

**J4158G: IBM Cognos Analytics: Author Reports Fundamentals v11.0.x**

Course Code: J4158G

Duration: 3 days

Instructor-led Training (ILT) | Virtual Instructor-led Training (VILT)

**OVERVIEW**

This offering provides Business and Professional Authors with an introduction to report building techniques using relational data models. Techniques to enhance, customize, and manage professional reports will be explored. Activities will illustrate and reinforce key concepts during this learning opportunity.

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**SKILLS COVERED**

- Please refer to course overview

**WHO SHOULD ATTEND?**

Report Authors

**PREREQUISITES**

- Knowledge of your business requirements
- IBM Cognos Analytics for Consumers (v11.0) WBT or equivalent knowledge

**COURSE OUTLINE****What is IBM Cognos Analytics - Reporting?**

- Create a simple list report
- Create a report from a dimensionally modeled relational data source

**Examine personal data sources and data modules**

- Upload personal data
- Upload custom images
- Use navigation paths
- Create a report from a personal data source

**Examine list reports**

- Group data in a list
- Format columns in a list
- Include headers and footers in a list
- Enhance a list reportAggregate measure/fact data
- Identify differences in aggregation
- Explore data aggregation

**Use shared dimensions to create multi-fact queries**

- Create a multi-fact query in a list report

**Add repeated information to reports**

- Create a mailing list report

**Create crosstab reports**

- Add measures to a crosstab
- Data sources for a crosstab

- Create a simple crosstab report

### **Create complex crosstab reports**

- Add items as peers
- Create crosstab nodes and crosstab members
- Create a complex crosstab report

### **Format, sort, and aggregate data in a crosstab**

- Sort, format, and aggregate a crosstab report

### **Create discontinuous crosstab reports**

- Present unrelated items using a discontinuous crosstab

### **Create a visualization report**

- Create and format a visualization report
- Create a report that uses a Map visualization
- Show the same data graphically and numerically

### **Focus reports using filters**

- Apply filters to a report
- Apply a detail filter on fact data in a report
- Apply a summary filter to a report

### **Focus reports using prompts**

- Create a prompt by adding a parameter
- Add a value prompt to a report
- Add a Select & search prompt to a report
- Create a cascading prompt

### **Augment reports using calculations**

- Add calculations to a report
- Display prompt selections in the report title

### **Customize reports with conditional formatting**

- Create a multilingual report
- Highlight exceptional data and conditionally render a column

### **Drill-through definitions**

- Let users navigate to related data in IBM Cognos Analytics

### **Enhance report layout**

- Create a report structured on data items
- Create a condensed list report

### **Use additional report building techniques**

- Section a report and reuse objects within the same report
- Reuse layout components in a different report
- Explore options for reports that contain no data

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