View the SQL Query behind Reports

1. Open the Crystal Reports.



The below page appears after opening the Crystal Reports.



This is the beginning page of Crystal Reports.

1. Login to the crystal Reports with your User ID and Password (Highlighted the “Logon”).



Give your “User name”, “Password”, and “Authentication” is”Windows AD”.

1. After Login, the screen appears as below:



1. Select a Report for Viewing its SQL.
2. In this Example, “Accounts Payable Invoice Distribution History” is considered.



1. Double click on this Report, the below screen appears.



1. Hit on ‘Database’ and navigate to “Show SQL Query”.



1. After clicking on ‘Show SQL query’, the below screen appears.



1. Enter the parameters accordingly.

Selecting ‘Start Date’.





After entering the values, click on ‘OK’.

1. It navigates to a Database login screen.

Login to the Database.



1. Select ‘**Banner ODS Test**’.

The below screen appears requesting for User ID and Password.



1. Enter the User ID and Password.



Click on ‘Finish’.

**NOTE:** This User ID and Password are different from that of User ID and Password entered in Step 2.

1. It navigates to a Screen where SQL Query is shown.

