

# MINT ReportBuilder Basic

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## Course Description

### General

Designing reports in MINT TRMS, for various purposes and audiences, can be easy with the proper training. After retrieving the required data, the look and feel of a report is key to present this data in the most effective way. This training will enable you to adopt your reports to corporate identity as well as converting the raw-data to meaningful numbers.

### Duration

1 day

### Target Group

Staff and management who need to prepare reports to draw reader's attention to the important numbers will find this training beneficial.

### Prerequisites

A basic knowledge of MINT TRMS, either in Scheduling or Record Keeping, is required.

### Content

- Overview of MINT Reporting, Reports tree and properties
- Concepts and definitions of object graph and queries
- New aggregate features in Queries
- Conditions, sorting & parameters
- Design Basics (components, bands, elements, images and links)
- Advanced queries (e.g. nested conditions)
- Navigating views and panels
- Basic & Advanced report design (groups, expressions, subreports)
- Hands- on examples
- Preview MINT Version 12.3

### Benefits

After completing this training you will have advanced knowledge of how to create reports out of MINT TRMS, applying styles and fonts, grouping data, incorporate sub-data-sets and work with cross tables (multidimension table).

### Language

The training will be conducted in English.

### Method

The training will include classroom lectures with exercises and room for discussion.

### Examination

Participants will receive a certificate of attendance.