

Discoverer 10g Plus

Section	Title	Page
One	Introduction	2
	– What is Discoverer?	3
	– What is Discoverer 10g Plus?	4
	– Understanding Discoverer Terminology	5
	– Worksheet Templates (Table)	13
	– Worksheet Templates (Page-Detail Table)	14
	– Worksheet Templates (Crosstab)	16
	– Worksheet Templates (Page Item Crosstab)	17
Two	Discoverer 10g Plus Interface	18
	– Connecting to Discoverer 10g Plus	19
	– Choosing a Discoverer 10g Connection	21
	– Connecting without a set Connection	24
	– Opening Discoverer 10g Plus	25
	– Anatomy of Discoverer 10g Plus	27
	– Menu Bar in Discoverer 10g Plus	28
	– Shortcut Bars in Discoverer 10g Plus	29
	– Toolbar in Discoverer 10g Plus	30
	– Formatting Bar in Discoverer 10g Plus	32
	– Analysis Bar in Discoverer 10g Plus	34
Three	Using the Workbook Wizard for Existing Workbooks	35
	– Introduction	36
	– Opening Workbooks in Discoverer 10g Plus	37
	– Multiple EULs in Discoverer 10g Plus	42
	– Re-Sizing Items in Discoverer 10g Plus	44
	– Pivoting Items in Discoverer 10g Plus	46
	– Pivoting Page Items in Discoverer 10g Plus	47
	– Selecting Page Items in Discoverer 10g Plus	48
	– Pivoting Crosstab Items in Discoverer 10g Plus	49
	– Saving Workbooks in Discoverer 10g Plus	50
	– Using Parameters in Discoverer 10g Plus	52
	– Using Parameter LOVs in Discoverer 10g Plus	54
	– Timing Out in Discoverer 10g Plus	56
	– <i>Exercise One</i>	57
Four	Simple Workbooks in Discoverer 10g Plus	63
	– Creating Workbooks in Discoverer 10g Plus	64
	– Adding Items in Discoverer 10g Plus	80
	– Deleting Items in Discoverer 10g Plus	83
	– Altering Worksheets in Discoverer 10g Plus	86
	– Duplicating Worksheets in Discoverer 10g Plus	88
	– Renaming Worksheets in Discoverer 10g Plus	89
	– <i>Exercise Two</i>	90
Five	Formatting in Discoverer 10g Plus	96
	– Introduction to Formatting in Discoverer 10g Plus	97
	– Formatting Data in Discoverer 10g Plus	98
	– Formatting Numbers in Discoverer 10g Plus	102
	– Formatting Dates in Discoverer 10g Plus	103
	– Formatting Text in Discoverer 10g Plus	104
	– Setting Column Headings in Discoverer 10g Plus	105
	– Edit Column Headings in Discoverer 10g Plus	107
	– Item Formats in Discoverer 10g Plus	108
	– Creating Titles in Discoverer 10g Plus	110
	– Sorting Records in Discoverer 10g Plus	116
	– The Sort Dialog in Discoverer 10g Plus	123

Discoverer 10g Plus

Section	Title	Page
	- Group Sorting Records in Discoverer 10g Plus	123
	- Page Preview in Discoverer 10g Plus	125
	- Page Setup in Discoverer 10g Plus (Worksheet)	126
	- Page Setup in Discoverer 10g Plus (Table)	127
	- Page Setup in Discoverer 10g Plus (Margins)	128
	- Page Setup in Discoverer 10g Plus (Header/Footer)	129
	- Page Setup in Discoverer 10g Plus (Table)	127
Six	Conditional Formatting in Discoverer 10g Plus	130
	- Introduction	131
	- Accessing in Discoverer 10g Plus	132
	- Using Stoplights in Discoverer 10g Plus	133
	- Creating in Discoverer 10g Plus	139
	- Formatting Problems in Discoverer 10g Plus	149
	- Managing in Discoverer 10g Plus	151
	- <i>Exercise Three</i>	144
Seven	Advanced Worksheets	159
	- Introduction	160
	- Text Areas in Discoverer 10g Plus	161
	- Page Items in Discoverer 10g Plus	163
	- Cross Tab Worksheets in Discoverer 10g Plus	166
	- Duplicating Worksheets in Discoverer 10g Plus	167
	- Creating Cross Tabs in Discoverer 10g Plus	173
	- <i>Exercise Four</i>	174
Eight	Totalling in Discoverer 10g Plus	179
	- Total Types in Discoverer 10g Plus	180
	- Accessing Totals in Discoverer 10g Plus	183
	- Creating Totals in Discoverer 10g Plus	185
	- Creating Totals for Cross Tabs in Discoverer 10g Plus	192
Nine	Percentages in Discoverer 10g Plus	195
	- Introduction to Percentages in Discoverer 10g Plus	196
	- Creating Percentages in Discoverer 10g Plus	198
	- <i>Exercise Five</i>	201
Ten	Conditions in Discoverer 10g Plus	207
	- Limiting Data in Discoverer 10g Plus	208
	- Creating Conditions in Discoverer 10g Plus	210
	- Disabling Conditions in Discoverer 10g Plus	221
	- Advanced Conditions in Discoverer 10g Plus	222
	- Administrator Conditions in Discoverer 10g Plus	230
	- Mandatory Administrator Conditions in Discoverer 10g Plus	232
	- <i>Exercise Six</i>	233
Eleven	Calculations in Discoverer 10g Plus	238
	- Creating Additional Items in Discoverer 10g Plus	239
	- Simple Calculations in Discoverer 10g Plus	242
	- Manipulating Items in Discoverer 10g Plus	245
	- Oracle Functions in Discoverer 10g Plus	248
	- Combining Oracle Functions in Discoverer 10g Plus	253
	- <i>Exercise Seven</i>	254
Twelve	Parameters in Discoverer 10g Plus	262
	- Parameters in Discoverer 10g Plus	263
	- Creating Parameters in Discoverer 10g Plus	265
	- Creating Parameters Directly in Discoverer 10g Plus	266
	- Creating Parameters via Conditions in Discoverer 10g Plus	274
	- Disabling Parameters in Discoverer 10g Plus	280

Discoverer 10g Plus

Computing Limited

Section	Title	Page
	– Parameter Values in Discoverer 10g Plus	281
	– Advanced Parameters in Discoverer 10g Plus	282
	– Parameters in Titles in Discoverer 10g Plus	286
	– <i>Exercise Eight</i>	287
Thirteen	Aggregation in Discoverer 10g Plus	292
	– Aggregating Values in Discoverer 10g Plus	293
	– Data Points in Discoverer 10g Plus	294
	– Example of Aggregation in Discoverer 10g Plus	297
	– Reversing Aggregation in Discoverer 10g Plus	300
	– Date Hierarchies in Discoverer 10g Plus	301
	– <i>Exercise Nine</i>	304
Fourteen	Drilling in Discoverer 10g Plus	308
	– Drilling Through Data in Discoverer 10g Plus	309
	– Hierarchies in Discoverer 10g Plus	310
	– Using Drilling in Discoverer 10g Plus	311
	– The Drill Dialog in Discoverer 10g Plus	314
	– Drill Up/Down in Discoverer 10g Plus	315
	– Drilling to a Related Item in Discoverer 10g Plus	317
	– Drill to Detail in Discoverer 10g Plus	318
	– Drill to Link in Discoverer 10g Plus	319
	– Advanced Drilling in Discoverer 10g Plus	320
	– <i>Exercise Ten</i>	322
Fifteen	Graphs in Discoverer 10g Plus	328
	– Graphically Representing Data in Discoverer 10g Plus	329
	– Incorporating Graphs in Discoverer 10g Plus	330
	– Graph Placement in Discoverer 10g Plus	332
	– Graph Types in Discoverer 10g Plus	338
	– Edit Graph Options in Discoverer 10g Plus	350
Sixteen	Links in Discoverer 10g Plus	361
	– Linking Discoverer 10g Plus Worksheets to other Sheets and URLs	362
	– Creating Links in Discoverer 10g Plus Worksheets	364
	– Creating URL Links in Discoverer 10g Plus	367
	– Creating Worksheet Links in Discoverer 10g Plus	369
	– <i>Exercise Eleven</i>	375
Seventeen	Summaries in Discoverer 10g Plus	382
	– Purpose of Summaries in Discoverer 10g Plus	383
Eighteen	Worksheet Options in Discoverer 10g Plus	385
	– Worksheet Options in Discoverer 10g Plus	386
	– General Options in Discoverer 10g Plus	387
	– Query Governor in Discoverer 10g Plus	388
	– Sheet Options in Discoverer 10g Plus	390
	– Formats Options in Discoverer 10g Plus	391
	– Advanced Options in Discoverer 10g Plus	392
	– EUL Options in Discoverer 10g Plus	393
Nineteen	Additional Features of Discoverer 10g Plus	394
	– Exporting Data from Discoverer 10g Plus	395
	– Exporting to HTML from Discoverer 10g Plus	401
	– Exporting to Excel from Discoverer 10g Plus	402
	– Exporting Graphs from Discoverer 10g Plus	403

Discoverer 10g Plus

Section	Title	Page
	- Copy and Paste in Discoverer 10g Plus	408
	- Manage Workbooks in Discoverer 10g Plus	409
	- Sharing Workbooks in Discoverer 10g Plus	411
	- Workbook Properties in Discoverer 10g Plus	412
	- Scheduling a Workbook in Discoverer 10g Plus	413
	- Opening a Scheduled Workbook in Discoverer 10g Plus	417
	- Using a Scheduled Workbook in Discoverer 10g Plus	418
	- Using Schedule Manager in Discoverer 10g Plus	420
Twenty	Help in Discoverer 10g Plus	422
	- Introduction	423
	- Help Navigator	424
	- About OracleBI Discoverer	427
	- <i>Exercise Twelve</i>	428
Appendices :		
	Appendix D1 - SQL Functions	
	Appendix D2 - SQL Number Formats	
	Appendix D3 - SQL Date Formats	
	Appendix D4 - Comparison Operators	
Delegate Questionnaire		