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SAP BO Online Training Course Content

Faculty: Real time and certified

(Includes theoretical as well as practical sessions)
Universe Designer

- Understanding Business-Objects Universes.
- Understanding how universes allow users to query databases using their everyday business terms.
- Creating Universe Connections.
- The course database and universe.
- Creating the universe.
- Building and populating the Universe Structure.
- Defining joins in a universe.
- Creating Dimension Objects.
- Understanding classes and objects.
- Creating Measure Objects.
- Understanding measure objects.
- Using List of Values.
- Resolving Loops.
- Resolving loops using aliases.
- Resolving loops using contexts.
- Chasm traps and Fan traps.
- Restricting the data returned by objects.
- Using Functions with Objects.
- Using @ Functions.
- Using Hierarchies.
- Working with hierarchies.
- Aggregate Awareness.
- Linking Universes.
- Creating links between universes.
- Securing Universes.
- Managing Universes.

Desktop Intelligence (Basic)

- Introduction to Desktop Intelligence.
- Understanding core concepts of Desktop Intelligence.
- Understanding core functionality of Desktop Intelligence.

- Getting Started with Desktop Intelligence.
- Logging on to Desktop Intelligence.
- Modifying start up options.
- Accessing help.
- Opening documents Viewing reports Saving documents
- Creating Desktop Intelligence Documents with Queries.
- Getting new data with Desktop Intelligence.
- Creating a query Modifying the query Understanding Report Manager
- Projecting data
- Restricting Data Returned by a Query
- Applying query conditions
- Using condition objects
- Understanding relational operators in conditions
- Using logical operators for multiple conditions
- Designing Reports
- Displaying data in tables and charts
- Formatting Desktop Intelligence documents
- Enhancing Presentation of Reports
- Formatting Desktop Intelligence documents using the Slice and Dice Panel Applying functions
- Filtering data
- Applying calculations to data
- Applying breaks to data
- Ranking data
- Creating Variables and Alerters
- Creating variables and formulas Creating alerters
- Creating running calculations
- Synchronizing Data from Multiple Data Providers Concepts of combining data from multiple sources Building a document with blocks of data
- Grouping Data using Sections
- Concepts of grouping data using sections
- Creating templates
- Applying styles
- Analyzing in Drill Mode
- Using the drill-down mode Taking a snapshot of the data
- Sharing reports with BusinessObjects users
- Creating reports for non-BusinessObjects users Retrieving reports from the repository Exporting data

Desktop Intelligence (Advanced)

- Alternative Query Techniques Defining Combined Query Types Using Combined Queries
- Using Sub-Queries
- Creating a Query on a Query
- Character and Date String Functions Understanding Character Strings
- Using Date Functions User-Defined Objects Creating User Objects
- Using a User Object in a Query
- Editing a User Object Deleting a User Object Storing a User Object Grouping Data
- Grouping Data Using "If... Then... Else..."
- Reporting from Other Data Sources

Web-Intelligence (INFOVIEW)

- Introducing Web Intelligence
- Accessing corporate information with Web Intelligence
- Understanding how universes allow you to query databases using everyday business terms.
- Getting Started with InfoView
- Managing documents in InfoView
- Viewing a Web Intelligence document in InfoView
- Customizing InfoView
- Setting InfoView Preferences
- Creating Web Intelligence Documents with Queries
- Getting new data with Web Intelligence
- Creating a new Web Intelligence document
- Modifying a document's query
- Working with query properties
- Restricting Data Returned by a Query
- Modifying a query with a predefined query filter
- Applying a single-value query filter
- Using prompts to restrict data
- Using complex filters
- Displaying data in tables and charts
- Presenting data in free-standing cells
- Enhancing the Presentation of Reports
- Using breaks, calculations, sorts and report filters
- Ranking data to see top or bottom values
- Using alerters to highlight information
- Organizing a report into sections
- Copying data to other applications

- Alternative Query Techniques Using Combined Queries Using Sub-Queries
- Creating a Query based on another Query
- Character and Date String Functions Using the character string functions Concatenating different data types Using date functions
- Using If Logic
- Grouping data using If() logic
- Using If() to modify calculation behavior
- Advanced Reporting Features Formatting breaks
- Creating custom sorts
- Displaying document data in free-standing cells

Web-Intelligence Rich Client XI R3

- Introducing Web Intelligence
- Accessing information with Web Intelligence
- Understanding how universes allow you to query databases using everyday business terms
- Create reports using webservises as a Data source
- Understanding Web Intelligence core functionalities
- Creating a document in the Web Intelligence Rich Client
- Viewing a Web Intelligence document in InfoView
- Creating Web Intelligence Documents with Queries
- Building a simple query
- Restricting data with query filters
- Applying a single-value query filter
- Using prompts to restrict data
- Using complex filters
- Report Design
- Working in the Report Panel
- Displaying data in tables and charts
- Presenting data in free-standing cells
- Enhancing the Presentation of Data in Reports
- Using breaks, calculations, and report filters
- Formatting breaks and crosstabs
- Using default and custom sorts
- 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

- Preparing documents for PDF and print
- Calculating Data with Formulas and Variables
- Understanding formulas and variables
- Understanding how Web Intelligence calculates data
- Creating formulas and variables to calculate data
- Using Multiple Data Sources
- Adding a new query using a personal data provider
- Creating multiple queries in a document
- Synchronizing data with merged dimensions
- Analyzing Data
- Drilling into the data
- Setting Web Intelligence drill options
- Managing and Sharing Web Intelligence Documents
- Exporting documents from the Rich Client
- Accessing InfoView
- Managing documents in InfoView
- Sharing documents in InfoView
- Scheduling a Web Intelligence document
- Setting InfoView preferences
- Advanced Query Techniques
- Using combined queries
- Using sub-queries
- Creating a query based on another query
- Changing data sources
- Using the query drill
- Using query sampling
- Understanding dimensions and details
- Character and Date String Functions
- Using character string functions
- Concatenating different data types
- Using date functions
- Calculation Contexts
- Understanding calculation contexts
- Redefining calculation contexts
- Using If Logic
- Grouping data with If() logic
- Using IF/ELSEIF
- Additional Reporting Techniques
- Using data tracking
- Displaying data restricted by a filter or ranking
- Using additional report functions

- Linking to Documents
- Linking to documents and URLs in Web Intelligence
- Creating hyperlinks in the HTML Report Panel
- Creating hyperlinks in the Web Intelligence Rich Client and Java Report Panel

Basic BO Administration (CMC and CCM)

- Understanding BusinessObjects Enterprise What is BusinessObjects Enterprise? Working in InfoView
- Working in the Central Management Console Busi nessObjects Enterprise Architecture
- Understanding the BusinessObjects Enterprise architecture
  Business Objects Enterprise Security Creating users, groups, and folders

The Business Objects Enterprise security model

- Categories
- Guidelines for planning security
- Profiles
- Publishing
- Scheduling

Crystal Xcelsius Dashboard

- Crystal Xcelsius Overview
- Creating Dashboards using Query As A Web Service (QAAWS)
- Creating Complex dashboards

Crystal Reports

- Crystal Reports Overview
- Creating Crystal Reports Using Templates
- Creating Crystal reports using Report selection / data selection criteria
- Using Business View Manager to build Crystal Reports
- Creating prompted reports
- Viewing Crystal reports from Infoview using Crystal Report Viewer

Wizards

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- Import Wizard
- Migration Wizard
- Report Conversion Tool
- Publishing Wizard