

SAP BO Training Content

Overview – System Set up and Administration

- SAP BO Integration Kit
- Installation & Configuration
- SAP BO integrated solution approach
- Server administration
- SAP Authorization administration scenario

OLAP Overview

- Integrated solution architecture
- OLAP Universe design approach
- Connectivity Options
- Variables & Prompting
- Hierarchies
- Publishing
- OLAP universe maintenance

Reporting and data visualization

- WEB- I report on SAP BI source,
- Design Principals, List of Values,
- Delegated Search,
- Smart Measures,
- Crystal reporting on SAP BI source,
- Voyager on SAP BI,
- Connectivity Overview (QaaWS and Live Office),
- Xcelsius on SAP BI

Performance Management

- BIA and BO integration
- other performance management options
- Crystal Reports Basic: Fundamentals of Report Design

Planning a Report

- Define database concepts
- Plan and develop a report prototype

Creating a Report

- Create a report, Add tables
- Describe the design environment
- Insert objects on a report
- Preview a report
- Save a report
- Position and size objects Format objects

Selecting Records

- Define the Select Expert
- Determine the criteria for record selection
- Understanding saved and refreshed data
- Apply record selection
- Apply additional record selection criteria
- Modify record selection
- Apply time-based record selection

Organizing Data on a Report

- Sort records
- Group records
- Summarize data

Formatting a Report

- Add graphical elements
- Combine text objects with database fields
- Apply specialized formatting
- Insert fields with pre-built functions

Applying Section Formatting

- Format sections
- Create a summary report

Creating Basic Formulas

- Define a formula and its purpose
- Create formulas
- Apply Boolean formulas
- Apply If-Then-Else formulas
- Apply date calculations
- Apply number calculations
- Apply string manipulation

Applying Conditional Reporting

- Determine trends in data
- Format data conditionally

Representing Data Visually

- Create a chart

Distributing a Report

- Export a report,
- Save a report to BusinessObjects™ Enterprise
- Crystal Reports: Business Reporting Solutions

Using the Repository

- Use the repository
- create a report from a repository data source

Creating Formulas

- Use functions and operators
- Define control structures available in Crystal Reports Syntax

Managing Reports

- Use the Workbench
- Publish reports to Business Objects Enterprise

Using Variables and Arrays

- Use variables, Use arrays

Using Report Templates

- Apply report templates
- Build a template without a data source
- Remove a template

Building Parameterized Reports

- Define and create parameters
- Build a report with multiple parameters
- Use edit masks and descriptions
- create a date range parameter
- Group using parameters

Summarizing Data with Crosstabs

- Build a basic crosstab
- Format a crosstab

Using Report Sections

- Use sections
- Use group related functions to format sections
- Use section underlay
- Use multiple-column reporting

Building Specialized Reports

- Use the Running Total Expert,
- Create a form letter
- add a hyperlink to a report
- Use Dynamic Graphic Locations
- Build a report with alerts
- Build a top N report

Xcelsius : Core and Connectivity

- Creating a Model
- Producing interactive visualizations of your data
- Getting around in Xcelsius
- Working with your Excel workbook
- Visualizing data with charts
- Using Xcelsius Components
- Distributing your Xcelsius Visualization
- Applying best practices for designing models

Formatting a Model

- Applying formatting options
- Using themes and templates to apply formatting

Adding Interactivity to a Model

- Using selectors
- adding dynamic visibility
- troubleshooting

Creating a Connected Model

- Using live data sources
- connecting to XML Data
- Connecting to data using an existing Web Service
- Connecting to Crystal Reports data
- Connecting to Business Objects Universes using Query as a Web Service
- Using Live Office data
- Using other connectivity components

Business Objects Universe Design

- Understanding BusinessObjects Universes
- Define BusinessObjects universe concepts
- Use the universe development cycle

Creating the Course Universe

- Describe the course database and universe
- create the course universes

Building the Universe Structure

- Populate the universe structure
- Define joins in a universe

Creating Dimension Objects

- Describe classes and objects
- Create classes and objects

Creating Measure Objects

- Define measure object concepts
- Create measure objects
- Create delegated measure objects

Resolving Loops in a Universe

- Understand loops

- Resolve loops using aliases
- Resolve loops using contexts

Resolving SQL Traps

- Understand SQL traps and universes
- Resolve fan traps
- Resolve chasm trap

Applying Restrictions on Objects

- Restrict the data returned by objects

Using @functions with Objects

- Use @functions
- Using Hierarchies
- Understand hierarchies and universes
- Work with hierarchies

Using Lists of Values

- Create a list of values
- Work with LOVs in Universe Designer
- Create a cascading LOV

Creating Derived Tables and Indexes

- Use derived tables
- Apply index awareness

Linking Universes

- Understand linked universes
- Create links between universes

Applying Universe Access Restrictions

- Set access restrictions on a universe

Managing Universes

- Understand linked universes
- Create links between universes

Applying Universe Access Restrictions

- Document universes

- Deploy universes
- Maintain universes
- Deploy universes in multiple languages

Business Objects Web Intelligence

- Introducing Web Intelligence
- Describing Web Intelligence concepts
- Explaining Web Intelligence core functionality
- Describing Web Intelligence and BusinessObjects Enterprise

Creating Web Intelligence Documents with Queries

- Querying with Web Intelligence
- Creating a new document
- modifying a document's query
- Working with query properties

Restricting Data Returned by a Query

- Restricting data with query filters
- Modifying a query with a predefined query filter
- Applying a single-value query filter
- Using wildcards in query filters
- Using prompts to restrict data
- Using complex filters

Designing Web Intelligence Reports

- Working with Web Intelligence documents
- displaying data in tables and charts
- creating tables
- Working with tables
- Presenting data in free-standing cells
- Presenting data in charts

Enhancing the Presentation of Data in Reports

- Using breaks
- Calculations
- using sorts
- Formatting breaks and cross tabs
- Using report filters

- Ranking data to see top or bottom values
- Tracking data changes
- Using alerters to highlight information
- Organizing a report into sections
- Copying data to other applications

Formatting Reports

- Formatting documents
- Formatting charts

Calculating Data with Formulas and Variables

- Explaining formulas and variables
- using formulas and variables

Using Multiple Data Sources

- Synchronizing data from multiple data sources
- Creating multiple queries in a document
- Synchronizing data with merged dimensions
- using a personal data provider

Analyzing Data

- Analyzing the data cube
- Drilling in Web Intelligence documents
- Setting Web Intelligence drill options

Managing and Sharing Web Intelligence Documents

- Exporting documents to the CMS
- Logging into Info View
- Managing documents in Info View
- Viewing a Web Intelligence document in Info View
- Sharing Web Intelligence documents
- Setting Info View preferences
- Describing Web Intelligence report panels
- Logging off from Info View