

Introduction to RE Reports with Crystal Outline

Crystal Reports with Raiser's Edge Course

This course provides a solid foundation for building Crystal Reports using Raiser's Edge®. It is designed for any user who is responsible for extracting data from the RE 7 database with this combination software. This is a half day or full day course.

Prerequisites: The Raiser's Edge® 7 Constituent and Gift Data or equivalent experience.

Topics:

- ◆ Overview – using Crystal Reports with Raiser's Edge
- ◆ Build a custom report in Raiser's Edge
 - Process
 - Using Query
 - Tips
- ◆ Explore the Crystal Reports interface, including:
 - Tools
 - Report types
 - Field Editor
 - Options
 - Design sections/ Section Expert
- ◆ How use the Crystal Report software
 - Add fields / Table
 - Sort/ Filter tools
 - Formatting tools
 - Save files

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