

CRYSTAL REPORTS 7 OR 8.5-SYBASE TRAINING AGENDAS

Bloom Road Consulting Group

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Objectives: Participants will learn how to write Crystal Reports to retrieve data from Ascent Sybase database. Instruction is onsite or online web-based method. Emphasis is on individual participants mastering each skill or concept and applying them to actual reporting needs.

Basic Crystal Topics: (3 days or 18 online hours)

1. Ascent Sybase schema
 - a. Patient tables
 - b. Module tables
 - c. Master tables
2. Reporting Writing Basics
3. Getting Started with Crystal
 - a. Design – Sections, Menus and Options
 - b. Connected to data sources
 - c. Preview
4. Report Designing, Planning & Linking
5. Database Selection
6. Table Selection
7. Field Selection Options
8. Record Selection
 - a. Select Expert
 - b. Select formulas
 - c. Parameters
9. Formulas
 - a. Dates
 - b. Strings
 - c. Arithmetic
10. Sorting & Grouping
 - a. Summary versus Detail Reports
 - b. Group Headers, Group Footers
11. Managing Multiple Records
 - a. WhilePrintingRecords
 - b. SubReports
12. Reporting in selected Modules
 - a. Financial
 - b. Utilization Review & Certifications
 - c. Case Review
 - d. Physician Advisory
 - e. Avoidable Days
 - f. Denials & Appeals

Additional Advanced topics (1-2 hours each)

1. Charts & Graphs
2. Exporting Data to Excel or text files
3. Report Formatting
4. SQL Intro
5. Cross Tab Reports