



PayFlex - Basic Crystal Reporting -Version X1 Workshop - for 32-bit

Workshop Objective:

To create basic Crystal reports by utilizing the information contained in PayFlex.

Note: *This course is not available for hosted clients.*

Attend if you:

- Want to create and manipulate basic reports
- Have not created reports using Crystal Reports X1

How you will benefit:

- You will be able to organize, structure and highlight your data into meaningful information
- You will be able to develop reports that allow you to communicate more effectively with the decision makers in your organization
- Create custom reports quickly and accurately
- Reduce time by manipulating data from PayFlex

Once you have attended, you can:

- Understand the report design environment
- Create simple reports
- Create simple formulas
- Insert and format text objects
- Link, select, sort and group tables
- Summarize fields and insert Grand totals

Duration: 2 days

Prerequisites:

- Keyboarding skills
- Proficiency in the Windows environment