

Report Designer

Introduction to the report designer tools provided within Q-Pulse and how to use them

Purpose of the service:

- Enable attendees to customise Printed Reports using the Q-Pulse report writing tools.

Benefits for your organisation:

- Printed reports will be more focused and informative.
- The use of Q-Pulse data will be extended beyond Q-Pulse users.
- Improved communications, internally and externally.

Benefits for you as an individual:

- Less time and effort to provide the required Printed Reports.
- Get your message over to non Q-Pulse users.

You will learn how to:

- Manage and use your Printed Reports.
- Use a Report Wizard to generate a new Printed Report.
- Create a Printed Report of the Q-Pulse data that you are currently viewing.
- Access the Q-Pulse Report Designer and carry out simple edit tasks.
- Distribute Printed Reports in different formats including e-mail.

Who this service is for:

- Q-Pulse Administrator.
- IT Staff supporting Q-Pulse.

Entry requirements:

- Current competent Q -Pulse user with support contract.
- Using Q-Pulse version 5.2. or higher.
- Preferably has attended a 'Q-Pulse Administration Techniques' course.
- Familiar with general PC text formatting techniques.
- Broadband internet connection verified by customer prior to provision of WebEx based training.



Course information

Duration: 1 Day.

Location: Customer Premises.

Cost: £995 plus expenses.

Credit value:

Customer premises – 10.

Follow-Up courses

Report Designer Course – Advanced

Advanced features for creating Q-Pulse Reports.

“ *The basic course has been developed in such a way that users across the board can delivered more in-depth knowledge of Q-Pulse's Report Designer. As with the existing core modules, this has been created in a manner that will allow it to be utilised across the board by all users.* ”

Graeme Cran,
Quality Team Leader,
William Grant & Sons Distillers Ltd.