

About the Sample Crystal Reports

You will find nearly 40 sample reports in this folder (\Crystal Reports 9\Samples\En\Reports). These reports show:

- Basic report creation and design styles and techniques.
- Major Crystal Reports features that you can use to address your business issues.

What are they?

These sample reports are grouped into two distinct subfolders:

■ Feature Examples

Each of the sample reports in this folder focuses on one particular feature of Crystal Reports. The name of the report file reflects the feature that the report focuses on. For example, *date range formula.rpt* shows you how to use a date-range formula in a report, while *hyperlink.rpt* shows you how to insert hyperlinks in a report.

■ General Business

The sample reports in this folder are typical of those often used by companies to address real business issues. They cover a variety of business functions, such as accounting, sales, marketing, and customer relationship management. Many of these reports are very sophisticated and show a number of Crystal Reports features.

How can the sample reports help you?

New report designers

The sample reports in the *Feature Examples* folder give you an idea how easy it is to create a basic report and how to use the various features in Crystal Reports. The sample reports in the *General Business* folder incorporate many features and show what a professional report can look like.

Experienced report designers

The *Feature Examples* folder contains sample reports that you can use to learn specific features in Crystal Reports, such as Date Range Formulas, Hierarchical Grouping, and Hyperlinks. Explore the more sophisticated reports in the *General Business* folder to sharpen your report design skills.

Report end-users

If you're a business professional who uses business reports designed by other people, the sample reports in the *General Business* folder will give you an idea of how Crystal Reports can help you address your day-to-day business issues.

Where can you get more sample reports?

Get more sample reports from the Seagate Software Support Site:

<http://support.crystaldecisions.com/samples/>

Feedback?

Let us know what kind of samples you'd like to see. Email us at

crfeedback@crystaldecisions.com.