

Excel Report Builder for Microsoft Dynamics® GP 10.0

Overview

This half day offering explores the Excel Report Builder functionality of Microsoft Dynamics GP 10.0. Excel Report Builder will build custom Office Excel lists that connect to source data, enabling real time reporting of your Microsoft Dynamics GP business information within Office Excel.

Recommended CPE Credit: 3.00 Hours, Specialized Knowledge and Application**

Delivery Method: Group-Live

Class Level: 300 Advanced

You will Learn

- How to use the 200 Office Excel reports that come with Excel Report Builder
- Build custom Office Excel lists that connect to source data enabling real time reporting of business information within Office Excel
- Learn how to transform SmartLists into Office Excel reports, or Office Excel reports into SmartLists

Target Audience

This course is intended for consultants and end users who want to learn the basic features and develop a working knowledge of Excel Report Builder's functionality.

Software Requirements

- Microsoft Dynamics GP, SP 2 or higher
- SmartList Builder

Prerequisites

- General knowledge of Microsoft Windows
- Knowledge of basic navigation functions in Microsoft Dynamics GP
- General knowledge of SmartList Builder is recommended, but not required

Agenda

- Half Day Offering: 8:00 AM – 12:00 PM.
- Creating Excel Reports
- Modifying Excel Reports
- Removing Excel Reports
- Excel Report Field Options
- Restrictions
- Using Calculated Fields and SQL functions
- Excel Report Options
- Publishing Excel Reports

- Security

*Agenda is subject to change.

Cancellation/Refund Policy

Classes are subject to cancellation by Integrated Business Group. Cancellations by Integrated Business Group will be made ten business days prior to the start date of the class. (Integrated Business Group assumes no responsibility for non-refundable airline tickets or other expenses that may be incurred due to cancellation.)

If a registered student cancels their confirmed attendance:

- Up to 14 days prior to the start date of the course, 100% of the course fee will be refunded. If a credit card was provided as payment during registration, the card will not be charged.
- Student cancellations less than 14 days prior to start date of the course will result in 100% forfeited class fee.
- Failure to attend class without notifying Integrated Business Group will be considered a “No Show” and the entire course fee will be forfeited.

****Official Registry Statement**

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