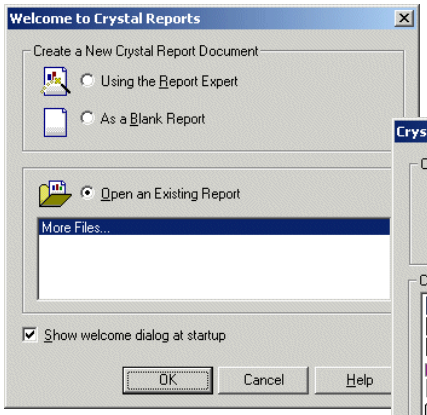
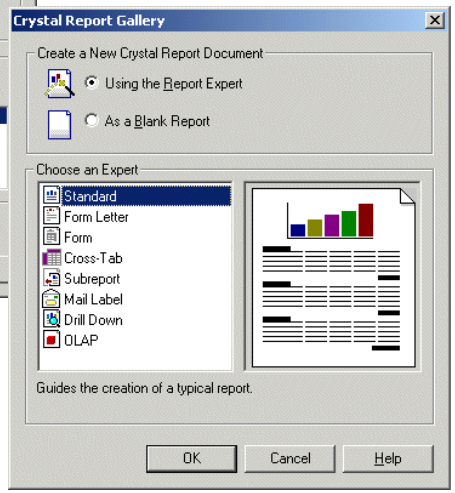
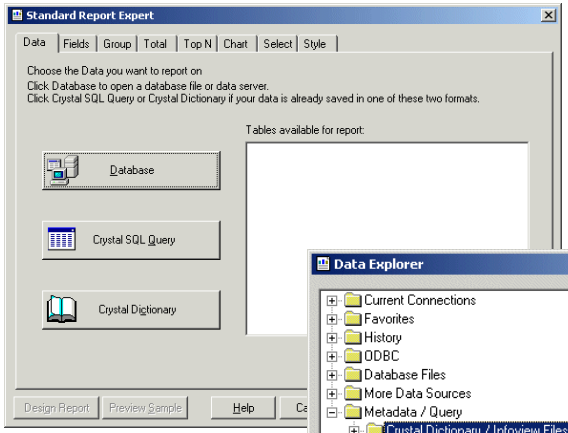
CONNX 9.0
Quick Reference Card
Using Crystal Reports to access CONNX data sources



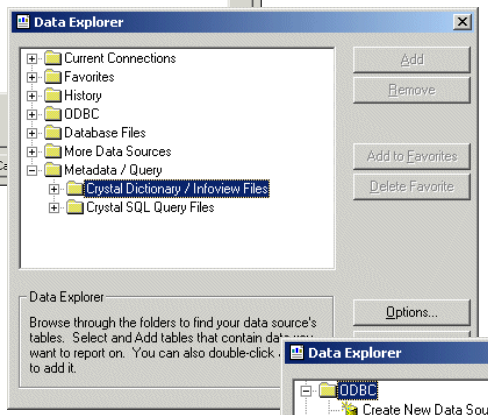
1. Select **Start**, point to **Crystal Report Tools,** and then select **Crystal Reports.** Click the **OK** button.

2. Select **Using the Report Expert** radio button and the **Standard Expert.**

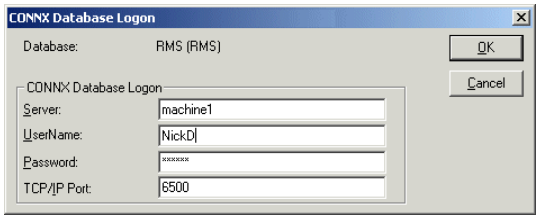




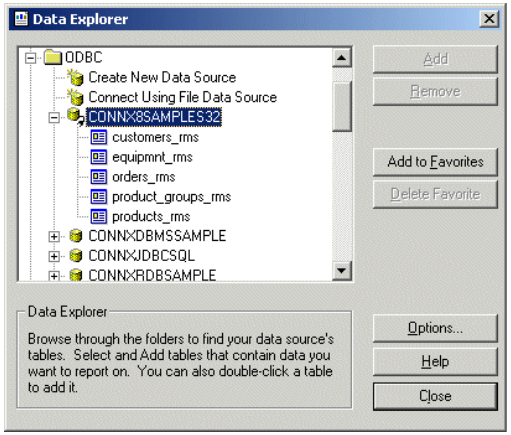
3. Select **Crystal SQL Query** in the **Standard Report Expert** dialog box.



4. The **Data Explorer** dialog box appears. Select a server type and a database from the list of DSN files. CONNX files appear as ODBC server databases. If the DSN you expected was not displayed, the DSN may not be registered or you may have to create a new one. For an explanation of how to create a new DSN, see the CONNX Quick Reference Card "Configuring a Data Source Name for the ODBC Driver."



5. The **CONNX Integrated Logon** dialog box appears. Log in with your CONNX user name and password. Select an application type from the Connect Options list box. The **CONNX Database Logon** dialog box appears. Log in to the CONNX server.



6. Select a table or tables from which to create a report. Click the **Add** button or double-click the table name to add to the SQL Database list box. Click the **Close** button to go to the Standard Report Expert dialog box.

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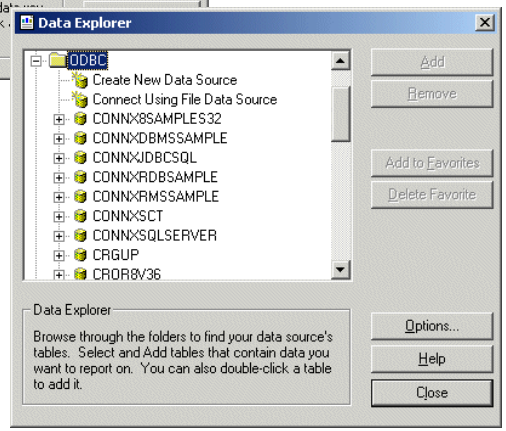

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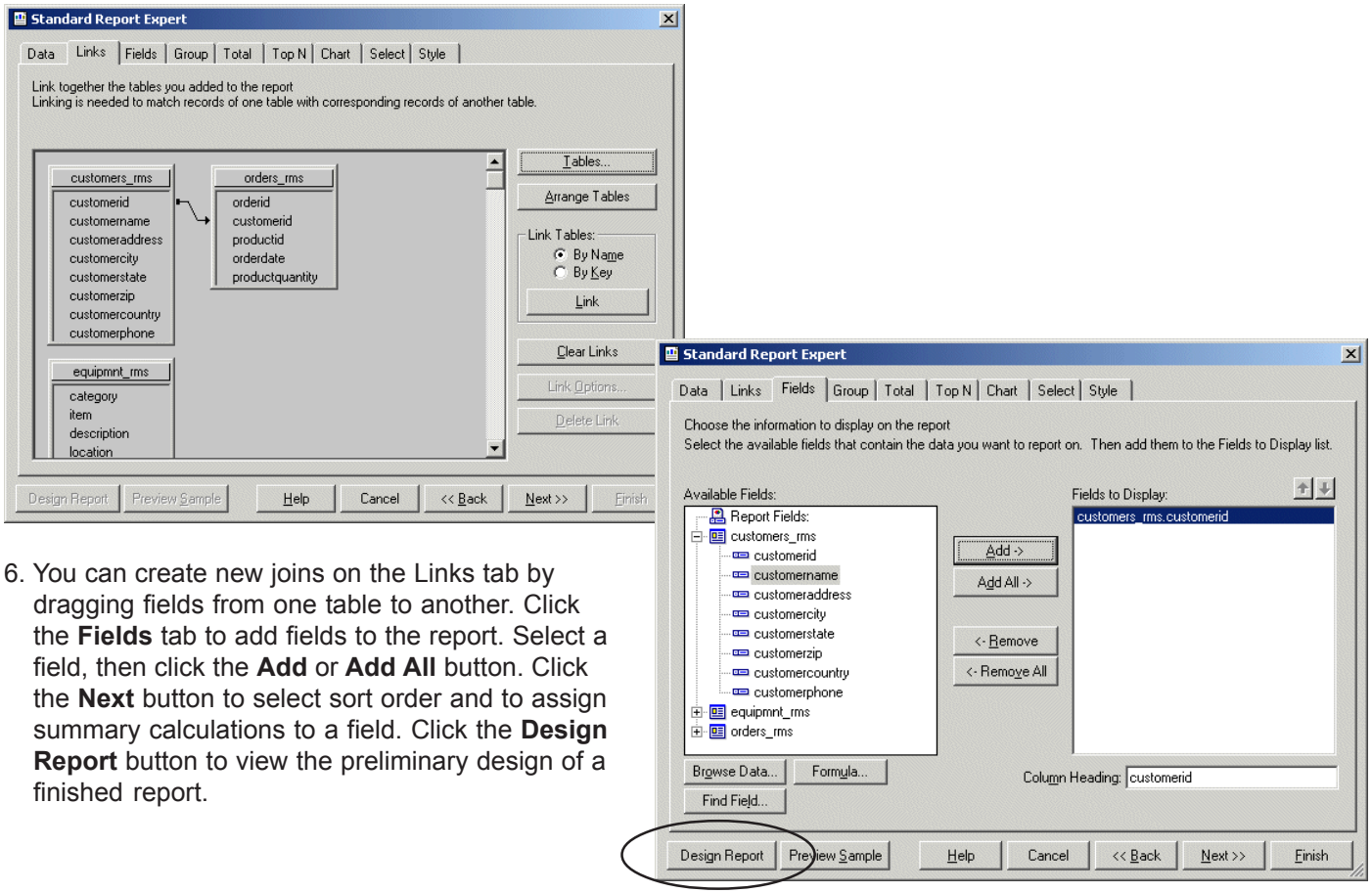

6. You can create new joins on the Links tab by dragging fields from one table to another. Click the **Fields** tab to add fields to the report. Select a field, then click the **Add** or **Add All** button. Click the **Next** button to select sort order and to assign summary calculations to a field. Click the **Design Report** button to view the preliminary design of a finished report.