

# SAS® Enterprise Guide® 1: Querying and Reporting

Kód kurzu: EG182

This course is for users who do not have SAS programming experience but need to access, manage, and summarize data from different sources, and present results in reports and graphs. This course focuses on using the menu-driven tasks in SAS Enterprise Guide, the point-and-click interface to SAS, to create queries and reports. It does not address writing SAS code or statistical concepts. This course serves as a prerequisite for the SAS(R) Enterprise Guide(R) 2: Advanced Tasks and Querying course and for the Creating Reports and Graphs with SAS® Enterprise Guide® course. It also serves as a prerequisite for the SAS® Enterprise Guide®: ANOVA, Regression, and Logistic Regression course, which teaches statistical concepts using SAS Enterprise Guide.

## Pre koho je kurz určený

Data, business, and statistical analysts who licensed or are considering licensing SAS Enterprise Guide or SAS Analytics

Pro and would like training to get started with data access, management, and analysis

## Čo vás naučíme

- Access and manipulate local and remote data of various types
- Create queries that filter and summarize data, compute new columns, and join multiple tables
- Create frequency and tabular reports
- Automate output results

## Požadované vstupné znalosti

This course is designed for users with no programming experience or SAS knowledge. Before attending this course, you should be familiar with Windows and other software, such as Microsoft Office or spreadsheet programs.

## Osnova kurzu

### Getting Started

- Introducing SAS Enterprise Guide
- Working with SAS Enterprise Guide projects

### Working with Data in a Project

- Understanding SAS data structures
- Accessing data
- Importing data files

### Getting Started with Tasks

- Introduction to tasks and wizards
- Creating a frequency report
- Generating different output formats
- Creating a listing report
- Filtering data in a task
- Creating a graph

### Creating Simple Queries

- Filtering and sorting data
- Creating new columns
- Grouping and summarizing data
- Joining tables

### Creating Summarized Output

- Generating summary statistics
- Creating a summary table report

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## Using Prompts in Tasks and Queries

- Prompting in projects
- Creating and using prompts in tasks
- Creating and using prompts in queries

## Customizing and Organizing Project Results

- Combining results
- Updating and organizing projects

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