

# Course : SAP BusinessObjects BI 2025, Web Intelligence, Level 1

**Practical course - 2d - 14h00 - Ref. BWA**

**Price : 1680 CHF E.T.**

NEW

Cette formation s'adresse aux utilisateurs de SAP Business Intelligence® Web Intelligence. Elle vous permettra d'appréhender l'ensemble des concepts et de maîtriser toutes les composantes de cet outil notamment les fonctions d'interrogation et d'analyse. Elle permet aux utilisateurs de Web Intelligence de comprendre les concepts de la solution et de maîtriser les fonctions d'interrogation, d'analyse et de reporting en vue de suivre, comprendre et piloter leur activité métier.

## Teaching objectives

**At the end of the training, the participant will be able to:**

- ✓ Discover Web Intelligence BI 2025's new streamlined document development interface
- ✓ Create a simple query from universe data
- ✓ Create and format data tables
- ✓ Filter and group data
- ✓ Creating and formatting diagrams
- ✓ Use calculations, alerts and formulas to analyze and enhance data

## Intended audience

SAP Business Intelligence® Web Intelligence BI 2025 for end-users, reporting managers and those involved in business management.

## Prerequisites

Knowledge of the Windows environment and use of an Internet browser.

## Course schedule

### PARTICIPANTS

SAP Business Intelligence® Web Intelligence BI 2025 for end-users, reporting managers and those involved in business management.

### PREREQUISITES

Knowledge of the Windows environment and use of an Internet browser.

### TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

### ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more. Participants also complete a placement test before and after the course to measure the skills they've developed.

## 1 Introducing SAP Business Intelligence® Web Intelligence BI 2025

- Decision-making model: principles and main functions.
- Access to the portal and documents.
- Portal customization.
- Document structure.
- BI 2025: the new control panels.
- Document data.
- Recording and managing documents in files.
- BI 2025: Export a report in the new WIDX format.

### Hands-on work

Getting to grips with the SAP BusinessObjects® BI 2025 environment.

## 2 Document creation

- Document typology.
- Create a document from a template.
- New query editor interface.
- Data providers and universes.
- Create a simple query on a universe by selecting business objects.
- How query filters work and how to use them.
- Custom filters and query prompts.
- Combine filters with AND/OR operators.
- Query set up with a Prompt.

### Hands-on work

Create queries with different filters.

## 3 Using reports and tables

- Create reports in a document.
- Add and format cells.
- Add vertical tables to a report.
- Add horizontal and cross tables.
- Table formatting.
- Compact digital format.

### Hands-on work

Create reports. Add tables.

## 4 Jumps, Sections, Sorting, Alarms

- Group data in a table using jumps (breaks).
- Group report data into sections.
- Section and jump formatting.
- Data sorting: ascending, descending and customized.
- Data filtering with input control.
- BI 2025: Data filtering with integrated report filter.
- Creation of a classification.
- Conditional data formatting (alerts).

### Hands-on work

Filtering by input controls.

## TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

## TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

## ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at [psh-accueil@orsys.fr](mailto:psh-accueil@orsys.fr) to review your request and its feasibility.

## 5 Filtering by input controls

- New filter bar via input controls.
- Use input controls to filter a report or document.
- Create an input control on dimensions and indicators.
- Creation of an entry control group.
- BI 2025: Integrated report filter.

### Hands-on work

Handling document and report input controls. Use built-in report filters.

## 6 Multi-element document

- Multi-block document.
- Tables: vertical, horizontal and crosstabs.
- BI 2025: scrolling table with micro-diagram.
- Diagrams and diagram models.
- Create, use and format BI43 and SAP UI5 diagrams.
- Diagram maximization.

### Hands-on work

Create tables and diagrams. Work on formatting.

## 7 Multi-query documents and Data mode

- Creation of multi-query documents on different universes.
- Manual merging of dimensions.
- Create a summary report with data from different queries.
- Data mode: display datasets, view cube architecture and data transformations.

### Hands-on work

Multi-query management. Dimension merging. Handling various data sources.

## 8 Calculations and variables

- Insert standard calculations in tables.
- Create and consult formulas.
- Create numeric, string and date variables.
- BI 2025: creation of a cube variable in Data mode.
- Data grouping.

### Hands-on work

Create standard calculations and formulas. Create and use variables.

## Dates and locations

### REMOTE CLASS

2026: 16 Mar., 28 May, 7 Sep., 9 Nov.