

**SQL Server 2019: Creating Reports with Report Builder**

**Course Number:** SQL-621  
**Duration:** 3 days

**Overview**

[Report Builder](https://msdn.microsoft.com/en-us/library/hh213578.aspx) was designed by Microsoft for business analysts and other power users who are already comfortable with Ribbon-based applications such as Microsoft Word and Microsoft Excel.

Accelebrate's SQL Server 2019 SSRS Report Builder training teaches attendees how to use the Report Builder tool to create, format, and customize SQL Server Reporting Services (SSRS) reports. Attendees learn how to take full advantage of the user-based Business Intelligence features of SSRS.

Note: This class can also be taught using SQL Server 2019.

**Prerequisites**

A general knowledge of database concepts including tables and fields is required for this course. Students should be comfortable working in Microsoft Office as well. Prior Excel experience is helpful but not required.

**Materials**

All attendees receive a SQL Server Report Builder course workbook (based on 2016 but fully applicable to 2019).

**Software Needed on Each Student PC**

Attendees will not need to install any software on their computers for this class. The class will be conducted in a remote environment that Accelebrate will provide; students will only need a local computer with a web browser and a stable Internet connection. Any recent version of Microsoft Edge, Mozilla Firefox, or Google Chrome will work well.

**Objectives**

* Understand and use data sources and datasets
* Create and format reports
* Add images and document maps to reports
* Work with groups to summarize data
* Use parameters to add flexibility to reports
* Create enhanced visual reports with charts, indicators, and maps
* Incorporate custom expressions into reports

**Outline**

* SSRS Overview
  + Reporting Services Features
  + Tools Available with SQL Server 2019
  + Authoring with Report Builder
  + ClickOnce vs. Stand-alone (Optional)
  + The Getting Started Dialog Box
* Data Sources and Datasets
  + What is a Data Source?
  + Shared verses Embedded Data Sources
  + What is a Dataset?
  + Creating Datasets
* Creating New Reports
  + Using the Report Wizards
  + Starting from the Blank Report Template
  + What is Tablix?
  + Creating a Tabular Report
  + Creating a List Report
  + What is a Matrix?
* Formatting Reports
  + Working with Text Boxes
  + Rich Text Formatting
  + Managing Text Boxes
  + Drawing Lines and Boxes
  + Images
  + Page Headers and Footers
  + Adding a document map
  + Rendering Reports
* Summarizing and Sorting
  + Creating Groups
  + Adding Totals and Aggregations
  + Parent/Child vs. Adjacent Groupings
  + Tablix Properties and Grouping Data
* Add Flexibility with Parameters
  + Adding Parameters to a Report
  + Report Parameters vs. Query Parameters
  + Working with Cascading Parameters
  + Manage Report Parameter Properties
  + Use Parameters with SQL Queries and Stored Procedures
  + Sort Based on a Parameter Setting
  + Filtered Reports
* Enhanced Report Items
  + Charts
  + Gauges
  + Add a Map to a Report
  + Data Bar, Indicator, and Sparkline Report Items
  + Nesting Data Regions
  + Subreports and Drillthrough Reports
  + Working with Drillthrough Reports
* Custom Expressions
  + Understanding Expressions
  + Defining Expressions
  + Working with Report Variables
  + Understanding Lookup, LookupSet, and Multilookup Functions
  + Expression Samples
* Conclusion