

Desktop Intelligence XI

Desktop Intelligence is an integrated query, reporting and analysis solution that allows business users to access the data in their corporate databases directly from their desktop and present and analyse this information in a Desktop Intelligence document.

This course is designed to give learners comprehensive skills and core knowledge to present and analyse information, distribute documents and reports and use the major reporting features of Desktop Intelligence.

On Completion, delegates will be able to

Present information in reports not only as tables, but as sophisticated dynamic documents with drillable charts. Learners will also be able to distribute documents and reports to colleagues.

Who should attend?

The target audience for this course is business users who need to generate effective reports using BusinessObjects Desktop Intelligence. The audience for this course may consist of BusinessObjects 6.5, BusinessObjects XI Release 1 and BusinessObjects XI Release 2 customers.

Practical work

Practical sessions will reinforce many of the topics covered and are used extensively throughout this course. These allow delegates to have direct hands-on practice using BusinessObjects Desktop Intelligence® to build queries and reports, and perform analysis on retrieved data, in the training environment.

Prerequisites

A working knowledge of Microsoft Windows

Course Duration

2 days

Related and Follow-On Courses

Advanced Desktop Intelligence XI

Acuma Education

All Acuma courses are delivered by trainers who are highly experienced consultant practitioners. This rich project experience coupled with professional training skills helps delegates to focus on how the course contents can be put into practice in their workplace.

Acuma delivers courses from dedicated training facilities in Manchester, Birmingham and London, but also deliver training offsite using suites of laptops, with the option to customise courses to use your own business data and tailored to your exact training needs. The most appropriate training format depends upon your training objectives, number of learners, timescales, budgets and delivery logistics. Whatever your needs, Acuma will find the approach most suited to them.

Acuma Education's seal of quality is demonstrated through consistent achievement of the prestigious "Gold Standard" from the IITT (Institute of IT Trainers).



Course Contents

Introducing 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
- Applying wildcards in 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
- Selecting a presentation style at point of query

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 alerter
- Creating running calculations

Synchronising 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
- Sectioning
- Outlining

Creating Templates and Styles

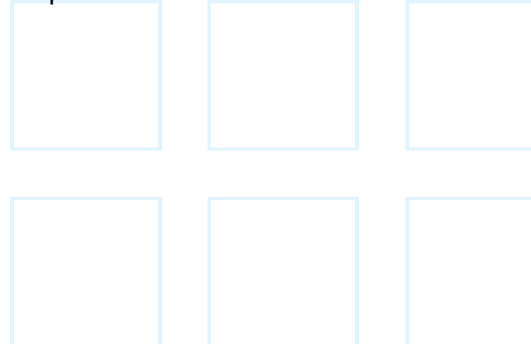
- Creating templates
- Applying styles

Analysing in Drill Mode

- Analysing the data cube
- Using the drill-down mode
- Taking a snapshot of the data

Sharing Data with Colleagues

- Sharing reports with BusinessObjects users
- Creating reports for non Business Objects users
- Retrieving reports from the repository
- Exporting data
- Viewing a Desktop Intelligence document in InfoView
- Setting Desktop Intelligence viewing preferences



Acuma is an Information Management (IM) Specialist. Acuma is part of the Saksoft group and provides solutions, which are unique, flexible and cost-effective service blending local high value consultancy and global high quality project delivery. Acuma delivers business improvements by drawing together strategy, technology and methods of Information Management into a single philosophy called the Information Value Model (IVM).