



# Beginner's Guide to Crystal Reports 2013: A Step-by-Step Procedure

*Eric M. Gatmaitan*

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A useful guide to learn and start using Crystal Reports versions XI, 2008, 2011 and 2013. The Beginner's Guide to Crystal Reports 2013 is a simple-to-follow, quick-start procedure for first-time users. Once you learn the basic skills in this book, download the free 730-page user guide provided by SAP to reference all the functions of Crystal Reports 2013. Use web search key words "SAP Crystal Reports 2013 User Guide". Crystal Reports elevates MS Excel users to the next skill level in data analytics and reporting. It enables users to independently access live data from various data sources.

With an established data source connection, learning and using Crystal Reports 2013 is as easy as using Microsoft Excel. Includes color screen shots and examples to guide users every step of the way. Learn how to setup a data connection, examine a data structure, create a new report, add data fields, format a report, add pictures, charts and create formulas. See how to filter data, setup user parameters and create a summary report with drill-down features. The third edition includes lessons for beginners to gain intermediate skills. This book demystifies the complexity of using Crystal Reports and presents it as a user-friendly application. This book is currently used in corporate training to teach non-programmers how to extract system data and create basic reports. This book is intended to provide the reader the basic skills at creating simple reports and the confidence to learn advanced skills independently.

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