SAP BusinessObjects Web Intelligence 4.x (2 Days)

Course Description

This hands-on instructor-led course will give students the skills to create comprehensive SAP BusinessObjects Web Intelligence 4.x reports. Students will learn how to analyze information, distribute information, and use the major reporting features of Web Intelligence.

Audience: This course is designed for business users who need to generate effective reports using SAP BusinessObjects Web Intelligence 4.x.

Prerequisites: No prior reporting experience is required. Familiarity with Microsoft Office is helpful.

Course Objectives:

After completing the course, student will be able to:

- Understand BusinessObjects terminology and features
- Build complete Web Intelligence reports
- Restrict data using filters
- Use various presentation styles
- Analyze data
- Use advanced query techniques
- Use report functions
- Create report variables
- Use the If Then Else statement
- Use calculation contexts
- Report from multiple data sources
- Share information with colleagues

Course Outline:

Module 1 – Introduction

Module 2 – The BI Launch Pad

Module 3 - Creating Your First Report

Module 4 - Selecting and Filtering Data

Module 5 – Evaluating Data

Module 6 – Formatting Your Report

Module 7 – Working With Data

Module 8 – Charting

Module 9 – Analyzing Data

Module 10 - Advanced Functions and Variables

Module 11 – Advanced Queries

Module 12 – Viewing Your Reports

Module 13 - Additional Resources

Appendix 1 – Student Labs