

2011



# BEGINNING REPORT WRITING COURSE

Hampton Inn & Suites  
Pinehurst, North Carolina  
May 19<sup>th</sup> and 20<sup>th</sup>, 2011

**Microsoft**  
GOLD CERTIFIED  
Partner





# BEGINNING REPORT WRITING COURSE

Hampton Inn & Suites  
Pinehurst, North Carolina  
May 19<sup>th</sup> and 20<sup>th</sup>, 2011



**Save the dates! May 19-May 20, 2011**

## ATL Beginning Report Writing Course

Pinehurst, NC

May 19-20, 2011: The cost for the report writing class is \$1,995 (includes textbooks).

### Training - Beginning Report Writing for Sample Master® LIMS

The ATL Beginning Report Writing Course Class will allow students to obtain the skill set required for modifying the core existing reports in Sample Master®, creating new reports, automating reports, emailing reports, integrating reports with Microsoft Excel and Microsoft Word, and integrating reports with the Sample Master® user interface.

### Course Detail

The course uses a mixture of visual demonstration and hands-on exercises to help build these essential reporting skills.

### Major topics covered include:

- Records sources for reports in Sample Master®
- Modifying existing core Sample Master® reports
- Creating new reports in Sample Master®
- Creating and working with subreports
- Using sorting, grouping and summarizing functions on reports
- Automating and emailing reports
- Integrating reports with the Sample Master® user interface
- Integrating reports with Microsoft Excel and Microsoft Word.

### Upon completion of this course students will have:

- Hands-on interaction through a user- friendly graphical user interface
- The ability to rapidly generate reports using LIMS data
- Use of data tables, chromatograms, calibration curves, text and graphics Experience in e-mailing reports in various formats including pdfs

### Who should attend?

Experienced Sample Master® LIMS users wishing to customize data reports. Intermediate programming skills required for this course and Advanced LIMS Training (Boot Camp – 2 day class) is required. Waivers may be available with those that can demonstrate the appropriate programming skill set.

**To reserve your room:** You can call Hampton Inn & Suites-200 Columbus Drive-Aberdeen, NC

Hotel reservations: Phone: (910) 693-4330 or Toll Free: (800) 426-7866



# BEGINNING REPORT WRITING COURSE

Hampton Inn & Suites  
Pinehurst, North Carolina  
May 19<sup>th</sup> and 20<sup>th</sup>, 2011

**To register for the May 19<sup>th</sup> -20<sup>th</sup> course, please complete the following information:**

**Return to:**

Training Class Coordinator  
Accelerated Technology Laboratories, Inc.  
496 Holly Grove School Road  
West End, NC 27376  
Fax: 910.673.8166  
[Email: info@atlab.com](mailto:info@atlab.com)

**Registration Information:**

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Which Sample Master<sup>®</sup> product are you using? \_\_\_\_\_ Version: \_\_\_\_\_

How long have you been a user? \_\_\_\_\_

Credit Card Type (circle):



Credit Card # \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Purchase Order #:

Signature: