

ClassMate: Creating Database Connection in Crystal

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Creating Database Connection in Crystal

With ClassMates move to Amazon Web Services each site now has a site specific database name as opposed to the former classmate, cm_archive, cm_training. When creating or updating reports in Crystal the correct database connection must be selected in order for reports to pull data from the associated database.

 To access Crystal you must select the ClassMate Desktop Connection once signed into Gateway. Once open, you'll see the Crystal Report icon on your Desktop > double click to open. OR if updating a current report you can open your yellow File Explorer folder and navigate to where you have your report saved and open from there.



2. When the **Welcome to Crystal Reports** box displays make the appropriate selection and click OK:







3. Database Expert window > click + next to Create New Connection to expand and click + to select ODBC (RDO)

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		OK Cancel Help







4. ODBC (RDO) window will display > select YOUR site specific database connection you wish to create/update your report with > Click Next >

For example: xxxx_Classmate (or if creating archive report xxxx_CM_Archive)

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5. When the next screen opens NO updates are needed. Click Finish

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 You will then see your site specific connection display under ODBC(RDO) > click + to expand selection > click + next to dbo to display Tables/Vies/Stored Procedures (most reports are created with Tables) > click + to expand Tables. Make your selections from there to continue creating your report

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		OK Cancel Help







Updating Database Connection in Crystal

To access Crystal you must select the ClassMate Desktop Connection once signed into Gateway. Once open, you'll see the Crystal Report icon on your Desktop > double click to open. If updating an existing report select **Open an Existing Report** and navigate to and select report to update.

1. Once report is open > click Database from top of Crystal > select Set Datasource Location



 At the bottom under Replace with: click + to exand Create New Connection > click + to select ODBC (RDO)









 Data Source Name > click to select your site specific database to update the report > click Next

For example: xxxx_Classmate (or if updating archive report xxxx_CM_Archive)
Set Datasource Location

ange the location of the data source by selecting the ca lace it with. Then click Update.	urrent database (or table) and choosing th	e database (or table) to
rent Data Source: - □ report - □ classmate + □ Properties + □ att_condition + □ class		
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Image: NT Archived Event Log Image: Image: NT Current Event Log		
■ ODBC (RDO)		

4. Nothing needs to be adjusted or entered on this screen > Click Finish

	ODBC (RDO)	×
Server:	RMCTC_ClassMate]
User ID:	RAdministrator]
Password:]
Database:	RMCTC_ClassMate]
Trusted Connection:		
< Back Next >	Finish Cancel He	lp







 Click the classmate connection from the top under Curent Data Source: and click the site specific database under Replace with: > Click Update This needs to be done for ALL classmate connections under the Current Data Source section, including Subreports

Set Datasource Location	X
Current Data Source Curren	
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6. If the Update button does not allow you to update when both selections made this is an indication that each individual table must be updated separately. To do that you would select the table name from under the Current Data Source classmate connection and then click + to expand your site specific connection under Replace with > click + to expand dbo > click + to expand Tables navigate to EXACT table name to select and then Update. That will need to be done to EVERY table listed – including any subreports.

	Set Datasource Location
Change the location of the data source by selecting the current database (or table) and choosing replace it with. Then click Update.	; the database (or table) to
Current Data Source:	
Replace with:	
RMCTC_ClassMate	

7. Once all updated Connections are completed > click **Close** and you can then save the report and reload into ClassMate.



