

Course Code: B6258G

Course Title: IBM Cognos Analytics: Author Reports Fundamentals (V11.1.x)

## Description:

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.

## Objectives:

- 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

## Prerequisites:

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

## Duration:

24 Hrs

## Topics:

What is IBM Cognos Analytics - Reporting?• The Welcome page• Consume report content• Interactive filtering• Working with reportsDimensionally modeled relational dataUse personal data sources and data modules• Upload personal data• Upload custom images• Using navigation paths in a data moduleExamine list reports• Group data• Format columns• Include headers and footersAggregate fact data• Identify differences in aggregationMultiple facts and repeated information• Use shared dimensions to create multi-fact queries• Present repeated informationAdd repeated information to reports• Create a mailing list reportCreate crosstab reports• Add measures to a crosstab• Data sources for a crosstabCreate complex crosstab reports• Add items

as peers• Create crosstab nodes and crosstab membersWork with crosstab data• Format, sort, and aggregate a crosstabCreate discontinuous crosstab reportsCreate visualization reports• Visualization categories• Customize visualizations• Client side visualizations• Enhanced map visualizationsFocus reports using filters• Create filters to narrow the focus• Use advanced detail filters• Apply a filter with aggregation• Use summary filtersFocus 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 promptUse calculations• What are calculations?• Add Date and Time functions• Add string functions• Display prompt selections in report titlesCustomize 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 objectsDrill-through definitions• Navigate to related dataEnhance 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 reportsUse additional report-building techniques• Enhance a report design• Add objects to reports• Convert a list to a crosstab• Explore reuse

## **Audience:**

Authors