

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 organization:

- 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/via WebEx

Cost: Public -
Customer premises – \$1990 plus expenses
WebEx – \$1990

WebEx duration: 3x2 or 2x3 hour courses. Plus 1 hour consultation on product capability to match training to suit your business needs

Credit value:

Customer premises – 10

Follow-Up courses:

Report Designer Course – Advanced
– Advanced features for creating Q-Pulse Reports