

What our customers had to say:

"I have learnt a great deal today. I look forward to going back to the office tomorrow to use the Software " **Haynes Publishing**

"Well presented course that covered all that was required" **Goepel Electronics**

"Very good Training course and presentation" **Securicor Wireless Technology**

"This was a very good course and met my objectives" **Renishaw Plc**

- On line training
- Classroom training
- On site training
- Real time training



Aim

To provide a high degree of hands on and intensive training on Crystal Reports. When delegates return to the workplace they will be able produce and print efficient management reports from GoldMine data. The course has been designed for existing administrators or power users of GoldMine who need to make use of the additional reporting functionality offered by Crystal Reports.

This is an example-driven course that teaches the user to maximise the functionality of this powerful database-reporting tool.

Your own examples can be included into the workshop, providing they have been discussed with the trainer beforehand.

Pre-requisites

Students should already have a working knowledge of GoldMine to an advanced level, otherwise they should attend the GoldMine Advanced course beforehand.

Duration

Course is normally one full day - start time is 10.00am and we aim to finish around 4.30pm. Refreshments, provided throughout the day, and buffet lunch is included (If the course is held at the Wizard Systems Training Centre).

Why choose Wizard Systems?

- Training providers since 1993
- Courses are friendly, informal and run in small groups
- Plenty of hands on experience and exercises
- In training surveys 100% of attendees said they would recommend our training to others

Agenda

- Overview of Crystal Reports
- Overview of GoldMine database structure
- Crystal Reports set-up defaults
- Report types - standard, cross-tabs, labels
- Simple reports - telephone lists, name/address –listings
- Standard reports - contact with pending activities
- Complex reports - full management information
- Activity Reports printing from Calendar and History
- Record Selection Criteria and the Select Expert
- Grouping and Sorting
- Operators and formulae
- Adding Graphics and Objects
- Printing/exporting
- Graphs

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