CA700

Reporting in Financials

COURSE OUTLINE

Course Version: 15
Course Duration: 4 Day(s)

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Typographic Conventions

American English is the standard used in this handbook.

The following typographic conventions are also used.

This information is displayed in the instructor's presentation	
Demonstration	
Procedure	
Warning or Caution	
Hint	
Related or Additional Information	
Facilitated Discussion	
User interface control	*Example text*
Window title	*Example text*

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Course Overview

TARGET AUDIENCE
This course is intended for the following audiences:

- Application Consultant
- Business Analyst

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UNIT 1 Reporting Requirements in Financials

Lesson 1: Listing Reporting Tools for Financials

Lesson Objectives

After completing this lesson, you will be able to:

- Describe the different tools available for reporting in Financials

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UNIT 2

Standard Reports in Financial and Management Accounting

Lesson 1: Using the Information Systems

Lesson Objectives

After completing this lesson, you will be able to:

- Navigate the information systems
- Execute standard reports in Financial Accounting
- Execute standard reports in Management Accounting

Lesson 2: Using Report Variants and Variables

Lesson Objectives

After completing this lesson, you will be able to:

- Create report variants

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UNIT 3 SAP List Viewer

Lesson 1: Using the SAP List Viewer

Lesson Objectives

After completing this lesson, you will be able to:

- Display a line item report using the SAP List Viewer
- View an SAP List Viewer report with SAP Crystal Reports viewer
- Modify user settings

Lesson 2: Editing a Display Variant

Lesson Objectives

After completing this lesson, you will be able to:

- Use different layouts with variants

Lesson 3: Using Additional Selection Criteria in Financial (FI) Reports

Lesson Objectives

After completing this lesson, you will be able to:

- Use additional selection criteria in financial reports

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UNIT 4 AR/AP Information System

Lesson 1: Using the AR/AP Information System

Lesson Objectives

After completing this lesson, you will be able to:

- Use reports in the AR/AP information system
- Outline standard evaluations

Lesson 2: Customizing the AR/AP Information System

Lesson Objectives

After completing this lesson, you will be able to:

- Change evaluation views in the information system
- Maintain evaluation types
- Create evaluation versions

Lesson 3: Creating and Displaying Evaluations

Lesson Objectives

After completing this lesson, you will be able to:

- Create evaluations in the AR/AP information system

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UNIT 5 Report Painter Reports

Lesson 1: Executing and Navigating in Report Painter Reports

Lesson Objectives

After completing this lesson, you will be able to:

- Execute a Report Painter report

Lesson 2: Creating the Structures for Report Painter Reports

Lesson Objectives

After completing this lesson, you will be able to:

- Create the different structures required for Report Painter reports

Lesson 3: Creating Basic Report Painter Reports

Lesson Objectives

After completing this lesson, you will be able to:

- Create a basic Report Painter report

Lesson 4: Creating Dynamic Report Painter Reports

Lesson Objectives

After completing this lesson, you will be able to:

- Use a characteristic explosion in a report row to show more data
- Sort hierarchies
- Use variables in a report to allow the user to make selections at runtime

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UNIT 6 Drilldown Reporting

Lesson 1: Introducing Drilldown Reports

Lesson Objectives
After completing this lesson, you will be able to:

- Describe the different types of report outputs

Lesson 2: Navigating in Classic Drilldown Reports

Lesson Objectives
After completing this lesson, you will be able to:

- Navigate in a drilldown report using the classic output format
- Perform additional analysis functions

Lesson 3: Navigating in Graphical Drilldown Reports

Lesson Objectives
After completing this lesson, you will be able to:

- Navigate in a drilldown report using the graphical output format

Lesson 4: Optimizing Report Execution

Lesson Objectives
After completing this lesson, you will be able to:

- Execute a report in the background
- Create a data extract

Lesson 5: Creating a Basic Drilldown Report

Lesson Objectives
After completing this lesson, you will be able to:

- Create a drilldown report

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Lesson 6: Using Variables with Drilldown Reports

Lesson Objectives

After completing this lesson, you will be able to:

- Explain the difference between local and global variables

Lesson 7: Exporting Data

Lesson Objectives

After completing this lesson, you will be able to:

- Export data from a drilldown report

Lesson 8: Adding Calculations to Drilldown Reports

Lesson Objectives

After completing this lesson, you will be able to:

- Create a basic report that includes cell calculations

Lesson 9: Using Key Figure Schemes and Characteristic Hierarchies in Profitability Analysis Reporting

Lesson Objectives

After completing this lesson, you will be able to:

- Create a key figure scheme
- Create a characteristic hierarchy

Lesson 10: Connecting Drilldown Reports

Lesson Objectives

After completing this lesson, you will be able to:

- Set up the report-to-report interface

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UNIT 7 SAP Business Information Warehouse (BW) for Financials

Lesson 1: Explaining BW Structures

Lesson Objectives

After completing this lesson, you will be able to:

- Describe the basic structures of an SAP BW system

Lesson 2: Navigating in BW Reports

Lesson Objectives

After completing this lesson, you will be able to:

- Open BW reports
- Navigate in BEx Analyzer reports

Lesson 3: Accessing the BEx Query Designer

Lesson Objectives

After completing this lesson, you will be able to:

- Access the BEx Query Designer

Lesson 4: Creating a Basic Query

Lesson Objectives

After completing this lesson, you will be able to:

- Restrict a characteristic in a query definition
- Locate a query
- Use filter options
- Define and use reusable filters
- Outline query properties
- Create restricted key figures

Lesson 5: Using Variables and Adding Text Elements

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Lesson Objectives

After completing this lesson, you will be able to:

- Use variables in Web Analyzer reports

Lesson 6: Creating Exceptions and Conditions in a Query

Lesson Objectives

After completing this lesson, you will be able to:

- Create exceptions and conditions in a query

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UNIT 8 SAP Query

Lesson 1: Setting up SAP Query

Lesson Objectives

After completing this lesson, you will be able to:

- Set up SAP Query

Lesson 2: Creating Queries with SAP Query

Lesson Objectives

After completing this lesson, you will be able to:

- Create queries with SAP Query
- Create reports using SAP Query QuickViewer

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