

# eMaint Power Course

## X5 Reporting Pro



Agenda is subject to change.

In an effort to accommodate trainer(s) and attendees in different time zones, our remote Power Courses start at 10:00 am British Summer Time. These are the start and end times on your time zone:

- Central European Summer Time: 11:00 am - 6:30 pm
- Eastern European Summer Time: 12:00 pm - 7:30 pm



### Day 1: X5 Reporting Pro

10:00am - 10:15am	Introduction - Agenda Review
10:15am - 11:00am	<b>Report Creation (Beginner)</b> <ul style="list-style-type: none"> <li>• Report List</li> <li>• Basics of Report Creation: Entities, Fields, Filters, Order by, Preview</li> <li>• Restricting Report to certain users</li> </ul>
11:00am - 11:15am	Break
11:15am - 12:00pm	<b>Report Creation (Advanced)</b> <ul style="list-style-type: none"> <li>• Scheduled Reports</li> <li>• Advanced Filters</li> <li>• Joining Tables in a Report</li> <li>• Grouping Feature</li> <li>• Column, Having, Labels, Functions</li> </ul>
12:00pm - 12:30am	Hands on
12:30am - 1:30pm	Lunch
1:30 pm - 2:15pm	<b>Dashboard (Beginner)</b> <ul style="list-style-type: none"> <li>• Dashboard 1.0 vs Dashboard 2.0</li> <li>• New Dashboard</li> <li>• Designer vs Viewer</li> <li>• Dashboard Menu</li> <li>• Data Sources</li> <li>• Commons, Maps, Filters, Layout</li> </ul>
2:15pm - 2:30pm	Break
2:30pm - 3:30pm	<b>Dashboard (Advanced)</b> <ul style="list-style-type: none"> <li>• Grid, Chart, Treemap, Pies, Gauges, Images</li> <li>• Top N Report</li> <li>• Interactive Drill down Charts</li> <li>• Captions</li> <li>• Dashboard Calculated Fields</li> </ul>
3:30pm - 4:00pm	Hands-On

# eMaint Power Course

## X5 Reporting Pro



*Agenda is subject to change.*

4:00pm - 4:30pm

Group Activity & Q&A