside another report

Create Query Models

- build and modify query models and then connect them to the report layout
- add filters and prompts to a report using the query model
- query dimensional data sources
- specify what data appears in report fact cells by limiting the members included in measure rollups
- edit the SQL or MDX statement for a query and author custom queries
- create relationships between queries to retrieve the required data

Distribute Reports Through Bursting

- distribute reports using bursting
- create burst keys
- identify report recipients and data items using burst tables
- distribute reports using email and Cognos Connection

Examine the Report Specification

- work with the report specification
- describe the report specification structure
- view the structure of report pages
- save and edit reports locally
- add custom objects to the Report Studio Toolbox tab
- add custom template options authors can select when creating new reports

Create Advanced Reports

- filter reports on session parameter values
- create dynamic headers and titles that reflect report data
- create a Balance Sheet
- create a Customer Invoice report

Design Effective Prompts

- control report displays using prompts
- specify conditional formatting values using prompts
- customize prompt options for users and create prompts that let users choose:
 - how to display data
 - whether to include an object in a report
 - how to sort data
 - the type of filter to apply to report data
 - specific members from a hierarchy or level
- display prompt selections in the report title

Create Additional Advanced Reports

- create a report that displays summarized data before detailed data
- highlight alternate rows in a list report
- let users navigate to details in the same report
- highlight exceptional data in crosstabs using a measure not displayed in the report
- create dynamic reports that let users view period-to-date data

Set Up Drill-Through Access

- let users navigate from a specific report to a target report
- let users navigate to a target report from reports created using specific package
- let users drill down, and then navigate to a target report
- let users navigate between reports created using different data sources
- let users navigate through multiple reports
- let users navigate to specific locations in reports

Introduction to Event Studio

- examine the role of Event Studio in Corporate Performance Management
- list the benefits of Event Studio
- add tasks to an agent
- run an agent

Build Agents With Event Studio (Optional)

- create agents
- use calculations and parameters in Event Studio
- add tasks (email, report, database update, agent)
- manage task execution rules
- test an event through its lifecycle
- schedule an agent

End to End Workshop (Optional)

- create reports to meet various business requirements
- practice the concepts learned throughout the course

Enhance User Interaction with HTML (Optional)

- create tooltips that clarify report data
- send emails using links in a report

INTENDED AUDIENCE

This course is intended for professional authors.

PREREQUISITES

- Cognos 8 BI Report Authoring - Part 1
- Knowledge of XML Programming Language will be beneficial

LET US HELP YOU

We believe an effective training program reduces the time it takes for users to learn and adopt new technology and will lead to greater satisfaction overall. Whether you choose to attend public training, deliver your own training, or require customized training that reflects your business, let Cognos Training Services assist you in developing comprehensive and economical training plans to meet these needs. To learn more or find a Training Services contact near you, visit <http://support.cognos.com/training/>.



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