Course Detail:

Overview of IBM Cognos BI

- Describe IBM Cognos BI ~~and Financial Performance Management~~
- Describe IBM Cognos BI components
    - Focus on Report Studio, Framework Manager, Dynamic Cubes
- Describe IBM Cognos BI architecture at a high level
- Define IBM Cognos groups and roles
- ~~Explain how to extend IBM Cognos~~

Introduction to the Reporting Application

- Examine Report Studio and its interface
- Explore different report types
- Create a simple, sorted, and formatted report
- Explore how data items are added to queries

Create List Reports

- Format, group, and sort list reports
- Describe options for aggregating data
- Create a multi-fact query
- Create a report with repeated data

Overview of Framework Manager with live Demo – 30 mins or so – can be taken in parts

- Concept
- Use
- Layers
- Usage Property
- Aggregation/ Auto aggregation
- Security options

Focus Reports Using Filters

- Create filters to narrow the focus of reports
- Examine detail and summary filters
- Determine when to apply filters on aggregate data

Create Crosstab Reports

- Format and sort crosstab reports
- Convert a list to a crosstab
- Create crosstabs using unrelated data items
- Create complex crosstabs using drag and drop functionality

Present Data Graphically

- Create charts containing peer and nested items
- Add context to charts
- Create and reuse custom chart palettes
- Present key data in a single dashboard report

Focus Reports Using Prompts

- Identify various prompt types
- Use parameters and prompts to focus data
- Search for prompt items
- Customize prompts to facilitate users' choices
- Navigate between pages
- Display users' prompt selections in the report

Extend Reports Using Calculations

- Create calculations based on data in the data source
- Add run-time information to the reports
- Create expressions using functions
- Cognos Date Time functions
- Oracle Supported functions

Present Data Using Maps

- Present data using map reports
- Navigate to another level within a map

Use Additional Report Building Techniques

- Reuse objects within the same report
- Share layout components among separate reports
- Discuss report templates
- Add pages to a report
- Choose options to handle reports with no available data

Customize Reports with Conditional Formatting

- Create multi-lingual reports
- Highlight exceptional data

- Show and hide data
- Conditionally render objects in reports

Drill-Through From One Report to Another

- Let users navigate from a specific report to a target report
- Pass parameter values to filter the data in drill-through targets

Drill-through Definitions

- Enable users to navigate to related data in IBM Cognos BI
- Parameter-driven drill through vs. dynamic drill through
- Steps to enable drill-through access for a package
- Limit the items that users ca drill through from (set scope)
- Set a measure as the scope
- Drill Through Assistant

Enhance Report Layout

- Force page breaks in reports
- Modify existing report structures
- Apply horizontal formatting
- Specify print options for PDF reports
- Combine data containers displaying data from different queries
- Format data and report objects

Additional Topics:

- **IMP: Query Joins with scenarios**
- **IMP: Aggregation properties of Query/Data Items (Demo at Model level and hands-on at Report Query level). How query output differs with aggregation set for**
- **IMP: Difference between different calculations – Data Item, Query Item, Layout Calculation**
- **IMP: Viewing SQL, Types of SQL, Understanding multiple SQLs**
- Master-Detail Relationship
- Color Palettes, copying palettes across reports
- Page Settings – Size, Orientation
- Using Tables for organizing report charts/lists, Scroll Behavior for avoiding multi-page lists
- Export in PDF/Excel formats
- Importance of Class in object properties
- Other UI navigation scenarios:

- o Viewing Query Data
- o Running a single page instead of the entire report
- Bursting