

# Education Guide

June 2017 – September 2017



## Have it your way...

Is “standard” not your style? We can set up custom training for one or for a crowd. We will tailor that training to the roles and tasks you specify.

Want to learn it fast or take it slow? You set the pace of your instruction, and PDS will follow.

PDS is ready to work with you to design the training you need. Just give us a call.

**See you in class!**

## Practical Data Solutions

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## PDS Training Classes Prepare You for Success

PDS offers a wide array of classes to suit your healthcare reporting needs. In addition to our comprehensive program of instruction covering PDS’ unique dashboard and reporting tools, we offer IBM Cognos Client and Cognos 10 web software applications classes. Classes are highly interactive, employing either your data or PDS’ healthcare data set, and are focused on common healthcare reporting scenarios. Standard PDS training documentation is included.

All classes are conducted in 3-hour sessions with some classes requiring more than one session. Multiple class sessions are typically scheduled with a day in between. This allows participants to practice their new skills and return to class with questions.

## Choose Online or On-Site Training

Internet classroom training is the most cost-effective option for the majority of our clients. The instructor and participants interact online and via voice conferencing. PDS also conducts on-site training and provides customized classes so you can optimize your learning experience.

## Course Registration

To obtain pricing and register for a course, please contact the PDS Sales Team at **203.262.9224** or email **[training@PDS-online.com](mailto:training@PDS-online.com)**. You can also visit us on the web at **[www.pds-online.com](http://www.pds-online.com)**.

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# Upcoming Class Schedules

## Online Class Format

Remote classes are conducted via an interactive web session and conference call. Each participant is offered the opportunity to practice and demonstrate the skills taught. Sessions are limited to a total of 4 participants to ensure that each one receives the personal assistance required.

Remote training classes make use of standard training data while providing opportunities for students to try their new skills in their own organization's environment. Participants will need appropriate access to their organization's data as well as an Internet connection.

## JUNE 2017

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2 PDS DASH	3
4	5	6 IBM Report Studio Essentials	7	8 IBM Report Studio Advanced Topics	9	10
11	12 SAP Crystal Reports for Portal	13	14 IBM Transformer PowerCube	15	16 PDS Distributor Fundamentals	17
18	19	20 PDS iMPower Essential Reporting	21	22 PDS iMPower Advanced Reporting	23	24
25	26 Cognos Impromptu Report Writing	27	28	29 Cognos PowerPlay Report Writing	30	

# JULY 2017

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5 PDS iMPower Interactive Analysis	6	7 PDS iMPower Project Administrator	8
9	10	11 IBM Query Studio	12	13 PDS Portal Administration	14	15
16	17 PDS Producer Essentials	18	19 IBM Framework Manager	20	21 PDS Producer Advanced Topics	22
23 30	24 31	25 Cognos Impromptu Advanced Topics	26	27 IBM Analysis Studio	28	29

# AUGUST 2017

SUN	MON	TUE	WED	THU	FRI	SAT
		1 PDS Dash	2	3 PDS Distributor Fundamentals	4	5
6	7 PDS iMPower Interactive Analysis	8	9 IBM Report Studio Essentials	10	11 PDS iMPower Project Administrator	12
13	14	15 IBM Analysis Studio	16	17 IBM Query Studio	18	19
20	21 IBM Transformer PowerCubes	22	23 IBM Framework Manager	24	25 SAP Crystal Reports for Portal	26
27	28	29 PDS iMPower Interactive Analysis	30	31 PDS iMPower Project Administrator		

# SEPTEMBER 2017

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6 IBM Report Studio Essentials	7	8 Cognos PowerPlay Report Writing	9
10	11	12 PDS Producer Essentials	13	14 PDS Producer Advanced Topics	15	16
17	18 Cognos Impromptu Report Writing	19	20 PDS iMPower Essential Reporting	21	22 Cognos Impromptu Advanced Topics	23
24	25	26 PDS iMPower Advanced	27	28 PDS DASH	29	30

# IBM Cognos 10

## IBM Analysis Studio

Learn how to use Analysis Studio with cube packages (similar to PowerPlay) for slice and dice analytics. Topics include: inserting and expanding levels; filtering, sorting, nesting, and stacking data; calculations, creating charts, and drilling to another cube/ Analysis Studio report; formatting, exporting data, and drilling-through to Report Studio. This class is appropriate for Analysts, Report Developers, and computer savvy Managers with a hands-on approach to data analysis.

## IBM Report Studio Essentials

Report Studio is a professional reporting tool that facilitates creation and publication of interactive reports for end users as well as detail-level reports for drill-through (similar to Impromptu). Topics include: creating data lists, cross tab reports, and charts; filtering and adding objects to reports; setting up queries for prompts; cascading prompts; calculated data fields and basic formatting and report layouts. This class is appropriate for Analysts and Report Developers.

## IBM Report Studio Advanced Topics

This class builds on skills learned in IBM Report Studio Essentials. Report Studio facilitates access to detail-level data (similar to Impromptu). Topics include: templating (working with an xml file), conditional rendering (where prompt choices dictates objects shown in the report), setting up drill-through definitions, advanced query methods, and advanced formatting techniques. This class is appropriate for Report Developers and some Analysts. Prerequisites: IBM Report Studio Essentials or strong working knowledge of Report Studio.

## IBM Query Studio

Query Studio is a reporting tool for creating simple queries and reports. In Query Studio you can view data, create reports to save and reuse, change the appearance of reports for professional presentation, and work with data in reports by adding filters, summaries, and calculations. Though Query Studio can be used to create several different types of reports, this training class focuses on List Reports.

## IBM Framework Manager

This class covers creating projects in Cognos 10 Framework Manager. Topics include: creating a data connection, establishing joins, creating calculations, organizing data, and publishing user-friendly packages for developers and end users. This class is appropriate for Cognos 10 Administrators.

## IBM Transformer PowerCubes

This class covers the fundamental skills involved in designing PowerPlay cubes using Transformer. Topics include an overview of the transformer model, designing and building models, custom time dimensions, dimensional organization, multiple and alternate data sources, and automating and scheduling cube builds. Prerequisites: Analysis Studio and/or strong working knowledge of report writing and databases.

# IBM Cognos Client Software

## Cognos PowerPlay Report Writing

This class covers the essentials of writing PowerPlay reports. Topics include: using layers and filters, sorting and ranking, intersects and nesting, drill down and drill through, calculations, custom exceptions, use of subsets, and formatting.

## Cognos Impromptu Report Writing

This class covers the basics of writing reports in Impromptu. Topics include: adding data to your report, sorting, grouping and filtering data, simple calculations and functions, and basic formatting.

## Cognos Impromptu Advanced Topics

In this class, users learn advanced Impromptu report writing skills. Topics include: complex calculations and functions, conditional statements and formatting, formatting styles, cascading prompts, sub reports and drill through reports. Prerequisites: Cognos Impromptu Report Writing or strong working knowledge of report writing and databases.

# PDS Applications

## PDS DASH

This class will cover how to create Excel based reports or dashboards utilizing Excel formatted data source files. Topics include: an overview of the PDS DASH functions, the process of building a new dashboard, creating a PDS DASH project, understanding the summary and cross reference data sheet functionality and the project options for controlling the dashboard.

## PDS Distributor Fundamentals

Automate report and dashboard distribution with Distributor. Learn how to choose single or multiple reports and dashboards for distribution, specify individual or groups of recipients, and indicate distribution to email addresses and/or directories.

## PDS Portal Administration

This class covers the administrative functions of PDS Portal. Topics include: login security, the typical directory structure, report organization techniques, managing settings, and user administration. Participants will learn to administer all levels of reporting: prepared, prompted, and on-demand reports.

## SAP Crystal Reports for Portal

This class features what you need to get started using Crystal Reports to create PDS Portal Prompted Reports. Topics include: creating a new report, working with objects, grouping and summarizing, calculated fields, parameter fields and their relation to prompted report parameters in PDS Portal, and implementing cascading prompts in Portal.

## PDS Producer Essentials

This class will cover how to integrate data from multiple Cognos cubes to create Excel-based reports or dashboards. Topics include: an overview of Producer features and functions, the process of building a new dashboard, and how to run dashboards automatically and in batch.

## PDS Producer Advanced Topics

This class builds on Producer Essentials and covers advanced techniques for developing Excel-based reports and dashboards with Producer. Topics include: connecting a single metric to its related layer in a layered report with PPRLogic, conditionally copying data to a target worksheet with PPRConditional, combining dashboard files with PPRCombine, advanced Excel techniques for dashboarding, and status and trend indicators.

# PDS iMPower – Powered by MicroStrategy

## Essential Reporting

This class will help you get started with MicroStrategy Web for analyzing data in reports. Topics include: the basics for creating reports, exporting data and data manipulation (sorting, calculations, filters and totals).

## Advanced Reporting

This course picks up where Essential Reporting leaves off. Topics include creating non-cube reports, advanced filters, prompts, custom groups, advanced formatting and report scheduling. Prerequisite: iMPower Essential Reporting.

## Interactive Analysis

This course teaches you how to explore your data in a highly graphical way using MicroStrategy Visual Insight. Topics include: running and viewing an Analysis, viewing analyses in Express and Flash mode, filtering, sorting, pivoting, and other data manipulations.

## Project Administrator

Learn to create and modify MicroStrategy projects with MicroStrategy Desktop. Learn to effectively manage your iMPower deployment. Topics include: security, facts, attributes, hierarchies, transformations, and project optimization. Prerequisite: iMPower Essential Reporting.

# PDS DASH – Microsoft Sequel Server Basics

## SQL Basics

This class covers the essentials of understanding and writing SQL Code. The class will be taught with SQL Server Management Studio as the prime platform and geared towards understanding the SQL generated by your BI tool. Topics include: Basic Installation and Setup, Attaching a Database, Select Query Basics, The Where Clause, Joins and Alias Tables, Aggregations, Using Functions, Inner Queries and Pulling the SQL from your BI Tool.

## SQL Intermediate (or Part 2 Advanced)

This class is a continuation from the SQL Basics class; this class covers advanced understanding and writing of SQL Code. The class will be taught with SQL Server Management Studio as the prime platform and geared towards understanding the SQL generated by your BI tool. Topics include: Views, Stored Procedures, Writing Functions, The GUI Interface, Security and Maintenance.