

Mattec Custom Report Writer Class

I. Introduction to Report Writing

A. Loading Crystal Reports XI

1. ODBC Setup
2. Important DLL files needed

B. Types of Reports

1. Shift – Detail and Period
2. Job
3. Scheduling
4. Maintenance
5. Planning

C. Menu File Introduction

1. MATTEC.MNU
2. Report Interfaces

II. Database Overview

A. SQL Tables

1. Columns and Records
 - a) MachCon – Show MachID
 - b) PartID, MoldID, JobQueue
 - c) ShiftProd & JobProd
2. Most Commonly Used Tables

B. SQL Views

1. Mattec's Custom Report Views
2. vReportShift - vReportJob

III. Using Crystal Reports

A. Editing Reports

1. Page Setup
 - a) Portrait or Landscape
 - b) Page Margins
 - c) Guidelines and Grid in Design View
2. Body of Report
 - a) Report Header
 - b) Page Header
 - c) Group Header
 - d) Details
 - e) Group Footer
 - f) Report Footer
 - g) Page Footer
3. Objects
 - a) Font and Format
 - b) Size and Position
 - c) Snap to Grid
 - d) Editing Text Fields

IV. Creating New Reports

A. Choosing Data Source

B. Report Setup

1. Page Setup – Review
2. Grouping Data
 - a) Group Expert
 - b) Section Expert

C. Inserting Fields

1. Text
2. Database Fields
3. Formulas
4. Special Fields
5. Lines & Boxes
6. Pictures or Logos

D. Running new report in ProHelp® EPM

1. Understanding Mattec.MNU file
2. Query Selection Interface

V. Working with Formulas

A. MATTEC's Custom Formulas

1. Crystal Reports User Function Library (CRUFL)

B. Creating new formulas

1. Formula Editor
2. Crystal Syntax

C. Sub-Totals

1. Insert Subtotals via Crystal
2. Insert Subtotals via Formula

D. Grand Totals

E. Include Individual Records / Subtotals / Grand Totals

1. Using a formula to suppress or show records

F. Conditional Coloring/Formatting

G. Time_t values

1. Convert Normal Time_t to user friendly format

VI. Charts

A. Types of Charts

1. Line
2. Bar

B. Selecting Data

VII. Advanced Topics

A. Creating SQL Views

1. Database Details
2. Linking Database Tables
 - a) Joins – Inner and Left/Right Outer

B. Scheduling Reports

1. Automatically Printing
2. Automatically Writing to a File

