



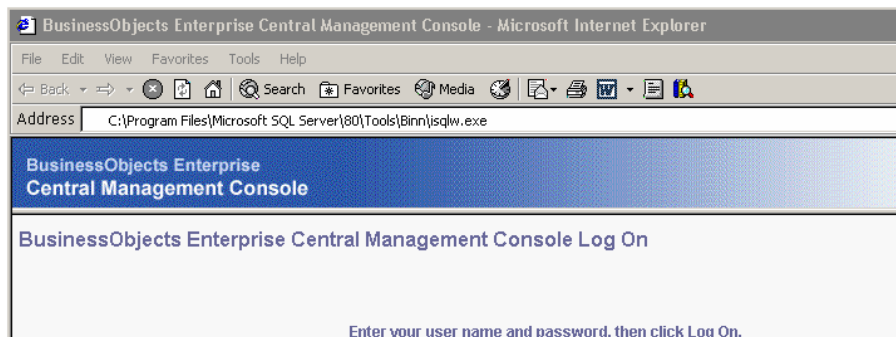
Last Updated: April 2007

II.3 Percentage Change Report Procedure

Notes: To run this, a person needs access to one of the web page applications on foundrewprod and SQL Server access (this does NOT come with RE access)

1. Open a web browser from citrix (either the Crystal Admin page or the Infoview page)
2. In the address bar, select all and type (or copy/paste)

C:\Program Files\Microsoft SQL Server\80\Tools\Binn\isqlw.exe



3. In the connect to SQL server box
 - a. Leave SQL server as (local)
 - b. Connect using Windows Authentication





4. File >> Open
5. Open d:\SQL Code\percent change report.sql

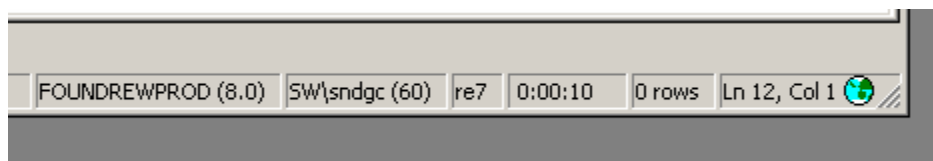
This script starts with the first fiscal year (denoted by @begin_date, @end_date is calculated), and looping through num_years (which is how many years you want to report), it counts donors, gifts, giving, with totals and percentage change per year (after the first year) for those years. This information is put into a temp table called temp_annual_rep. The headers for this information is put into temp_fy_h, temp_main_h, and temp_main_s.

6. If necessary, change @begin_date and @end_date to the appropriate date range

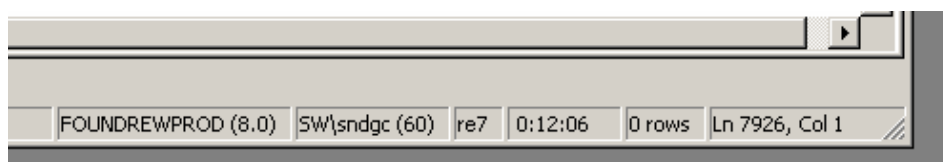
```
/*  
 * Report Parameters  
 *  
 * Notes: Begin date is the starting date, num_years is how far  
 * you want to go.  
 */  
*****/  
declare @begin_date datetime ;  
declare @num_years int ;  
  
-- This is calculated  
declare @end_date datetime ;  
  
set @begin_date = '7/1/2000' ;  
set @num_years = 6 ;  
  
*****
```

7. Push F5 to run the script

This process takes approximately 4 to 10 minutes to finish (depending on the number of years to run for). It does not show any data, so the only way to know that it is done running is the world in the lower right corner will disappear.



Into





8. Open Crystal Reports or Crystal Infoview
9. Navigate to the following folder and open the Percent Change Report: Database Procedures/Information, RE Scripts, Percent change report by FY – Summary
10. Push F5 or the preview button to preview the report.
11. Navigate to the following folder and open the Percent Change Report: Database Procedures/Information, RE Scripts, Percent change report by FY – Graphs
12. Push F5 or the preview button to preview the report.