Capita

SSRS Beginners

Professional Services

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Contact Capita

Contact your account manager or simon.pixley@capita.com for further details relating to this.

Contents

Introduction

SSRS (SQL Server Reporting Services) is a powerful and flexible reporting option available to LA's who want to make the wealth of information within their One system more accessible to operational staff and senior leaders. This session introduces SSRS functionality and how it can be used with the Capita One system to publish basic reports.
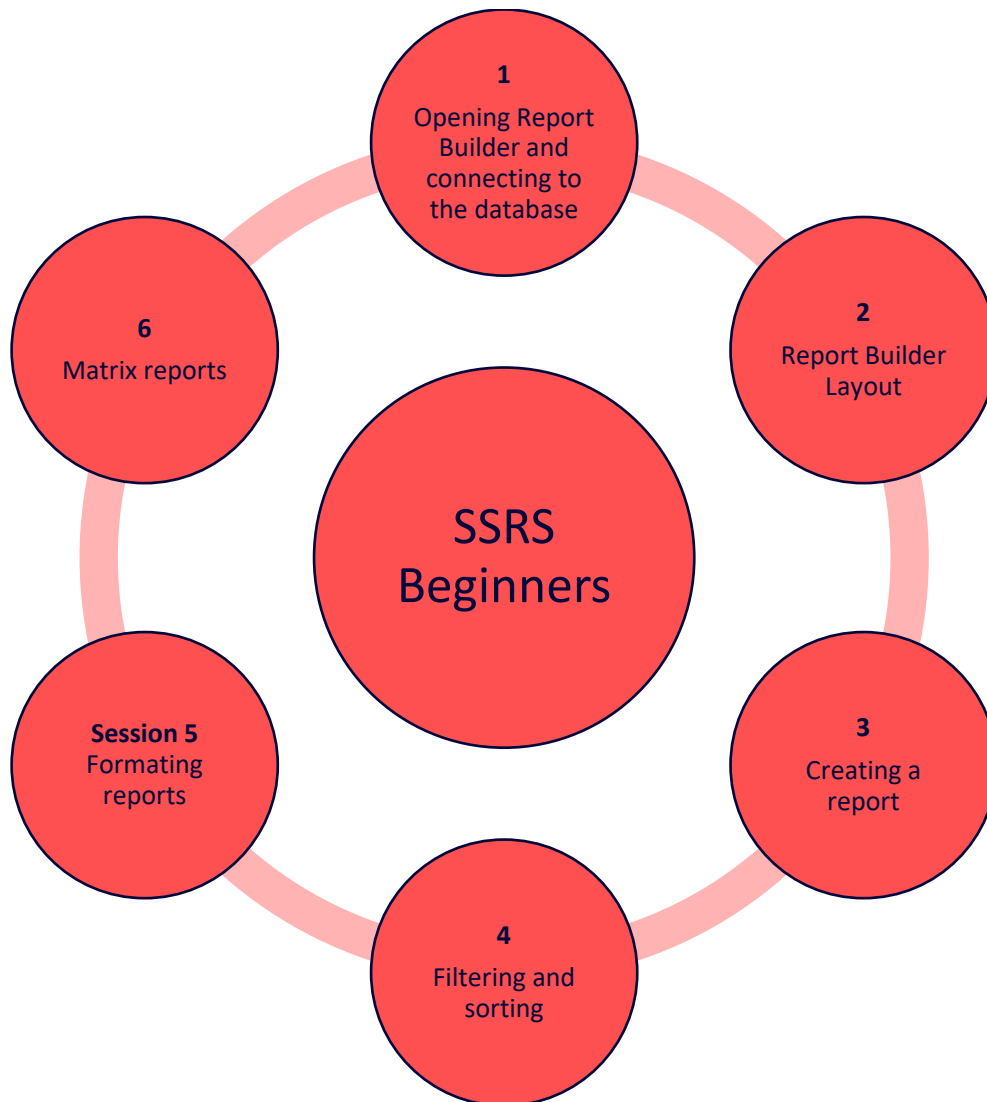
Benefits

Create visually stunning reports for Management and users.

Pre-requisites

- One V4 Client (Test) access

- MS Report Builder 3.0 2012

- PL\SQL Developer (or similar) to allow editing and testing of SQL changes

- All delegates know SQL (this is not an SQL training session)

- This Delegates Handbook as electronic copy on each PC/Laptop to allow SQL copy/paste

- Oracle client 32 bit

- Login for emsmain database

- Permissions to MS SQL report server

Service Overview

Capita believe in a strong emphasis on a proactive partnership with the customer. The Capita Project Coordinator will work closely with the customer's appointed Project Lead throughout the project to achieve this. The Capita Project Coordinator is the coordinating Capita 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

Objectives

- Learn how to create a database connection and open report builder via different methods

Standard Agenda

- Access Report Builder

- Create Data Source connection to Oracle Database

- Create a shared Data Source

- Add a folder on the Report Server

- Create a Dataset

- Report Builder Layout

- Add a Table Report Item

- Formatting and conditional formatting

- Sort, Group and Filter

- Parameters

- Totals

- Expand Collapse

- Matrix reports

Outcomes

- Create report on Data from the One database

- Set up a connection – set up a connection to the Capita One system

- Extract data from the system

- Restrict data being returned in the query

- Format data to make dates display correctly or change font/style or colour

- Simple aggregates – aggregating data to show totals and counts

- Built in Fields – add data extract dates to reports

- Publish reports – publish a report to the server for others to view