

# BOW520

## Exploring the Advanced Concepts of SAP BusinessObjects Web Intelligence

### COURSE OUTLINE

Course Version: 2025

Course Duration:

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# Typographic Conventions

American English is the standard used in this handbook.

The following typographic conventions are also used.

This information is displayed in the instructor's presentation	
Demonstration	
Procedure	
Warning or Caution	
Hint	
Related or Additional Information	
Facilitated Discussion	
User interface control	<i>Example text</i>
Window title	<i>Example text</i>

# Preparing for Your SAP Live Class

## Required Equipment for Your SAP Live Class

- PC or Mac
- Integrated or external web cam
- Headset with integrated mic
- Stable internet connection

You can test if your setup is working correctly by using this link: <https://sap.zoom.us/test>

We recommend that you connect two monitors to your PC so that you can manage the course content more efficiently. This will reduce the need for you to switch (alt+tab) between the applications we use in class.

## Getting the Most Out of Your SAP Live Class

- Make sure you have setup and thoroughly tested the SAP Live Class environment and resolved any issues well before the class begins. Refer to the separate instructions that you were sent for setup instructions and support contact information.
- Keep your web cam activated during the training sessions. You can switch it off during breaks if you prefer.
- Use a headset with an integrated mic to ensure a high-quality audio experience for both you and the other participants. Laptop speakers and mic produce poor quality sound and introduce background noise that can disturb the class.
- Make sure you are in a quiet area where you will not be disturbed.
- Be ready to use the mute feature to ensure any background noise does not disturb the class.
- Turn off email, phones, instant messaging tools, and clear other distractions away from your training area.
- Actively participate and prepare to be called on by name.
- Be patient waiting for a response to your chat messages.
- Always ask the instructor for assistance if you need help with an exercise. Don't get left behind.
- Be ready to begin class on time so you do not delay the start of each session.
- During breaks, make sure you take the opportunity to get out of your chair and stretch.
- Please raise any concerns relating to the SAP Live Class experience with your instructor at the time they arise so that they can be quickly addressed.

# Contents

vii **Course Overview**

**1 Unit 1: Creating a Document with Multiple Queries**

- 1 Lesson: Discovering the Concept of Multiple Queries
- 1 Lesson: Building Queries Based on Microsoft Excel
- 1 Lesson: Building Queries Based on Web Intelligence Document
- 1 Lesson: Changing the Data Source of a Query

**3 Unit 2: Working in Data Mode**

- 3 Lesson: Viewing Data
- 3 Lesson: Preparing Data
- 3 Lesson: Creating and Managing Cubes
- 3 Lesson: Editing Object Properties

**5 Unit 3: Using Advanced Query Panel Features**

- 5 Lesson: Using Data from Another Query
- 5 Lesson: Implementing Subqueries
- 5 Lesson: Implementing Combined Queries

**7 Unit 4: Working with Calculation Contexts**

- 7 Lesson: Outlining Calculation Contexts
- 7 Lesson: Redefining Calculation Contexts
- 7 Lesson: Implementing Extended Syntax Operators
- 7 Lesson: Implementing Extended Syntax Keywords

**9 Unit 5: Using Functions in the Formula and Variable Editors**

- 9 Lesson: Creating Formulas with Character Functions
- 9 Lesson: Concatenating Character Strings
- 9 Lesson: Implementing Date Functions
- 9 Lesson: Applying Miscellaneous Functions
- 9 Lesson: Using the If Function to Create Groups and Calculations

**11 Unit 6: Reporting with Additional Techniques**

- 11 Lesson: Implementing Data Tracking
- 11 Lesson: Implementing Shared Elements

**13 Unit 7: Adding Interactivity to a Document**

- 13 Lesson: Filtering Dynamically Using Element Links
- 13 Lesson: Creating Custom Tooltips
- 13 Lesson: Using Hyperlinks



# Course Overview

## **TARGET AUDIENCE**

This course is intended for the following audiences:

- Application Consultant
- Super / Key / Power User
- Business User
- Business Analyst
- Business Process Owner/Team Lead/Power User



## Lesson 1: Discovering the Concept of Multiple Queries

### Lesson Objectives

After completing this lesson, you will be able to:

- Create and manage multiple data providers in a Web Intelligence document to combine data from different sources.

## Lesson 2: Building Queries Based on Microsoft Excel

### Lesson Objectives

After completing this lesson, you will be able to:

- Build and run a query in a Web Intelligence document using Microsoft Excel as a data source.

## Lesson 3: Building Queries Based on Web Intelligence Document

### Lesson Objectives

After completing this lesson, you will be able to:

- Use an existing Web Intelligence document as a data source for creating new documents.

## Lesson 4: Changing the Data Source of a Query

### Lesson Objectives

After completing this lesson, you will be able to:

- Use the Change Source feature to switch between compatible data sources efficiently in a Web Intelligence document.



## Lesson 1: Viewing Data

### Lesson Objectives

After completing this lesson, you will be able to:

- Navigate and use data mode to preview a Web Intelligence document's dataset.

## Lesson 2: Preparing Data

### Lesson Objectives

After completing this lesson, you will be able to:

- Apply data transformations to an object's values in a Web Intelligence document.

## Lesson 3: Creating and Managing Cubes

### Lesson Objectives

After completing this lesson, you will be able to:

- Combine multiple cubes using joins or append operations to build integrated datasets for analysis in a Web Intelligence document.

## Lesson 4: Editing Object Properties

### Lesson Objectives

After completing this lesson, you will be able to:

- Modify object properties in a Web Intelligence document.



## Lesson 1: Using Data from Another Query

### Lesson Objectives

After completing this lesson, you will be able to:

- Use results from one query as filter values for another query in a Web Intelligence document.

## Lesson 2: Implementing Subqueries

### Lesson Objectives

After completing this lesson, you will be able to:

- Use subqueries to compare dataset values when operand values are unknown or change over time in a Web Intelligence document.

## Lesson 3: Implementing Combined Queries

### Lesson Objectives

After completing this lesson, you will be able to:

- Combine multiple queries in a Web Intelligence document using union, intersection, or minus to refine report results.



## Lesson 1: Outlining Calculation Contexts

### Lesson Objectives

After completing this lesson, you will be able to:

- Identify and explain the concept of calculation context in a SAP Web Intelligence document.

## Lesson 2: Redefining Calculation Contexts

### Lesson Objectives

After completing this lesson, you will be able to:

- Define and apply input and output contexts to control calculation results in a Web Intelligence document.

## Lesson 3: Implementing Extended Syntax Operators

### Lesson Objectives

After completing this lesson, you will be able to:

- Implement extended syntax operators in a Web Intelligence document.

## Lesson 4: Implementing Extended Syntax Keywords

### Lesson Objectives

After completing this lesson, you will be able to:

- Implement extended syntax keywords in a Web Intelligence document.



## Lesson 1: Creating Formulas with Character Functions

### Lesson Objectives

After completing this lesson, you will be able to:

- Use character string functions to extract, replace, and format text in a Web Intelligence document.

## Lesson 2: Concatenating Character Strings

### Lesson Objectives

After completing this lesson, you will be able to:

- Use character string functions to concatenate and format text in a Web Intelligence document.

## Lesson 3: Implementing Date Functions

### Lesson Objectives

After completing this lesson, you will be able to:

- Convert date strings to date type and calculate durations in a Web Intelligence document.

## Lesson 4: Applying Miscellaneous Functions

### Lesson Objectives

After completing this lesson, you will be able to:

- Use the NoFilter function to override report filters, and the RunningSum function to create cumulative totals in a Web Intelligence document.

## Lesson 5: Using the If Function to Create Groups and Calculations

### Lesson Objectives

After completing this lesson, you will be able to:

- Group data dynamically and create conditional calculations using the If() function in a Web Intelligence document.



## Lesson 1: Implementing Data Tracking

### Lesson Objectives

After completing this lesson, you will be able to:

- Activate and configure data tracking to highlight changes between the current and reference datasets in a Web Intelligence document.

## Lesson 2: Implementing Shared Elements

### Lesson Objectives

After completing this lesson, you will be able to:

- Create shared elements containing report elements, queries, and formats for consistent reuse across Web Intelligence documents.



## Lesson 1: Filtering Dynamically Using Element Links

### Lesson Objectives

After completing this lesson, you will be able to:

- Create element links to dynamically filter related report elements in a Web Intelligence document.

## Lesson 2: Creating Custom Tooltips

### Lesson Objectives

After completing this lesson, you will be able to:

- Design custom tooltips in a Web Intelligence document to enhance data visualization with additional context and details.

## Lesson 3: Using Hyperlinks

### Lesson Objectives

After completing this lesson, you will be able to:

- Link reports, documents, or external URLs to enhance interactivity in a Web Intelligence document.