

# Advanced XLOne Reporting Training

Course Synopsis	
Duration	1 Day
Course Outline	This course provides attendees with an understanding of advanced functionality available within XLOne Reporting.
Attendees	Attendees are expected to be familiar with basic XLOne Reporting and with TechnologyOne Financial Concepts - Chart and Ledger structures, as well have the ability to use Microsoft Excel functionality in a competent manner.
Course Objectives	The purpose of the course is to facilitate achieving the following objectives: <ul style="list-style-type: none"> <li>• Design and run advanced XLOne Reports</li> <li>• Configure and use scheduling functionality for generating Reports</li> </ul>
Course Topics	During this course participants will be given the opportunity to learn: <ul style="list-style-type: none"> <li>• Recap of basic XLOne functionality</li> <li>• Multiple Column Definitions and Lookups</li> <li>• Outputs</li> <li>• XLOne Scheduler</li> <li>• Options for running reports</li> </ul>
Areas not covered in this course	<p>This course does not include basic features of XLOne .</p> <p>This course does not include reporting outside the Financials scope, although the concepts could allow attendees to apply their knowledge to other products. This also does not cover specific configuration for every customer.</p>

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Course Agenda Day 1	
Time/Duration	Topic
9:00am - 9:30am	Welcome and Introduction
9:30am - 10:15am	XLOne basics recap <ul style="list-style-type: none"> <li>Recap of Row and Column Commands</li> <li>Related Exercises</li> </ul>
10:15am - 10:30am	<b>Morning Break</b>
10:30am - 12:30pm	Report Design <ul style="list-style-type: none"> <li>Multiple Column Definitions</li> <li>Lookups</li> <li>Related Exercises</li> </ul>
12:30pm - 1:15pm	<b>Lunch Break</b>
1:15pm - 3:00pm	Report Output <ul style="list-style-type: none"> <li>Outputs</li> <li>Publishing</li> <li>Related Exercises</li> </ul>
3:00pm - 3:15pm	<b>Afternoon Break</b>
3:15pm - 4:30pm	<ul style="list-style-type: none"> <li>Report Scheduler</li> <li>Distributed Processor options</li> <li>XLOne Modeller functionality</li> </ul>