



COGNOS TRAINING

Cognos Course Syllabus

Overview of Business Intelligence

- What is Business Intelligence
- Why is BI important and where can we use it
- Components of BI
- Business Intelligence Roadmap

Overview of Data Warehousing

- What is Data warehouse, why do we need it
- Data warehouse architecture and its components
- Define star schema – fact and dimensions
- Understand OLTP and OLAP Systems

Overview of Cognos 10.1 BI and Architecture

- Introduce Cognos 10.1 BI
- Examine the different studios in Cognos 10.1 BI
- Identify the different data sources within the studios
- Highlight key capabilities of Cognos 10.1 BI
- Understand Cognos multi layered architecture

Cognos 10.1 BI Administration

- Create and modify a data source
- Create database backups
- Understand roles users and groups
- Specify permission settings

Cognos 10.1 Connection

- What is Cognos connection
- Examine Cognos connection UI elements – create a URL, Login, Logoff
- Entry properties: General Properties, Permission, Report, Query, Analysis, Job, Agent and Page Properties
- Navigation – Public and Private Folder



- Open reports with report name, Go to links, Run reports from a view
- Run Reports – Prompt Pages, Printing a report and Open in excel
- View the run history of a report and historical reports
- Closing and creating quick links to reports – my folder
- Shortcut and browser bookmark
- Personalize Cognos connection
- Backups – Export of Cognos
- Content store or select items for backups
- Restore an exported backup
- Create and customize a page and share a single page with multiple users

Cognos 10.1 Framework Manager (metadata modelling)

- Introduction to framework manager
- Framework manager basics
- User interface, navigation, objects
- Planning the project and data model, framework manager workflow
- Naming conventions for objects in a project
- Designing project
- Create project
- Importing metadata from one and more sources
- Exporting metadata
- Data sources
- Working with data source connections
- Create and modify data sources
- Improve performance by setting query processing type
- Preparing relational metadata for use in reports
- Verifying relationships
- Working with dimensions
- Working with query
- Subjects – data, model and stored procedure query subject
- Working with query items- set usage and aggregate property
- Making metadata available to report authors
- Verify model
- Set governors
- Improving performance



- Create and modify package
- Controlling access to metadata
- Explore package publish package
- Guideline for modelling metadata
- Best practices – presentation and database layers
- Merge metadata
- Perform calculations and filter

Cognos 10.1 Query Studio

- Introduction to query studio
- Create reports (List, Grouped List, Crosstab, Charts)
- Changing the appearance of reports (Format)
- Sorting and grouping
- Filters and prompts
- Subtotals and calculations
- Run and manage reports
- Drill through reports

Cognos 10.1 Analysis Studio

- Introduction to Analysis Studio
- Creating a basic analysis
- Working with data in crosstab
- Exploring data
- Limiting data
- Calculating data
- Sharing data

Cognos 10.1 Report Studio

- Introduction to report studio
- Report studio user interface
- Creating, save and run reports
- Report templates
- Managing reports
- Types of reports
- List reports
- Crosstab reports charts



- Formatting a report
- Report layout guidelines
- Fonts, styles, header, footer and orders
- Insert objects
- Swap columns and rows
- Working with data
- Filters, parameters and prompts
- Sorting and grouping
- Subtotals and calculations
- Working with queries
- Working with reports
- Managing changes in the package
- Conditional formatting
- Drill-through reports
- Drill-up / drill-down reports
- Master-detail reports
- Scheduling reports