

Virtual Class Agenda

Crystal Reports & Labels



Overview

This five-day, virtual course introduces the SAP Crystal Reports program in order to customize and create new reports for use with the DELMIAWorks system. Users will learn the fundamentals of working with the DELMIAWorks database structure and an introduction to the SAP Crystal Reports program with a focus on specific features used in DELMIAWorks reports. *This course is not intended as comprehensive training on working with relational databases or the SAP Crystal Reports program.* The last two days of the course are provided for users who will be using Crystal Reports to create inventory label files as it addresses topics such as commonly used fields, creating barcodes, label setup in DELMIAWorks, and printing setup/troubleshooting.

Target Learners

- Users responsible for customizing reports
- Users involved with label or report creation or edits
- DBA Access is suggested for Data Dictionary and table access

Class Prerequisites

- Basic DELMIAWorks software experience and knowledge
- Working knowledge of the DELMIAWorks database structure (tables, views etc)

Learning Objectives

- Review the basics of key Crystal Reports program settings and options
- Create basic reports from scratch using the Report Wizard feature
- Modify existing reports using Field Explorer and other features with in Crystal Reports
- Create, upload and execute custom reports in DELMIAWorks reports menus

In order to create and modify reports, the full SAP Crystal Reports program must be installed, and a license file assigned. All DELMIAworks clients receive one license file for SAP Crystal Reports program included with the purchase of the DELMIAworks product. Additional licenses can be purchased by reaching out to your Customer Success Manager.

All DELMIAworks client workstations are automatically installed with an SAP Crystal Reports runtime engine program that allows users to print reports from the DELMIAworks program. This program grants read-only access for running reports.

NOTE: Attendees may choose to attend only the first three days of General Crystal Report's content or only the last two days of Crystal Labels specific content.



Class Schedule

Day 1

Orientation
Database Connectivity
DELMIAworks database architecture
Break
Lab 1 – Identifying Tables

Day 2

Crystal Reports Basics
Break
Lab 2 – Creating a basic report
Table / View Linking

Day 3

Blank Report exercise (Finding Fields, Formatting, Formulas, Parameters, Groups, etc...)
Break
Adding Reports to DELMIAworks Reports / Report Security
Lab 3 – Creating a multi-table report
Discussion, Q&A

Day 4

Working with Labels
Getting Started: New Label report
Report and Page formatting
Break
Image fields
Barcode fields

Day 5

Label Setup in DELMIAworks
Printing Labels
Break
Troubleshooting printing Issues
Lab – Create a Manufactured Label
Q&A

Virtual Class Cancellation Policy

- *Cancellation notice received 15 or more days prior to the class start date incur no fee, those received 14 or less days prior incur a 50% cancellation fee.*
- DELMIAWorks reserves the right to cancel low capacity classes. To confirm class availability please contact DELMIAWorks.training@3ds.com.