CA710
Report Writer

COURSE OUTLINE

Course Version: 15
Course Duration: 3 Day(s)
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American English is the standard used in this handbook. The following typographic conventions are also used.

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TARGET AUDIENCE
This course is intended for the following audiences:

- Application Consultant
- Technology Consultant
Lesson 1: Identifying the Components of the Report Writer

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

- Identify the reporting tools available in the SAP system

Lesson 2: Configuring Report Writer Libraries and Directories

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

- Configure the Report Writer components

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

- Compare Report Writer to Report Painter functionalities
- Convert a Report Painter report to a Report Writer report
Lesson 1: Creating Basic Sets

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

- Build basic sets

Lesson 2: Creating Single Sets

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

- Build single sets

Lesson 3: Creating Key Figure Sets

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

- Build key figure sets

Lesson 4: Creating Multisets

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

- Build multisets combining more than one set type or dimension

Lesson 5: Using Sets in Report Writer Reports

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

- Construct a report using sets

Lesson 6: Using Sets Across Applications

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

- Construct a Controlling report using a set from Financial Accounting
Lesson 1: Defining Basic Variables

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

• Explain the purpose of value variables
• Create a value variable
• Create a set variable
• Create variables for a report

Lesson 2: Defining Formula Variables

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

• Create a variable to calculate input values

Lesson 3: Using Variables in Reports

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

• Construct a report using variables

Lesson 4: Adding Text to Reports

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

• Construct a report with text fields
Lesson 1: Using Sets in Reports

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

- Use key figures in Report Painter
- Use key figures in Report Writer
Lesson 1: Applying Total Levels
Lesson Objectives
After completing this lesson, you will be able to:

- Choose hierarchy levels in sets to provide report impact
- Highlight totals in a report

Lesson 2: Applying Suppression
Lesson Objectives
After completing this lesson, you will be able to:

- Use suppression in intervals
- Build sets to include the suppression flag

Lesson 3: Setting Page Breaks in Reports
Lesson Objectives
After completing this lesson, you will be able to:

- Construct a report using page breaks for impact

Lesson 4: Using Standard Layouts and Format Groups
Lesson Objectives
After completing this lesson, you will be able to:

- Use a standard layout
- Group report layouts and apply summation levels
Lesson 1: Using Sections in Reports
Lesson Objectives
After completing this lesson, you will be able to:
• Construct a Report Writer report with sections

Lesson 2: Using Section Layouts and Attributes
Lesson Objectives
After completing this lesson, you will be able to:
• Change layout setting within the report to control output

Lesson 3: Using Row and Column Blocks
Lesson Objectives
After completing this lesson, you will be able to:
• Construct a report with unrelated data sets
• Construct a report with calculations

Lesson 4: Using Row Block Attributes
Lesson Objectives
After completing this lesson, you will be able to:
• Format the row blocks

Lesson 5: Dividing and Joining Sections
Lesson Objectives
After completing this lesson, you will be able to:
• Divide and join sections to control data views
Lesson 1: Using Cells to Perform Calculations

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

- Build sets with symbolic names

Lesson 2: Defining and Using Global Cells

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

- Construct a global cell and add it to a report

Lesson 3: Calculating Key Figures

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

- Modify sets to include symbolic names for calculated key figures

Lesson 4: Building Reports with Calculated Key Figure Blocks

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

- Construct a report with a calculated key figure block
Lesson 1: Creating Key Figures

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

• Build basic sets to define characteristics for key figures

Lesson 2: Using New Key Figures

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

• Create a user library with key figures
• Construct a report using the new library and key figure set