

# Business Intelligence

## Course Outline

**Analysis Studio - Ref RAS100\_c8**

**Duration – 1 Day**

- **Course Outline**
  - To show users how to effectively navigate business data with Analysis Studio.
  - To enable the identification of business critical items.
  - To assess performance by focusing attention to data.
- **Designed For** New users of Analysis Studio.
- **Pre-requisites** Practical experience of a Web browser, and previous reporting experience an advantage, e.g. with Excel, Crystal reports, etc.

UNITS	CONTENT
Analysis Studio user interface	Overview of the user interface, using common icons. Opening and running a prepared report
Building a basic report	Inserting Rows, Columns and Measures. Replacing and removing inserted items
Focusing Your Analysis	Drill up, Drill down, Drill through Change interpretation of measures Sorting data Basic filtering and hiding data
Advanced reporting	Displaying data as a chart Layouts and Sets Adding calculations Detail and Summary Filters Titles and page layouts Exporting data