

OVERVIEW

Crystal Enterprise 10: Administering Users and Content – SA200

This 2-day instructor-led classroom course introduces system administrators to Crystal Enterprise, specifically Crystal Enterprise users, groups, and objects. It explains how to perform the tasks involved in supporting Crystal Enterprise users and groups so they can access the corporate data they need through Crystal Enterprise’s web portal. This corporate data can take the form of Crystal Report or Crystal Analysis files, program objects, object packages, and popular 3rd party objects such as Microsoft Word and Excel files, among others. These tasks are explained through instructor demonstration and hands-on activities. This course does not discuss maintaining Crystal Enterprise servers, which is taught in the Crystal Enterprise 10: Administering Servers course.

The Crystal Enterprise 10: Administering Users and Content course is a core course in the Crystal Enterprise Certified Professional (CECP) certification.

Who should attend?

This course is designed for system administrators who are new to Crystal Enterprise and will be responsible for maintaining Crystal Enterprise users, groups, and objects for their organization.

What will I learn?

After completing the course, learners will be able to:

- Understand the Crystal Enterprise interface and architecture
- Plan your content
- Publish and configure content
- Schedule reports and objects
- Delegate administration

Course Agenda

Understanding Crystal Enterprise

- What is Crystal Enterprise?
- Working in the Crystal Enterprise web desktop
- Working in the Crystal Management Console

Crystal Enterprise Architecture

- Understanding Crystal Enterprise architecture

Planning Your Content

- Creating a folder structure
- Creating Crystal Enterprise users and groups
- Mapping 3rd party accounts to Crystal Enterprise
- Configuring security

Creating Folders, Users, and Groups

- Creating a folder structure
- Creating Crystal Enterprise users and groups
- Mapping 3rd party accounts to Crystal Enterprise
- Configuring security

Publishing and Configuring Content

- Publishing and configuring report objects
- Publishing and configuring other objects

Scheduling

- Scheduling objects
- Scheduling with events
- Scheduling with business calendars
- Managing instances

Delivery and duration

Two-day instructor-led course.

Certification Applicability

The Crystal Enterprise 10: Administering Users and Content course is a core course in the Crystal Enterprise Certified Professional (CECP) certification.

Prerequisites

To be successful, learners who attend the CE 10 Administering Users and Content course must have working knowledge of:

- NT enterprise security concepts (global & local groups, and directory structure)
- Crystal Reports and core report design concepts
