



## Jet Reports Training – Private

The training focuses on teaching Jet Reports designers to build reports, by providing them skills and techniques to use various tools in Jet Excel Add-in. With topics ranging from basic to advanced, squeeze the maximum from the product you use.



### Master in Jet Reports Designing

Leverage Your Jet Reports Investment



Helped more than 700 people to improve their everyday reporting



The best and the most experienced trainers from Global Data 365



16 hours of gaining knowledge



Training materials and practical tasks

#### Beginner Training

9 Hours

This training program has been tailored to cater to the needs of individuals who possess limited or no prior acquaintance with Jet Reports. The training sessions will be organized into three segments, each spanning three hours. With the help of a live instructor, you'll receive hands-on instruction and guidance, equipping you with the essential skills needed to create customized reports using Jet Reports.

#### Professional Training

12 Hours

This training program is designed to provide you with a thorough understanding of Jet Reports, covering both basic and advanced topics. With a total duration of 16 hours, spread across 4 days, this training program offers an immersive learning experience. A live instructor will guide you through hands-on exercises with personalized agenda, ensuring that you are equipped with the expertise to maximize the potential of this powerful reporting tool.

#### Comprehensive Training

16 Hours

This training program spans a total of 20 hours, structured over the course of five days. This comprehensive training program covers a wide range of topics, encompassing both fundamental concepts and advanced techniques. With a live instructor, you'll gain valuable insight and deep understanding of all tools and techniques. Through hands-on exercises and practical application, you will gain the necessary expertise to leverage Jet Reports to its fullest extent.

## Course Curriculum

TOPICS	BEGINNER (9-HOURS)	PROFESSIONAL (16-HOURS)	COMPREHENSIVE (20-HOURS)
Introduction to Jet Reports	✓	✓	✓
Jet Reports Ribbon Guide	✓	✓	✓
Type of Users	✓	✓	✓
Data Source Settings	✓	✓	✓
Jet Functions Overview (NL, NF, NP)	✓	✓	✓
Summary Lists	✓	✓	✓
Detail Lists	✓	✓	✓
Using NL(Rows), NL(Column) & NL(Sheet)	✓	✓	✓
Filters	✓	✓	✓
Adding Report Options	✓	✓	✓
Adding Keywords (+Values, +Lock, +Hidesheet)	✓	✓	✓
Browser	✓	✓	✓
Report Wizard	✓	✓	✓
Table Builder	✓	✓	✓
Grouping Reports	✗	✓	✓
Adding Subtotals and Grand Total	✗	✓	✓
Fast Financials	✗	✓	✓
Financial Statements (With NL & GL)	✗	✓	✓
Date Intelligence (Comparing Actual vs LY)	✗	✓	✓
Multiple Companies Consolidation	✗	✓	✓
Conditional Hide (Rows and Columns)	✗	✓	✓
Jet Scheduler	✗	✓	✓
Jet Hub	✗	✓	✓
Multiple Databases Consolidation	✗	✗	✓
Graphs	✗	✗	✓
Advanced Filtering	✗	✗	✓
Array Calculation	✗	✗	✓
Exchange Rates Adjustments	✗	✗	✓
Word Based Reports	✗	✗	✓