

Training: IBM
IBM Cognos Analytics: Author Reports Fundamentals


TRAINING GOALS:

This course provides authors with an introduction to build reports using Cognos Analytics. Techniques to enhance, customize, and manage reports will be explored. Activities will illustrate and reinforce key concepts during this learning opportunity.

- What is IBM Cognos Analytics - Reporting?
- Dimensionally modeled relational data
- Use personal data sources and data modules
- Examine list reports
- Aggregate fact data
- Multiple facts and repeated information
- Add repeated information to reports
- Create crosstab reports
- Customize reports with conditional formatting
- Drill-through definitions
- Work with crosstab data
- Create discontinuous crosstab reports
- Create visualization reports
- Focus reports using filters
- Focus reports using prompts
- Use calculations
- Enhance report layout
- Use additional report-building techniques

Authors

CONSPECT:

What is IBM Cognos Analytics - Reporting?

- The Welcome page
- Consume report content
- Interactive filtering

- Working with reports

Dimensionally modeled relational data

Use personal data sources and data modules

- Upload personal data
- Upload custom images
- Using navigation paths in a data module

Examine list reports

- Group data
- Format columns
- Include headers and footers

Aggregate fact data

- Identify differences in aggregation

Multiple facts and repeated information

- Use shared dimensions to create multi-fact queries
- Present repeated information

Add repeated information to reports

- Create a mailing list report

Create crosstab reports

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

Create complex crosstab reports

- Add items as peers
- Create crosstab nodes and crosstab members

Work with crosstab data

- Format, sort, and aggregate a crosstab

Create discontinuous crosstab reports

Create visualization reports

- Visualization categories
- Customize visualizations
- Client side visualizations
- Enhanced map visualizations

Focus reports using filters

- Create filters to narrow the focus
- Use advanced detail filters
- Apply a filter with aggregation
- Use summary filters

Focus reports using prompts

- Examine parameters and prompts
- Create a parameter for a report item
- Add a prompt page
- Add a prompt item to a report
- Identify a prompt type
- Create a cascading prompt

Use calculations

- What are calculations?
- Add Date and Time functions
- Add string functions
- Display prompt selections in report titles

Customize reports with conditional formatting

- Three steps for conditional formatting
- Create a variable
- Assign the variable to a report object
- Format based on the conditional value
- Conditionally render report objects

Drill-through definitions

- Navigate to related data

Enhance report layout

- View the structure of a report
- Use Guided report layout
- Force page breaks
- Create horizontal pagination
- Modify the report structure
- Format objects across reports

Use additional report-building techniques

- Enhance a report design
- Add objects to reports
- Convert a list to a crosstab
- Explore reuse

REQUIREMENTS:

- Knowledge of your business requirements
- Experience using IBM Cognos Analytics as a consumer

Difficulty level

