# SSRS 2014, Part 06 of 10: Accessing and Subscribing to Reports

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**Meet the expert:** Don Kiely is a featured instructor on many of our SQL Server and Visual Studio courses. He is a nationally recognized author, instructor, and consultant specializing in Microsoft technologies. Don has many years of teaching experience, is the author or co-author of several programming books, and has spoken at many industry conferences and user groups. In addition, Don is a consultant for a variety of companies that develop distributed applications for public and private organizations.

**Prerequisites:** This course assumes that you have a basic familiarity with the concept of relational databases and a basic understanding of what SQL Server is and the high-level tools in it, as well as how to create and manage objects using Management Studio. You should also have a basic understanding of how SQL Server implements security, including its authentication and authorization schemes, and how to assign permissions on securable objects to principals. You should know the fundamentals of Transact-SQL to write queries to retrieve data and join data from multiple tables, and how to execute scripts using the query editor in Management Studio.
It will be very helpful, but not absolutely necessary, to have experience with .NET development using Visual Studio 2012 or 2013 for the portions of the course that deal with SQL Server Data Tools. At the very least, we'll assume that you are well familiar with the Visual Studio user interface.

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**Course description:** In this course, you'll learn about some of the issues you're likely to face starting Report Manager and connecting to a report server. Then you'll learn about some of the cool features from a report user's perspective to find reports, view them, and access a report's document map. Next you'll learn about the My Reports folder. An admin has to enable this feature before users can use it, but then it provides a location for each user to save links to reports they use often as well as their own reports. Then the course explores the various export formats supported by Reporting Services. You'll learn about soft and hard page-break renderers, as well as the data exchange formats that can export the raw data from a report.

**Course outline:**

**Using Report Manager**
- Introduction
- Demo: Access Report Manager
- Demo: Report Manager
- Searching for a Report
- Demo: Search
- Demo: Search Results
- Demo: Details View
- Summary

**Viewing a Report**
- Introduction
- Demo: Report Features
- Demo: Drilldown Report
- Demo: Print & Export
- Demo: Parameters
- Demo: Document Map
- Summary

**Using The My Reports Folder**
- Introduction
- Demo: Enable My Reports Folder
- Demo: My Reports Folder
- Demo: Sample Reports
- Summary

**Exporting Reports**
- Introduction
- Reporting Services Renderers
- Demo: Export to PDF
- Soft Page-Break Renders
- HTML Documents
- Demo: HTML
- Microsoft Word
- Demo: Word
- Summary

**Exporting Excel**
- Introduction
- Microsoft Excel
- Demo: Export to Excel
- Demo: Excel Report
- Demo: Data Visualizations
- Summary

**Hard Page Break Renderers**
- Introduction
- PDF Documents
- Demo: PDF
- TIFF Images
- Demo: TIFF
- Other Image Formats
- Image Formats
- Demo: RSReportServerConfig
- Demo: PNG
- Demo: JPG
- Summary

**Data Exchange Renderers**
- Introduction
- Data Exchange Renderers
- Rendering Behavior
- Hierarchical and Grouped Data
- CSV Renderer Modes
- Demo: Export to CSV
- XML Format
- Demo: XML
- Atom Format
- Demo: Atom
- Summary