Crystal Beginner Work Package

Professional Services

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Contact

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Contents

Introduction

Crystal has been a vital tool for MRI Education users and support staff. Delegates will learn the basics of Crystal from the setup of options to being able to create a basic report.

Benefits

Export data from MRI Education for displaying statistical data to management teams.

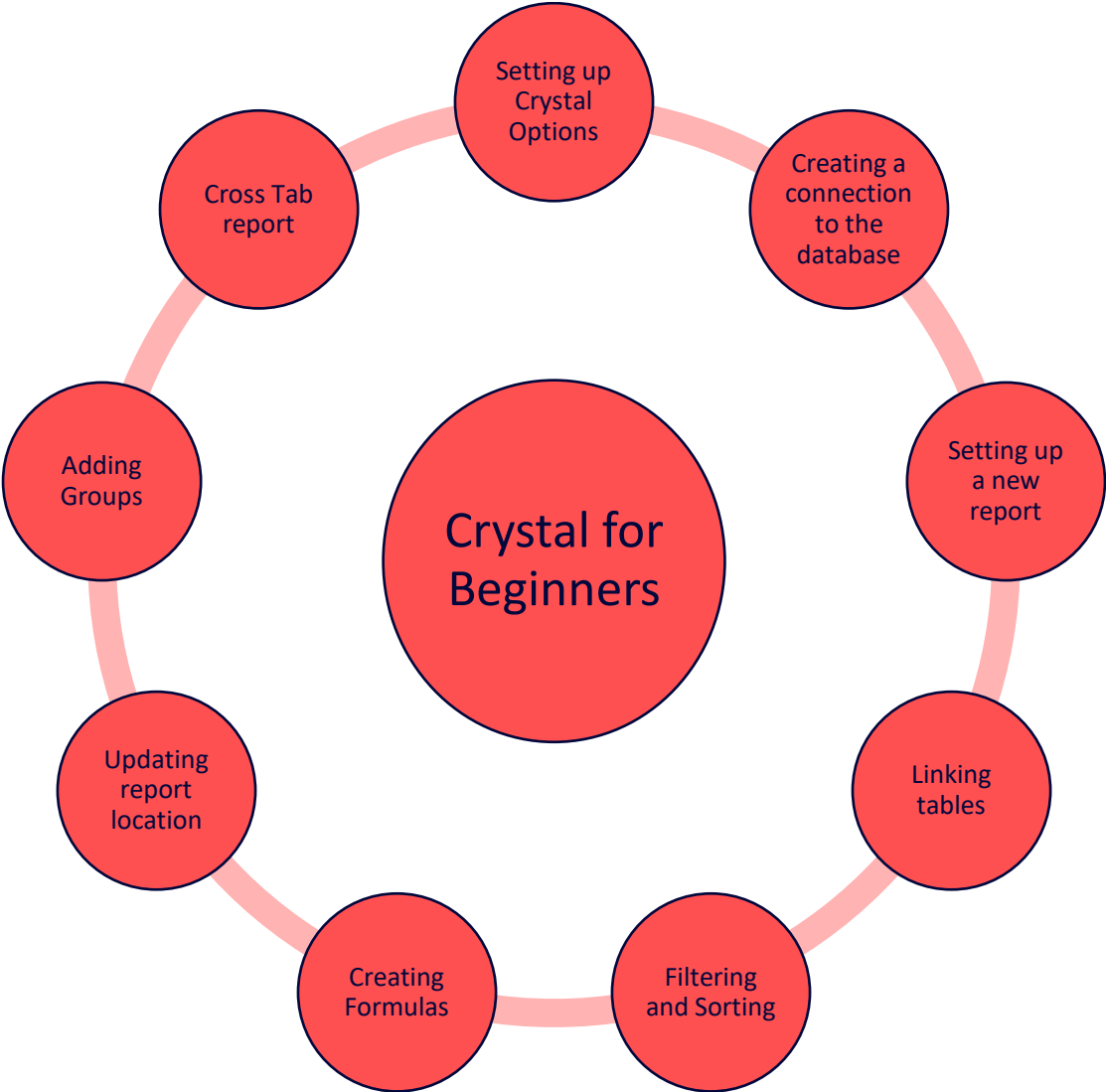# Pre-requisites

- Crystal reports 2012 or above

- Oracle Client

- MRI Education Client or Back Office

- Login for Database

Service Overview

MRI Education will assist in the successful implementation of the Crystal Reports by providing the following:

Crystal for Beginners

- Setting up Crystal Options
- Creating a connection to the database
- Cross Tab report
- Setting up a new report
- Adding Groups
- Linking tables
- Updating report location
- Filtering and Sorting
- Creating Formulas

We believe in a strong emphasis on a proactive partnership with the customer. The MRI Education Project Coordinator will work closely with the customer's appointed Project Lead throughout the project to achieve this. The MRI Education Project Coordinator is the coordinating MRI Education staff member assigned to the project and is therefore able to respond authoritatively to the needs of the project and will actively and continually monitor progress on all risks, issues, actions, and decision in order to ensure successful delivery.

Service Details

Key Prerequisites

- Crystal reports 2012 or above

- Oracle Client

- MRI Education Client or Back Office

- Login to MRI Education Database

Objectives

- Link to the MRI Education Database

- Be able to create a simple report using formulas, sorting, filtering, grouping

- Create a cross tab report

- Change the database in other reports

Audience

- Report writers

Standard Agenda

- Setting up Crystal options

- Creating a connection to the database

- Setting up a new report

- Linking tables

- Filtering data

- Sorting Data

- Creating formulas

- Update a report location for different databases

- Adding a group

- Creating a basic Cross Tab report

Outcomes

- Able to create and embed reports in MRI Education.

- Create a cross tab report

- Modify report database