

IBM COGNOS FAST TRACK REPORTING

COURSE OVERVIEW

THIS COURSE IS A COMBINATION OF THE 3 KEY BASIC REPORT AUTHORING AND DATA MODELLING COURSES:

- IBM Cognos Framework Manager
- IBM Cognos Professional Report Authoring
- IBM Cognos Ad-hoc Reporting

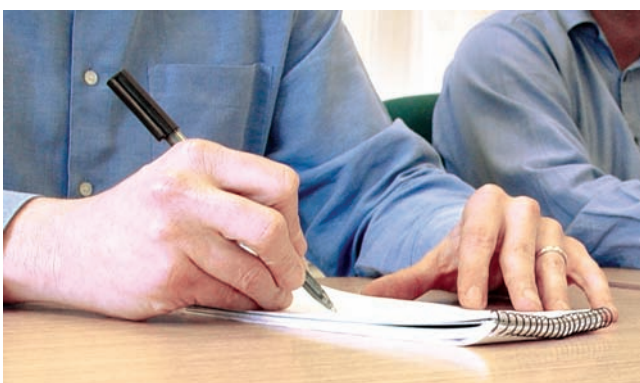
This course will enable you to understand the functionality of the IBM Cognos BI Reporting tools and how to apply these, using a generic set of training data, to produce professional quality reports. In the Framework Manager section of the course you will gain an understanding of data sources, how to model your data to best suit reporting needs and how to apply security to your data.

Over the 5 days of the course you will be given an Overview of the IBM Cognos BI Reporting solution and learn, through a series of interactive hands-on lessons, how to use IBM Cognos Connection and the 3 main reporting studios; IBM Cognos Query Studio, Analysis Studio and Report Studio. A more in depth look at IBM Cognos Report Studio will show you how to deliver professional quality reports.

You will look at how IBM Cognos is integrated with MS Office using IBM Cognos Connection and Cognos Analysis for Excel (CAFÉ).

During the Framework Manager section of the course you will gain an understanding of data sources, how to model your data and apply data security techniques to best suit the reporting needs of your organisation.

Understanding the roles that IBM Cognos Connection, the Reporting Studios and Framework Manager play in the delivery of the overall BI solution together with a detailed knowledge of Report Studio will equip you with the means to deliver professionally authored reports to your organisation.



COURSE OBJECTIVES

- Understand how reporting and the Framework model fit into the overall IBM Cognos 8 BI Solution
- To learn the fundamentals of IBM Cognos Connection, Query Studio, Analysis Studio and Report Studio
- Learn how to integrate IBM Cognos reports and analyses into MS Office Applications using IBM Cognos Connection and IBM Cognos Analysis for Excel (CAFÉ).
- Learn and apply report authoring techniques using Report Studio against a case study set of data
- Understand report design and build techniques
- To learn how to use Framework Manager to create a user friendly interface to your organisation data

- Understand data traps and how to overcome them when designing effective data models.

WHO SHOULD ATTEND

Developers who are responsible for building and maintaining the IBM Cognos BI reporting environment and delivering professional reports using the IBM Cognos toolset.

LENGTH: 5 days

CODE: BIFAS5

LOCATION: Inca Academy

COURSE OUTLINE: IBM COGNOS FAST TRACK REPORTING

MODULE 1 IBM COGNOS CONNECTION AND ADHOC REPORTING

LESSON 1: OVERVIEW OF THE IBM COGNOS 8 REPORTING SOLUTION

- Components of the Overall Cognos 8 Solution
- Function of the Reporting Components
- The case study model used in the lessons
- Which tools are best suited to a reporting requirement.
- Deploying reports using IBM Cognos Connection

LESSON 2: USING IBM COGNOS CONNECTION

- Logon and Navigate around the IBM Cognos Web Portal
- Access the on-line help system
- Organise Entries

LESSON 3: USING IBM COGNOS QUERY STUDIO

- Creating a report
- Filter and Sort Data
- Grouping and Summarising Data
- Add calculations
- Basic Formatting

LESSON 4: USING IBM COGNOS ANALYSIS STUDIO

- Creating an Analysis
- Understand Slicing and Dicing
- Use Drill Up / Down
- Add Calculations
- Swap between Reports and Charts

LESSON 5: IBM COGNOS CONNECTION & CAFÉ

- Create List reports using CAFÉ
- Create Exploration reports using CAFÉ
- Integration with MS Office using Cognos Connection

MODULE 2 PROFESSIONAL REPORT AUTHORING

LESSON 6: IBM COGNOS REPORT STUDIO - LIST REPORTS

- The IBM Cognos Report Studio Interface
- Creating a List Report
- Grouping and Summarising Data
- Including Headers and Footers

LESSON 7: IBM COGNOS REPORT STUDIO - CROSTAB REPORTS

- Build a crosstab report
- Understand drop zones and crosstab structure
- Nesting data Items within a Report
- Sorting Rows and Columns
- Adding Row and Column Totals.
- Discontinuous Crosstabs

LESSON 8: IBM COGNOS REPORT STUDIO: CHARTS

- Build a report including a chart
- Use Tables to control the layout
- Configure chart properties
- Understand how data can be formatted

LESSON 9: IBM COGNOS REPORT STUDIO - FILTERING DATA

- Understand different types of filters
- Creating filters
- Applying Model Filters

LESSON 10: IBM COGNOS REPORT STUDIO - ADDING PROMPTS TO REPORTS

- Parameters and Prompts
- Prompt types
- Creating an automatic prompts
- Building a Prompt Pages
- Cascading Prompts
- Changing Prompt properties

LESSON 11: IBM COGNOS REPORT STUDIO - ADDING CALCULATIONS TO REPORTS

- Understanding Types of Calculations
- Creating query Calculations
- Creating Layout Calculations
- Using the Functions Tab

LESSON 12: IBM COGNOS REPORT STUDIO - DRILL-THROUGH REPORTS

- Creating a Drill-Through Report
- Passing Parameters and Context between Reports

LESSON 13: IBM COGNOS REPORT STUDIO - DIMENSIONAL REPORTING

- Working with Dimensional Data
- Automatic Drill-Downs
- Member Reporting
- Creating a Report with Drill Up /Down

LESSON 14: IBM COGNOS REPORT STUDIO - ADVANCED FORMATTING

- Adaptive Layouts
- Formatting Report Data and Objects
- Adding Pages and Managing Page Sets

LESSON 15: IBM COGNOS REPORT STUDIO - ADVANCED REPORT BUILDING TECHNIQUES

- Using Sections
- Converting Reports to Another Format
- Reusing report Objects
- Building Master-Detail Reports

LESSON 16: IBM COGNOS REPORT STUDIO - CONDITIONAL FORMATTING

- Changing Displayed Items / formats Based on Conditions
- Conditional Rendering in Reports

LESSON 17: IBM COGNOS REPORT STUDIO - CREATING DASHBOARD TABS

- Using Cognos Connection to Create Dashboards

MODULE 3 IBM COGNOS FRAMEWORK MANAGER

LESSON 1: INTRODUCTION AND DATA SOURCES

- Starting with IBM Cognos Framework Manager

LESSON 2: IBM COGNOS FRAMEWORK MANAGER OVERVIEW

- The Interface
- Icons and Objects

LESSON 3: AN IBM COGNOS FRAMEWORK MANAGER PROJECT

- Data Types, Aggregation and Properties
- Creating a New Project
- Using the Metadata Wizard
- File Structure
- Using the Log File

LESSON 4: MODELLING YOUR DATA

- Namespaces
- Data, Model and Stored Procedure Query Subjects
- Defining relationships
- Star Schema Modelling
- Merging Query Subjects
- Database Schema Diagram

LESSON 5: PACKAGES AND TOOLS

- Available Tools
- Governors
- Creating a Package

LESSON 6: FILTERS AND PROMPTS

- Understanding Filters
- Creating Embedded Filters
- Creating Prompts
- YTD Calculations

LESSON 7: DETERMINANTS AND DIMENSIONS

- Understanding Granularity
- Creating and Usage of Determinants
- Creating Multiple Fact Tables

LESSON 8: DIMENSIONALLY MODELLED RELATIONAL DATA (DMR)

- DMR vs OLAP Cubes
- Regular and Measure Dimensions
- Creating Dimensions and Hierarchies
- Creating Fact Tables

LESSON 9: SECURITY

- Adding Data Security
- Adding Object Security
- Using Macros to apply security

LESSON 10: PARAMETER MAPS

- Creating and Using Parameter Maps

Summary