IBM COGNOS ANALYTICS: AUTHOR REPORTS FUNDAMENTALS (V11.1.X)

Course Code: 100295

Learn techniques to enhance, customize, and manage your professional reports.

This course provides you with an introduction to report building techniques using relational data models. You'll learn techniques to enhance, customize, and manage professional reports. Hands-on activities will illustrate and reinforce key concepts and skills.

What You'll Learn

- Dimensionally modeled relational data
- How to use personal data sources and data modules
- Examining list reports
- Aggregating fact data
- Using multiple facts and repeated information
- Add repeated information to reports
- Create crosstab reports
- Complex crosstab report creation
- Work with crosstab data
- How to create discontinuous crosstab reports
- Visualization report creation
- How to use filter and prompts
- Use calculations
- How to customize reports using conditional formatting
- Drill-through definitions
- How to enhance report layouts

While class exercises are performed within a Cognos Analytics v11.1 environment, our expert instructors can provide guidance on previous Cognos versions and their differences.

Who Needs to Attend

Report Authors and Business Analysts

Prerequisites

You should have:

- Knowledge of your business requirements
- Experience using the Windows operating system
- Experience using a Web browser

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CLASSROOM LIVE	$2,850 USD	3 Day

Classroom Live Outline

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

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

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

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VIRTUAL CLASSROOM LIVE	$2,850 USD	3 Day

Virtual Classroom Live Outline

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Sep 22 - 24, 2025 | 9:30 AM - 5:30 PM EST

Oct 20 - 22, 2025 | 9:30 AM - 5:30 PM EST

Nov 17 - 19, 2025 | 9:30 AM - 5:30 PM EST

Dec 15 - 17, 2025 | 9:30 AM - 5:30 PM EST

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ON-DEMAND	$1,450 USD

On-Demand Outline

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PRIVATE GROUP TRAINING	3 Day

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