

---

## ORACLE 9i DISCOVERER DESKTOP For End Users

Duration: 2 days

---

### *Develop the skills to effectively utilize the querying and analytical capabilities of Oracle Discoverer*

#### Course Description:

Oracle Discoverer Desktop Edition is a Graphical User Interface utility that can be used to specify queries and access data in the database according to the specifications given. Discoverer Desktop Edition makes finding the data easier than it often is with other interfaces. The data set that you can find is restricted to the data that is known to exist in the database. Results are brought back quicker since the data is pre-configured to be used by Discoverer. The database engine will not have to search the entire database.

The format of the resulting data set is familiar and easier to understand than the output of plain vanilla SQL statements.

Analysis of data by using drilling up or down techniques is possible. Finding data that meets certain conditions is made easier. 'What if' scenarios can be modeled easily. Data can be shared among other users and applications such as Microsoft's Excel and Lotus' 123.

This course teaches how to write queries to access data in an Oracle 9i database.

#### Participants will learn...

- To create, modify, run and refine ad-hoc queries using existing data
- To view, chart and analyze multi-dimensional data
- To schedule and manage report generation in a batch mode

#### Who Needs to Attend:

Oracle Discoverer Desktop users or any business professional wishing to learn the basics of Discoverer

#### Prerequisites:

Familiarity with Windows applications

#### Course Content:

##### INTRODUCTION

- Benefits of Discoverer
- Understanding Discoverer

##### OPENING AND USING WORKBOOKS

- Opening a workbook

##### WORKING WITH WORKBOOKS

- The workbook window
- Selecting sections in worksheets
- Formatting worksheets

##### CREATING WORKBOOKS

- Creating tabular worksheet
- Creating crosstab worksheets

##### MANAGING QUERIES, WORKSHEETS AND WORKBOOKS

- Copy a query sheet as a table
- Copy a worksheet as a crosstab
- Monitor query execution

##### CUSTOMIZING THE DISPLAY

- Customizing item headings
- Customizing data displays

##### CONDITIONS AND PARAMETERS

- Creating a condition
- Parameters in conditions
- Multiple Conditions

##### QUERIES AND SUBQUERIES

- Creating subqueries

##### GROUP SORTS AND SUMMARIES

- Creating group sorted outputs
- Including totals and subtotals

##### CALCULATED ITEMS

- Creating calculated items

##### DRILLS IN WORKSHEETS

- Identify the drill types
- Using the find facility as a drill feature

##### SCHEDULING AND MANAGING QUERIES

- Scheduling periodical queries

##### ANALYZE DATA GRAPHICALLY

- Graphically analyze table output

##### ADVANCED OPTIONS

- Support for MS Excel
- Other Supported File Formats

#### Course Labs:

1. Opening and Using Workbooks
2. Creating Workbooks
3. Managing Queries, Worksheets & Workbooks
4. Customizing the Display
5. Conditions and Parameters
6. Queries and Subqueries
7. Group Sorts and Summaries
8. Calculated Items
9. Drills in Worksheets
10. Analyze Data Graphically