

Catch Intelligence Web Intelligence 4.x

Course Description

This one-day instructor-led course is designed to give you the comprehensive skills and in-depth knowledge needed to access, analyze and share data using SAP BusinessObjects Business Intelligence (BI) Launch Pad and BusinessObjects Web Intelligence.

During this course, you'll learn how to organize, manage and distribute documents using BI Launch Pad. You'll also learn how to create Web Intelligence documents for your reporting needs, to retrieve data by building queries using BusinessObjects universes and to use Web Intelligence to enhance documents for easier analysis.

After taking this course, you will be able to efficiently and effectively manage personal and corporate documents to access the information you need, when you need it. You will be able to design your own reports using Web Intelligence and share your analysis with other users

Course Audience

The target audience for this course is report designers who need to access and analyze information using InfoView and Web Intelligence.

Prerequisite Education

None

Additional Education

Not applicable for this offering.

Level, Delivery, and Duration

This introductory, instructor-led offering is a one-day course.

Applicable Certification

Not applicable for this offering.

Course Topics

Getting Started

- Business Objects® Terms
- Getting Started with BI Launch Pad
- Accessing Your Folders and Documents
- Managing Folders in BI Launch Pad
- Viewing and Navigating Web Intelligence
(WebI) Documents
- Managing Documents in BI Launch Pad

Creating Web Intelligence Documents

- How the Query Process Works
- Creating a Web Intelligence Document
- Build a Query
- Saving a New Document
- Modifying a Document's Query

Restricting Query Data

- Single Value Query Filter
- Prompted Query Filter
- Using AND & OR Logical Operators for
Multiple Conditions

Using the Web View to Create/Edit Reports

- Elements of a Web Intelligence Document
- Data Presentation Using Tables and
Charts
- Displaying Data in Charts
- Creating a Chart
- Converting a Table to a Chart

Reporting Presentation

- Breaks
- Sections
- Using Sorts
- Report Filters
- Ranking
- Highlighting Conditions with Formatting
Rules (Alerters)
- Creating and Activating Rules

Formulas and Variables

- Formulas
- Variables
- Formula Toolbar
- Creating a Variable as a Response to a
Prompt
- Creating a Variable to Perform a
Calculation
- Modifying and Deleting a Variable

Synchronizing Data

- Utilizing Multiple Data Providers
- Data Synchronization