

Workshop Syllabus

Advanced Report Writing Workshop *Using Crystal Reports v. 8.5 with Maximo v. 4.1.1*

This is a one-day workshop that will further enhance attendees' skills in utilizing Crystal Reports to create custom reports from their Maximo data. This workshop is intended to build upon skills learned in the Introduction course. Students learn advanced concepts in report design for the purpose of producing more robust Maximo reports.

Students will use Crystal Reports to create several reports that they can take back to their organization for application to their Maximo database. Intensive use of hands-on exercises using a fully populated Maximo installation will provide the student with practical experience.

Prerequisites for this class include: Intro to Maximo & Crystal Report Writing or field experience generating Crystal Reports in conjunction with Maximo

- A. Advanced formatting options
 - 1. Report Sections
 - 2. Using Highlight Expert
 - 3. Conditional Formatting & Cross Tab reports
- B. Grouping by hierarchies
- C. Complex formulas and parameter design
 - 1. Arrays
 - 2. If then Else Statements
 - 3. Selection criteria using parameters
- D. Sub Reports
- E. Publishing reports to Web
 - 1. Overview of Web Server set up
 - 2. Preview published reports
 - "Save with data" vs. "refresh"

