



# CHAPTER 10

## Working with Reports

Cisco ANA provides a Report Manager that enables you to generate, view, and export reports of the information managed by Cisco ANA. You can save the generated reports in any of the following formats: PDF, CSV, HTML, XLS, and XML.

In addition to a variety of standard reports for events and inventory, you can define reports as required for your environment. The following topics discuss the Report Manager and reports in more detail:

- [User Roles Required to Manage Reports, page 10-1](#)
- [Using the Report Manager, page 10-2](#)
- [Report Categories, page 10-8](#)
- [Generating Reports, page 10-14](#)
- [Managing Reports, page 10-26](#)
- [Defining Report Types, page 10-33](#)
- [Working with Report Folders, page 10-33](#)

## User Roles Required to Manage Reports

**Table 10-1** identifies the roles that are required to manage reports. Cisco ANA determines whether you are authorized to perform a task as follows:

- For GUI-based tasks (tasks that do not affect devices), authorization is based on the default permission that is assigned to your user account.
- For device-based tasks (tasks that do affect devices), authorization is based on the default permission that is assigned to your account. That is, whether the device is in one of your assigned scopes and whether you meet the minimum security level for that scope.

For more information on user authorization, see the [Cisco Active Network Abstraction 3.7.1 Administrator Guide](#).

**Table 10-1** Default Permission/Security Level Required for Working with Reports

Task	Viewer	Operator	OperatorPlus	Configurator	Administrator
Generate reports	X	X	X	X	X
View reports	X	X	X	X	X
Export reports	X	X	X	X	X

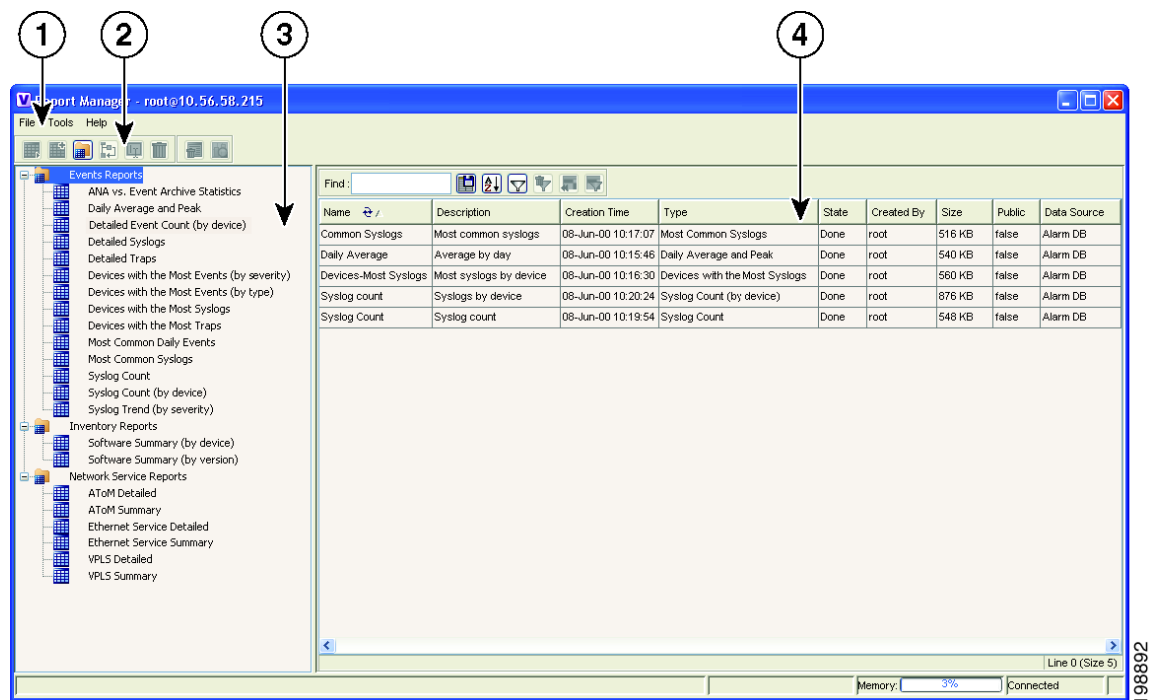
**Table 10-1** Default Permission/Security Level Required for Working with Reports (continued)

Task	Viewer	Operator	OperatorPlus	Configurator	Administrator
Save reports	X	X	X	X	X
Print reports	X	X	X	X	X
Delete reports	X	X	X	X	X
Set report preferences for purging and sharing	—	—	—	—	X

## Using the Report Manager

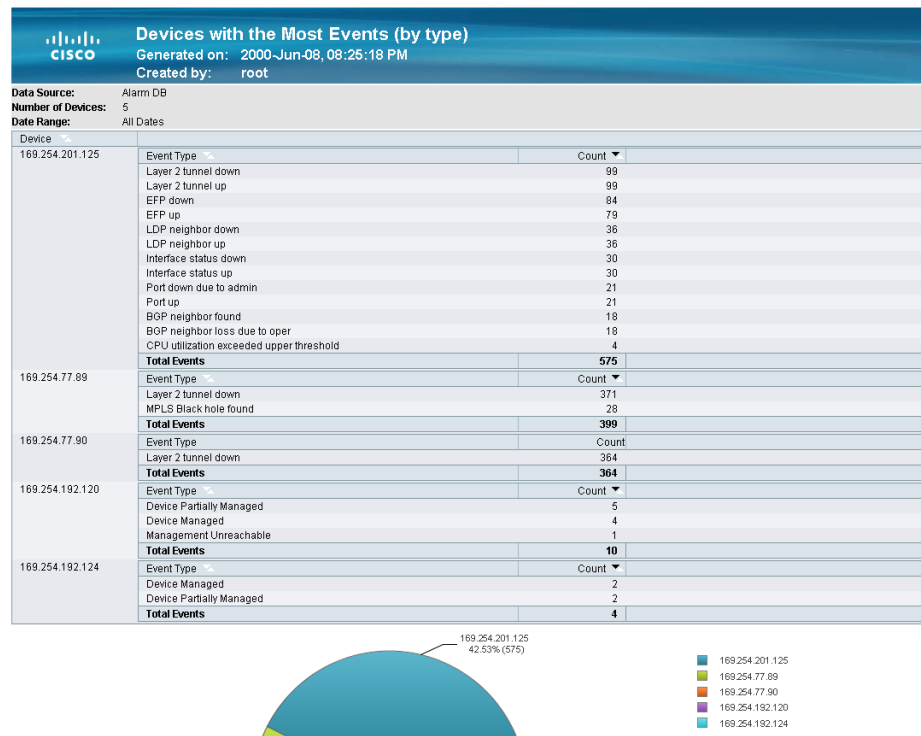
The Report Manager is available from Cisco ANA NetworkVision, Cisco ANA EventVision, and Cisco ANA Manage by choosing **Reports > Report Manager**. The Report Manager (shown in Figure 10-1) enables you to run standard reports, such as the number of syslogs by device.

The Report Manager also enables you to create reports and folders, view previously generated reports, define report types for your use, and organize reports in a manner suited to your environment and needs.

**Figure 10-1** Report Manager Window

1	Menu bar	3	Navigation tree with report types and folders
2	Toolbar	4	Content pane

Figure 10-2 shows an example of a generated report with a pie chart.

**Figure 10-2 Sample Report**

If you hover your mouse cursor over a section in the pie chart, a tooltip displays the information associated with that section, such as IP address, number of events, and percentage of total events.

**Note**

Not all reports include pie charts. In addition, reports that normally include a pie chart do not display a pie chart if the chart exceeds 25 slices.

## Menu Options

Table 10-2 describes the menu options available in the Report Manager window.

**Table 10-2 Report Manager Menu Options**

Option	Description
<b>File Menu</b>	
Exit	Exits the Cisco ANA NetworkVision application.
<b>Tools Menu</b>	
Change User Password	Enables you to change the password used when logging into the Cisco ANA client application suite. The change takes effect the next time you log into the application.
	<b>Note</b> The administrator can also change a user password in Cisco ANA Manage.









**Table 10-2** Report Manager Menu Options (continued)

Option	Description
<b>Help Menu</b>	
Cisco ANA Report Manager Help	Opens the online help for Cisco ANA NetworkVision and Cisco ANA EventVision.
Cisco.com	Unavailable.
About Cisco Report Manager	Displays application information about Cisco ANA NetworkVision.

## Toolbar Icons

Table 10-3 identifies the icons that appear in the Report Manager toolbar.

**Table 10-3** Report Manager Toolbar Icons

Icon	Name	Description
	Run	Generates the selected report
	Define Report of This Type	Enables you to define a report of this type that is suited specifically to your environment.
	New Folder	Creates a new folder
	Move	Moves one or more folders or reports that you created.
	Rename	Renames a folder that you created.
	Delete	Deletes one or more folders that you created.
	Delete Report	Deletes one or more selected reports.
	View	Displays the selected report in HTML format.

## Navigation Tree

The navigation pane displays a tree-and-branch representation of report folders and types of reports. The highest level in the tree displays report folders. The following standard report folders are provided in Report Manager:

- Events Reports
- Inventory Reports
- Network Service Reports

Each folder contains the types of reports that are provided with Cisco ANA and any user-defined reports. For more information on the standard report types, see [Table 10-8](#).

When you select an item in the tree, the content pane displays the generated reports as follows:

- If you select a folder, the content pane lists all reports that have been generated using any of the report types in that folder.
- If you select a report type, the content pane lists all reports that have been generated of that report type.

## Content Pane

The content pane lists all reports generated for the folder or report type selected in the navigation tree. You can double-click a report to view the report in HTML format.

[Figure 10-3](#) shows an example of the content pane.

**Figure 10-3 Reports Manager Content Pane**

The screenshot shows the Reports Manager interface. On the left is a navigation tree with folders like 'Events Reports', 'Inventory Reports', 'Software Summary', 'Network Service Reports', and 'VPLS Summary'. The main pane displays a table of reports. The table has columns: Name, Description, Creation Time, Type, State, Created By, Size, Public, and Data Source. The table lists various reports such as 'Common Daily Events', 'Daily Avg', 'Detailed Syslog', 'Detailed Traps', 'Devices with the Most Events', 'Most Common Syslogs', 'Most Events - Type', 'Most Events-Severity', 'Most Traps', 'Syslog Reports', 'Syslog Report 1 - Most Syslogs', 'Syslog Report 2 - Count', 'Syslog Report 3 - Trend', 'Inventory Reports', 'Software Summary', 'Network Service Reports', and 'VPLS Summary'.

Name	Description	Creation Time	Type	State	Created By	Size	Public	Data Source
Common Daily Events		08-Jun-10 11:44:56	Most Common Daily Events	Done	root	1208 KB	false	Alarm DB
Daily Avg	Daily Avg	08-Jun-10 11:27:57	Daily Average and Peak	Done	root	588 KB	false	Alarm DB
Detailed Syslog	Syslog: Detailed	08-Jun-10 11:31:06	Detailed Syslogs	Done	root	396 KB	false	Event Archive
Detailed Traps	Traps: Detailed	08-Jun-10 11:32:34	Detailed Traps	Done	root	436 KB	false	Event Archive
Devices - Most Syslogs		08-Jun-10 11:41:56	Devices with the Most Syslogs	Done	root	536 KB	false	Alarm DB
Most Common Syslogs		08-Jun-10 11:46:27	Most Common Syslogs	Done	root	500 KB	false	Alarm DB
Most Events - Type		08-Jun-10 11:40:39	Devices with the Most Events (by type)	Done	root	1084 KB	false	Alarm DB
Most Events-Severity		08-Jun-10 11:39:20	Devices with the Most Events (by severity)	Done	root	1116 KB	false	Alarm DB
Most Traps		08-Jun-10 11:44:01	Devices with the Most Traps	Done	root	592 KB	false	Alarm DB
sa		08-Jun-10 00:28:41	Detailed Event Count (by device)	Done	root	1928 KB	false	Alarm DB
saad		08-Jun-10 00:05:10	ANA vs. Event Archive Statistics	Done	root	428 KB	false	Alarm DB
Syslog - Device		08-Jun-10 11:51:02	Syslog Count (by device)	Done	root	956 KB	false	Alarm DB
Syslog Report 2 - Count	Report 2	08-Jun-10 11:49:49	Syslog Count	Done	root	520 KB	false	Alarm DB
Syslog Report 3 - Trend		08-Jun-10 11:51:51	Syslog Trend (by severity)	Done	root	1356 KB	false	Alarm DB
Traps2	Traps2	08-Jun-10 11:33:48	Detailed Traps	Done	root	1632 KB	false	Event Archive
Trend		08-Jun-10 11:52:57	Syslog Trend (by severity)	Done	root	1380 KB	false	Alarm DB
Trend2		08-Jun-10 11:54:43	Syslog Trend (by severity)	Done	root	1380 KB	false	Alarm DB
Trend3		08-Jun-10 11:57:16	Syslog Trend (by severity)	Done	root	1380 KB	false	Alarm DB

[Table 10-4](#) describes the information displayed in the content pane for each report.

**Table 10-4 Reports Manager Content Pane Information**

Attribute	Description
Name	Name of the report. Double-click the report to view the report in HTML format.
Description	Brief description of the report.
Creation Time	Date and time when the report was generated.

**Table 10-4** Reports Manager Content Pane Information (continued)

Attribute	Description
Type	Report type.
State	State of the report: Running, Done, or Failed.
Created By	User who created the report.
Size	Report size.
Public	Availability of the report to other users: <ul style="list-style-type: none"> <li>• True—The report is available to all users.</li> <li>• False—The report is available to only the user who generated the report and the administrator.</li> </ul>
Data Source	Source of the information for the report: ANA Database or Event Archive.

**Note**

Reports are purged from Cisco ANA after 90 days by default. This setting can be modified by changing the setting in Cisco ANA Manage. For more information, see the [Cisco Active Network Abstraction 3.7.1 Administrator Guide](#).

## Right-Click Options

Right-click options are available for:

- [Navigation Pane Folders, page 10-6](#)
- [Navigation Pane Reports, page 10-7](#)
- [Content Pane Reports, page 10-7](#)

### Navigation Pane Folders

[Table 10-5](#) describes the options available when you right-click a folder in the navigation pane.

**Table 10-5** Report Manager Navigation Pane Folder Right-Click Options

Option	Description
New Folder	Creates a new folder.
Delete	Deletes a user-defined folder.
Rename	Renames a user-defined folder.
Move	Moves a user-defined folder.
Properties	Displays the Folder Properties window which lists the folder contents. For more information on the Reports Category Properties window, see <a href="#">Viewing Folder and Report Type Properties, page 10-36</a> .

## Navigation Pane Reports

[Table 10-6](#) describes the options available when you right-click a report in the navigation pane.

**Table 10-6 Report Manager Navigation Pane Report Right-Click Options**

Option	Description
Run	Displays the Run Report dialog box so you can run a report of this type specifically for your environment and adds the generated report to the table in the content pane.
Define Report of This Type	Displays the Define Report dialog box so you can create a report of this type specifically for your environment, and adds the newly defined report to the navigation tree.
Move	Moves a user-defined report.
Properties	Displays the Reports Type Properties window which includes a brief description of the report and enables you to generate the report. For more information on the Reports Type Properties window, see <a href="#">Viewing Report Properties, page 10-31</a> .

## Content Pane Reports

[Table 10-7](#) describes the options available when you right-click a report in the content pane.

**Table 10-7 Report Manager Content Pane Report Right-Click Options**

Option	Description
View As	Displays the report in the selected format: <ul style="list-style-type: none"> <li>HTML</li> <li>PDF</li> <li>CSV</li> <li>XLS</li> <li>XML</li> </ul> The default option, HTML, is displayed in bold font. For more information on viewing reports, see <a href="#">Viewing and Saving Reports, page 10-27</a> .
Rename	Renames the selected report.
Share or Unshare	Shares the selected reports or limits them to your viewing only. The option toggles between Share and Unshare, as appropriate for the selected reports.  By default, the Share and Unshare options are available only to users with administrator access. These options are available to other users only if an administrator has enabled sharing in Cisco ANA Manage. For more information, see the <a href="#">Cisco Active Network Abstraction 3.7.1 Administrator Guide</a> .
Delete Report	Deletes the selected reports.

**Table 10-7** Report Manager Content Pane Report Right-Click Options (continued)

Option	Description
Show Only Selected Rows	Displays only the rows that you select.
Show All Rows	Displays all table rows that meet the current filtering criteria.
Properties	Displays the Reports Type Properties window, which includes a brief description of the report and enables you to edit its name and description.

## Report Categories

Cisco ANA provides reports related to:

- Events—See [Events Reports, page 10-8](#).
- Inventory—See [Inventory Reports, page 10-11](#).
- Network services—See [Network Service Reports, page 10-12](#).

## Events Reports

[Table 10-8](#) describes the standard events report types provided by Cisco ANA.

**Table 10-8** Standard Events Report Types

Report Name	Description
ANA vs. Event Archive Statistics	<p>For each day in the specified time period, the number of each of the following items in the alarm database and the Cisco ANA Event Collector (AEC):</p> <ul style="list-style-type: none"> <li>• Syslogs</li> <li>• Traps</li> <li>• Tickets</li> <li>• Correlated events</li> <li>• Uncorrelated events</li> <li>• Nonnetwork events</li> <li>• Network-originated events</li> <li>• Network-originated and service events</li> </ul>



**Table 10-8**      **Standard Events Report Types (continued)**

Report Name	Description
Daily Average and Peak	<p>For each day of the specified time period, the peak number and average rate of syslogs and traps for each of the following time periods:</p> <ul style="list-style-type: none"> <li>• Second</li> <li>• Ten seconds</li> <li>• Minute</li> <li>• Hour</li> <li>• Day</li> </ul>
Detailed Event Count (by device)	<p>For each device, the following information for the specified time period:</p> <ul style="list-style-type: none"> <li>• Number of syslogs for each severity, including <ul style="list-style-type: none"> <li>– Syslog type</li> <li>– Number of each syslog type</li> </ul> </li> <li>• Number of traps for each severity, including: <ul style="list-style-type: none"> <li>– Trap type</li> <li>– Number of each trap type</li> </ul> </li> <li>• Number of tickets, including: <ul style="list-style-type: none"> <li>– Ticket type</li> <li>– Number of each ticket type</li> </ul> </li> </ul>
Detailed Syslogs	<p>For each device, the following information from the event archive for the specified time period:</p> <ul style="list-style-type: none"> <li>• Date and time of each syslog, in ascending order</li> <li>• Raw syslog</li> </ul> <p>The maximum number of syslogs retrieved for this report is 250,000.</p>
Detailed Traps	<p>For each device, the following information for the specified time period:</p> <ul style="list-style-type: none"> <li>• IP address</li> <li>• Time of trap</li> <li>• SNMP version</li> <li>• Generic or device-specific trap OID</li> <li>• Detailed trap description</li> </ul> <p>The maximum number of traps retrieved for this report is 250,000.</p>

**Table 10-8**      **Standard Events Report Types (continued)**

Report Name	Description
Devices with the Most Events (by severity)	<p>For the specified number of devices with the most events, the following information for each device for the specified time period:</p> <ul style="list-style-type: none"> <li>Severity of the events associated with the device, sorted by severity</li> <li>Number of events for each severity</li> </ul> <p>A pie chart presents the information by device and percentage in a graphical format</p>
Devices with the Most Events (by type)	<p>For the specified number of devices with the most events, the following information for each device for the specified time period:</p> <ul style="list-style-type: none"> <li>Type of events associated with the device</li> <li>Number of events received for each event type</li> </ul> <p>A pie chart presents the information by device and percentage in a graphical format.</p>
Devices with the Most Syslogs	<p>For the specified number of devices with the most syslogs, the number of syslog messages for each device for the specified time period.</p> <p>You can run this report on the Cisco ANA alarm database or the event archive.</p> <p>A pie chart presents the information by device and percentage in a graphical format.</p>
Devices with the Most Traps	<p>For the specified number of devices with the most traps, the number of traps associated with each device for the specified time period.</p> <p>You can run this report on the Cisco ANA database or the event archive.</p> <p>A pie chart presents the information by device and percentage in a graphical format.</p>
Most Common Daily Events	<p>For each day in the specified time period:</p> <ul style="list-style-type: none"> <li>The specified number of most common syslogs, traps, tickets, and service events</li> <li>The number of each type of syslog, trap, ticket, and service event</li> <li>If selected, a pie chart that presents the events by percentage in a graphical format</li> </ul>
Most Common Syslogs	<p>Most common syslog messages and the number of each for the specified time period and devices.</p> <p>A pie chart presents the information by syslog message and percentage in a graphical format.</p>

**Table 10-8**      **Standard Events Report Types (continued)**

Report Name	Description
Syslog Count	Number of syslog messages by type for the specified time period with the times of the first and last occurrences.  A pie chart presents the information by syslog message and percentage in a graphical format.
Syslog Count (by device)	For each device, the type and number of each syslog message and the times of the first and last occurrences for each type.  A pie chart presents the information by device and percentage in a graphical format.
Syslog Trend (by severity)	For the specified devices, the trend of specified syslog messages in graph format: <ul style="list-style-type: none"> <li>• By priority</li> <li>• For the specified time period</li> <li>• At the specified intervals</li> </ul>

## Inventory Reports

Table 10-9 describes the standard inventory report types provided by Cisco ANA.

**Table 10-9**      **Standard Inventory Report Types**

Report Name	Description
Software Summary (by device)	For each device included in the report: <ul style="list-style-type: none"> <li>• Device name</li> <li>• Element type</li> <li>• IP address</li> <li>• Serial number</li> <li>• Software version on the device</li> <li>• Name of image file</li> </ul>
Software Summary (by version)	For each software version included in the report: <ul style="list-style-type: none"> <li>• Number of devices running the version</li> <li>• Device names</li> <li>• Element types</li> <li>• Device IP address</li> <li>• Device serial number</li> <li>• Name of image file</li> </ul>

## Network Service Reports

Table 10-10 describes the standard network service report types provided by Cisco ANA.

**Table 10-10**      **Standard Network Service Report Types**

Report Name	Description
AToM Detailed	<p>For each pseudowire in the report:</p> <ul style="list-style-type: none"><li>• Pseudowire name</li><li>• Pseudowire type</li><li>• Business tag assigned to the pseudowire</li><li>• Maps that contain the pseudowire</li><li>• Pseudowire endpoints</li><li>• Switching entities</li><li>• Ethernet flow points</li><li>• Connection termination points (TPs)</li></ul> <p>You can filter report content by specifying part or all of the:</p> <ul style="list-style-type: none"><li>• Pseudowire name</li><li>• Pseudowire type</li><li>• Business tag</li><li>• Map name</li></ul>
AToM Summary	<p>For each pseudowire in the report:</p> <ul style="list-style-type: none"><li>• Pseudowire name</li><li>• Pseudowire type</li><li>• Business tag assigned to the pseudowire</li><li>• Maps that contain the pseudowire</li></ul> <p>You can filter the report content by specifying part or all of the:</p> <ul style="list-style-type: none"><li>• Pseudowire name</li><li>• Pseudowire type</li><li>• Business tag</li><li>• Map name</li></ul>

**Table 10-10**     **Standard Network Service Report Types (continued)**

Report Name	Description
Ethernet Service Detailed	<p>For each Ethernet service in the report:</p> <ul style="list-style-type: none"> <li>• Ethernet service or Layer 2 VPN name</li> <li>• Business tag assigned to the Ethernet service or Layer 2 VPN instance</li> <li>• EVC name</li> <li>• Business tag assigned to the EVC</li> <li>• Maps that contain the Ethernet service or Layer 2 VPN</li> <li>• Edge EFPs associated with the EVC or Layer 2 VPN</li> <li>• EFD fragment names</li> <li>• EFD fragment types</li> </ul> <p>You can filter report content by specifying part or all of the:</p> <ul style="list-style-type: none"> <li>• Ethernet service name</li> <li>• EVC name</li> <li>• Ethernet service business tag</li> <li>• EVC business tag</li> <li>• Map name</li> </ul>
Ethernet Service Summary	<p>For each Ethernet service in the report:</p> <ul style="list-style-type: none"> <li>• Ethernet service or Layer 2 VPN name</li> <li>• Business tag assigned to the Ethernet service or Layer 2 VPN instance</li> <li>• EVC name</li> <li>• Business tag assigned to the EVC</li> <li>• Maps that contain the Ethernet service or Layer 2 VPN</li> </ul> <p>You can filter report content by specifying part or all of the:</p> <ul style="list-style-type: none"> <li>• Ethernet service name</li> <li>• EVC name</li> <li>• Ethernet service business tag</li> <li>• EVC business tag</li> <li>• Map name</li> </ul>

**Table 10-10**     **Standard Network Service Report Types (continued)**

Report Name	Description
VPLS Detailed	<p>For each VPLS or H-VPLS instance in the report:</p> <ul style="list-style-type: none"><li>• VPLS or H-VPLS name</li><li>• Business tag associated with the VPLS or H-VPLS instance</li><li>• Maps that contain the VPLS or H-VPLS instance</li><li>• VPLS forwarders that represent the device-level VPLS switching entities</li><li>• Access pseudowire endpoints</li><li>• Access EFPs</li><li>• Core pseudowires</li></ul> <p>You can filter report content by specifying part or all of the:</p> <ul style="list-style-type: none"><li>• VPLS or H-VPLS name</li><li>• Business tag</li><li>• Map name</li></ul>
VPLS Summary	<p>For each VPLS or H-VPLS instance in the report:</p> <ul style="list-style-type: none"><li>• VPLS or H-VPLS name</li><li>• Business tag assigned to the VPLS or H-VPLS instance</li><li>• Maps that contain the VPLS or H-VPLS instance</li></ul> <p>You can filter report content by specifying part or all of the:</p> <ul style="list-style-type: none"><li>• VPLS or H-VPLS name</li><li>• Business tag</li><li>• Map name</li></ul>

## Generating Reports

You can generate reports in any of the following ways:

- [Generating Reports from Report Manager, page 10-15](#)
- [Generating Reports from the Reports Menu, page 10-25](#)
- [Generating Reports from Cisco ANA NetworkVision, page 10-25](#)

## Generating Reports from Report Manager

Cisco ANA provides three types of reports as described in [Report Categories, page 10-8](#). The information that you need to provide when generating a report depends on the report type. The following topics describe the information required to generate each report type:

- [Generating Events Reports, page 10-15](#)
- [Generating Inventory Reports, page 10-19](#)
- [Generating Network Service Reports, page 10-22](#)

### Generating Events Reports

To generate an events report using Report Manager:

- 
- Step 1** In Cisco ANA NetworkVision, Cisco ANA EventVision, or Cisco ANA Manage, choose **Reports > Report Manager**.
- Step 2** In the Report Manager window, choose **Events Reports > report-type**.  
For information on the standard reports available for events, see [Table 10-8](#).
- Step 3** Generate the report in either of the following ways:
- Click **Run** in the toolbar.
  - Right-click the report type, then choose **Run**.

The Run Report dialog box is displayed as shown in [Figure 10-4](#). The fields displayed in the Run Report dialog box vary depending on the type of report.

**Figure 10-4** Events Report - Run Report Dialog Box

**Run Report - Most Common Syslogs**

**Report Settings**

Report Name: Syslogs - Most Common

Description: Most common syslogs

Display: 8 Most Common Syslogs

Report Security: ☒ Private ☐ Public

**Date Selection**

☐ Last: 1 Days

☒ From date: Thu 10 / Jun / 2010 8 : 32 : 8

To date: Mon 14 / Jun / 2010 8 : 32 : 8

**Device Selection**

☒ Select Devices ☐ All Devices

Selected Devices:

- 3750E-48PD-AGG6
- 3750E-24TD-AGG1
- 3750E-48PD-AGG4
- 3750E-24TD-AGG2
- PE-East
- 10.56.101.241
- R1
- P-North
- ATF\_ROUTER
- 3560-24TS-AGG7
- R2
- 3750G-24PS-AGG8

Add... Remove Clear

OK Cancel

Memory: 2% Connected

**Step 4** In the Run Report dialog box, specify the report settings as described in [Table 10-11](#).

**Table 10-11** Events Report - Run Report Dialog Box Fields

Option	Description
<b>Report Settings</b>	
Report Name	Enter a unique name for the report.
Description	Enter a brief description of the report.
Display	This field does not appear for all reports. Enter the number of items to be displayed in the generated report.
Include pie charts in report output	This field does not appear for all reports. Check this check box to view pie charts in the report with the standard numerical output.



**Table 10-11 Events Report - Run Report Dialog Box Fields (continued)**

Option	Description
Report Security	<p>Indicate the level of security for the report by clicking the appropriate option:</p> <ul style="list-style-type: none"> <li>• Private—The report can be viewed and used only by the report creator and the administrator.</li> <li>• Public—The report can be viewed and used by all other users, regardless of whether the devices are listed in the report are in the user's scope.</li> </ul> <p><b>Note</b> You can share reports with others only if sharing is enabled in Cisco ANA Manage. For more information, see the <a href="#">Cisco Active Network Abstraction 3.7.1 Administrator Guide</a>.</p>
Data Source	<p>Depending on the report, this field:</p> <ul style="list-style-type: none"> <li>• Does not appear.</li> <li>• Is a read-only field.</li> <li>• Allows you to specify the source of information to use for the report: ANA Database or Event Archive.</li> </ul>
<b>Date Selection</b>	
Last	Specify the length of time before the current date and time, and the unit of measure: seconds, minutes, hours, days, weeks, or months.
From Date To Date	<p>Specify the date range for the report:</p> <ol style="list-style-type: none"> <li>1. Click <b>From Date</b>.</li> <li>2. In the From date field, enter the start date for the time period, or click the drop-down arrow to select the start date from a calendar.</li> <li>3. Enter a time for the start date, using the format HH MM SS.</li> <li>4. In the To Date field, enter the end date for the time period, or click the drop-down arrow to select the end date from a calendar.</li> <li>5. Enter a time for the end date, using the format HH MM SS.</li> </ol>
<b>Version</b>	
Version	<p>This field does not appear for all reports.</p> <p>Specify the SNMP version to include in the report: All, 1, 2, or 3.</p>

**Table 10-11**      **Events Report - Run Report Dialog Box Fields (continued)**

Option	Description
<b>Generic</b>	
Generic	<p>This field does not appear for all reports.</p> <p>Specify the generic traps to include in the report:</p> <ol style="list-style-type: none"> <li>1. Select the generic traps to include in the report: <ul style="list-style-type: none"> <li>- All—Include all generic traps</li> <li>- 0—coldStart</li> <li>- 1—warmStart</li> <li>- 2—linkDown</li> <li>- 3—linkUp</li> <li>- 4—authenticationFailure</li> <li>- 5—egpNeighborLoss</li> <li>- 6—enterpriseSpecific</li> </ul> </li> <li>2. If you select generic type 6, enter the OIDs (comma separated) in the Display field.</li> </ol>
<b>Device Selection</b>	
Select Devices	<p>Select devices to include in the report:</p> <ol style="list-style-type: none"> <li>1. Click <b>Select Devices</b>.</li> <li>2. Click <b>Add</b>.</li> <li>3. In the Add Network Element dialog box, select devices using either of the following methods: <ul style="list-style-type: none"> <li>- To select a specific network element or category of network elements: <ol style="list-style-type: none"> <li>a. Click <b>Search</b>.</li> <li>b. In the drop-down list, choose the search category: Element Category, Element Type, IP Address, System Name, or Vendor.</li> <li>c. In the Search field, enter the string that you want to match.</li> <li>d. Click <b>Go</b>.</li> </ol> </li> <li>- To select from all network elements, click <b>Show All</b>.</li> </ul> </li> <li>4. In the Available Network Elements table, select the network elements that you want to include in the report. You can select multiple network elements at a time.</li> <li>5. Click <b>OK</b>.</li> </ol>
All devices	Click <b>All Devices</b> to include all devices in your scope in the report.

**Table 10-11 Events Report - Run Report Dialog Box Fields (continued)**

Option	Description
<b>Intervals</b>	
Intervals	This field does not appear for all reports.  In the Grouped by drop-down list, choose the unit of time to use for tracking the trend: Seconds, Minutes, Hours, Days.
<b>Severity</b>	
Severity	This field does not appear for all reports.  Check the check boxes of the syslog message severities to be included in the report: All, Critical, Major, Minor, Warning, Cleared, Information, and Indeterminate.
<b>Syslog Messages</b>	
Syslog Messages	This field does not appear for all reports.  Specify the syslog messages to be included in the report: <ul style="list-style-type: none"> <li>To include selected syslog messages in the report, in the list of syslog messages on the left, select the required syslog messages, and then click <b>Add Selected</b> to move them to the list of syslog messages on the right.</li> <li>To include all syslog messages in the report, click <b>Add All</b>.</li> </ul> To find syslog messages that match a string, enter the string in the Find field. The list of syslog messages is automatically updated to include only those messages that contain the string you enter.  Click the <b>Sort Order</b> button to sort the syslog messages alphabetically or in reverse alphabetic order.

**Step 5** Click **OK**.

The report appears in the table in the content pane with a state of Running. When the report is complete, the state changes to Done.

You can view the reports when the state is Done. Occasionally, some report formats require additional time for generation. If so, a progress bar is displayed, indicating that the report is being created and will be available soon.

If no data is found for the report, the report states that no results were found.

## Generating Inventory Reports

To generate an inventory report using Report Manager:

**Step 1** In Cisco ANA NetworkVision, Cisco ANA EventVision, or Cisco ANA Manage, choose **Reports > Report Manager**.

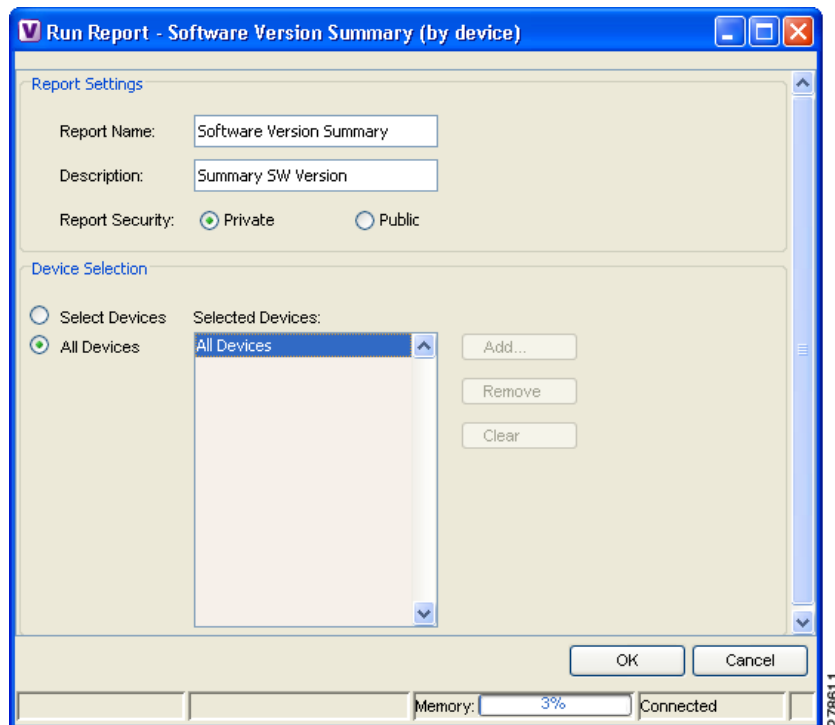
**Step 2** In the Report Manager window, choose **Inventory Reports > report-type**.  
For information on the standard reports available for inventory, see [Table 10-8](#).

**Step 3** Generate the report in either of the following ways:

- Click **Run** in the toolbar.
- Right-click the report type, then choose **Run**.

The Run Report dialog box is displayed as shown in [Figure 10-5](#).

**Figure 10-5** *Inventory Report - Run Report Dialog Box*



**Step 4** Enter the required information in the Run Report dialog box as described in [Table 10-12](#).

**Table 10-12** *Inventory Report - Run Report Dialog Box Fields*

Field	Description
<b>Report Settings</b>	
Report Name	Enter a unique name for the report.
Description	Enter a brief description of the report.

**Table 10-12** *Inventory Report - Run Report Dialog Box Fields (continued)*

Field	Description
Report Security	<p>Indicate the level of security for the report by clicking the appropriate option:</p> <ul style="list-style-type: none"> <li>• <b>Private</b>—The report can be viewed and used only by the report creator and the administrator.</li> <li>• <b>Public</b>—The report can be viewed and used by all other users, regardless of whether the devices are listed in the report are in the user's scope.</li> </ul> <p><b>Note</b> You can share reports with others only if sharing is enabled in Cisco ANA Manage. For more information, see the <a href="#">Cisco Active Network Abstraction 3.7.1 Administrator Guide</a>.</p>
<b>Device Selection</b>	
Select Devices	<p>Select devices to include in the report:</p> <ol style="list-style-type: none"> <li>1. Click <b>Select Devices</b>.</li> <li>2. Click <b>Add</b>.</li> <li>3. In the Add Network Element dialog box, select devices using either of the following methods: <ul style="list-style-type: none"> <li>– To select a specific network element or category of network elements: <ol style="list-style-type: none"> <li>a. Click <b>Search</b>.</li> <li>b. In the drop-down list, choose the search category: Element Category, Element Type, IP Address, System Name, or Vendor.</li> <li>c. In the Search field, enter the string that you want to match.</li> <li>d. Click <b>Go</b>.</li> </ol> </li> <li>– To select from all network elements, click <b>Show All</b>.</li> </ul> </li> <li>4. In the Available Network Elements table, select the network elements that you want to include in the report. You can select multiple network elements at a time.</li> <li>5. Click <b>OK</b>.</li> </ol>
All devices	Click <b>All Devices</b> to include all devices in your scope in the report.

**Step 5** Click **OK**.

The report appears in the table in the content pane with a state of Running. When the report is complete, the state changes to Done.

You can view the reports when the state is Done. Occasionally, some report formats require additional time for generation. If so, a progress bar is displayed, indicating that the report is being created and will be available soon.

If no data is found for the report, the report states that no results were found.

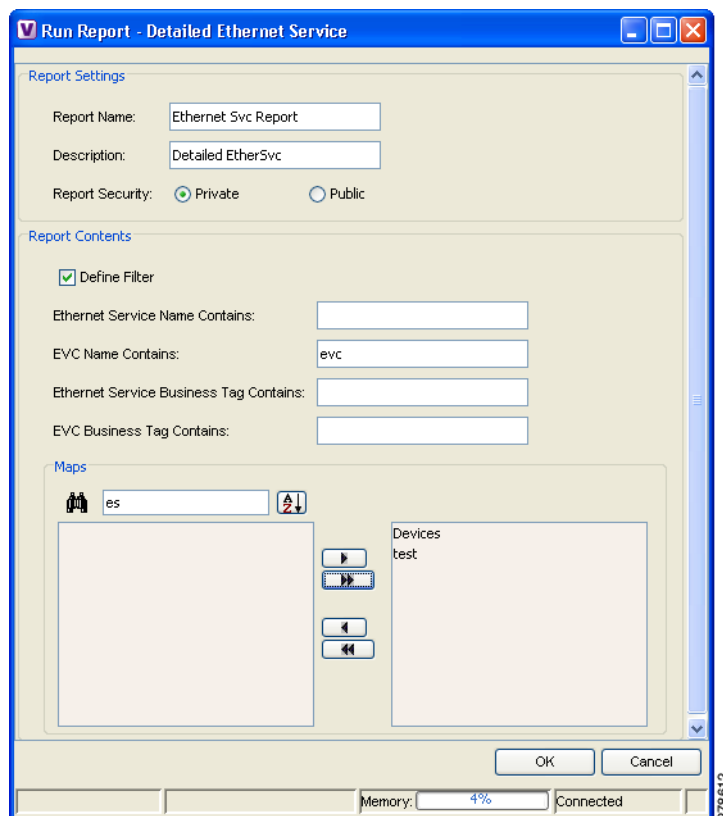
## Generating Network Service Reports

To generate a network service report using Report Manager:

- Step 1** In Cisco ANA NetworkVision, Cisco ANA EventVision, or Cisco ANA Manage, choose **Reports > Report Manager**.
- Step 2** In the Report Manager window, choose **Network Service Reports > report-type**.  
For information on the standard reports available for network services, see [Table 10-8](#).
- Step 3** Generate the report in either of the following ways:
  - Click **Run** in the toolbar.
  - Right-click the report type, then choose **Run**.

The Run Report dialog box is displayed as shown in [Figure 10-6](#).

**Figure 10-6** Network Service Report - Run Report Dialog Box



**Step 4** Enter the required information the Run Report dialog box as described in [Table 10-13](#).

**Table 10-13 Network Service Report - Run Report Dialog Box Fields**

Field	Description
<b>Report Settings</b>	
Report Name	Enter a unique name for the report.
Description	Enter a brief description of the report.
Report Security	<p>Indicate the level of security for the report by clicking the appropriate option:</p> <ul style="list-style-type: none"> <li>• <b>Private</b>—The report can be viewed and used only by the report creator and the administrator.</li> <li>• <b>Public</b>—The report can be viewed and used by all other users, regardless of whether the devices are listed in the report are in the user's scope.</li> </ul> <p><b>Note</b> You can share reports with others only if sharing is enabled in Cisco ANA Manage. For more information, see the <a href="#">Cisco Active Network Abstraction 3.7.1 Administrator Guide</a>.</p>
<b>Report Contents - AToM Reports</b>	
Define Filter	Check the <b>Define Filter</b> check box to enter criteria that must be matched for inclusion in the report.
Pseudowire Name Contains	Enter a string that must appear in the pseudowire name for the pseudowire to be included in the report.
Pseudowire Type Contains	Enter a string that must appear in the pseudowire type for the pseudowire to be included in the report.
Pseudowire Business Tag Contains	Enter a string that must appear in the pseudowire business tag for the pseudowire to be included in the report.
Maps	<p>Specify the maps to include in the report:</p> <ul style="list-style-type: none"> <li>• To include specific maps in the report, in the list of maps on the left, select the required maps, and then click <b>Add Selected</b> to move them to the list of maps on the right.</li> <li>• To include all maps in the report, click <b>Add All</b>.</li> </ul> <p>To find maps that match a string, enter the string in the Find field. The list of maps is automatically updated to include only those maps that contain the string you enter.</p> <p>Click the <b>Sort Order</b> button to sort the maps alphabetically or in reverse alphabetic order.</p>
<b>Report Contents - Ethernet Service Reports</b>	
Define Filter	Check the <b>Define Filter</b> check box to enter criteria that must be matched for inclusion in the report.
Ethernet Service Name Contains	Enter a string that must appear in the Ethernet service name for the Ethernet service to be included in the report.
EVC Name Contains	Enter a string that must appear in the EVC name for the EVC to be included in the report.

**Table 10-13**     *Network Service Report - Run Report Dialog Box Fields (continued)*

Field	Description
Ethernet Service Business Tag Contains	Enter a string that must appear in the Ethernet service business tag for the Ethernet service to be included in the report.
EVC Business Tag Contains	Enter a string that must appear in the EVC business tag for the EVC to be included in the report.
Maps	<p>Specify the maps to include in the report:</p> <ul style="list-style-type: none"> <li>To include specific maps in the report, in the list of maps on the left, select the required maps, and then click <b>Add Selected</b> to move them to the list of maps on the right.</li> <li>To include all maps in the report, click <b>Add All</b>.</li> </ul> <p>To find maps that match a string, enter the string in the Find field. The list of maps is automatically updated to include only those maps that contain the string you enter.</p> <p>Click the <b>Sort Order</b> button to sort the maps alphabetically or in reverse alphabetic order.</p>
<b>Report Contents - VPLS Reports</b>	
Define Filter	Check the <b>Define Filter</b> check box to enter criteria that must be matched for inclusion in the report.
VPLS Name Contains	Enter a string that must appear in the VPLS name for the VPLS or H-VPLS to be included in the report.
VPLS Business Tag Contains	Enter a string that must appear in the VPLS business tag for the VPLS or H-VPLS to be included in the report.
Maps	<p>Specify the maps to be included in the report:</p> <ul style="list-style-type: none"> <li>To include specific maps in the report, in the list of maps on the left, select the required maps, and then click <b>Add Selected</b> to move them to the list of maps on the right.</li> <li>To include all maps in the report, click <b>Add All</b>.</li> </ul> <p>To find maps that match a string, enter the string in the Find field. The list of maps is automatically updated to include only those maps that contain the string you enter.</p> <p>Click the <b>Sort Order</b> button to sort the maps alphabetically or in reverse alphabetic order.</p>

**Step 5**     Click **OK**.

The report appears in the table in the content pane with a state of Running. When the report is complete, the state changes to Done.

You can view the reports when the state is Done. Occasionally, some report formats require additional time for generation. If so, a progress bar is displayed, indicating that the report is being created and will be available soon.

If no data is found for the report, the report states that no results were found.



## Generating Reports from the Reports Menu

To generate reports quickly and without opening the Reports Manager window, choose **Reports > Run Report > folder > report-type**. The menus include all standard folders and reports, and any folders or reports that you have created. After entering the required information, you can view the report as soon as it is generated or at a later time.

To generate a report from the Reports menu:

- 
- Step 1** Choose **Reports > Run Report > folder > report-type** where:
- *folder* is the required folder.
  - *report-type* is the required type of report.
- Step 2** In the Run Report dialog box, enter the required information. For more information on the options in the Run Report dialog box, see [Table 10-11](#).
- Step 3** Click **OK**.
- Step 4** In the Running Report dialog box, specify the viewing options:
- a. Check the **Open Report Manager to monitor status** check box to open the Report Manager window so that you can view the report generation process. Uncheck the check box to proceed without opening the Report Manager window.
  - b. Check the **View report immediately upon completion** check box to view the report as soon as it is generated. If you enable this option, the report is displayed in HTML format as soon as it is complete. Uncheck the check box to view the report at a later time by using Report Manager.
- Step 5** Click **OK**.
- Depending on your selections in [Step 4](#), the Report Manager window is displayed, the report is displayed, or the report is available for viewing at a later time.
- 

## Generating Reports from Cisco ANA NetworkVision

Cisco ANA NetworkVision enables you to run reports on selected devices from the map and list views.

To generate a report from Cisco ANA NetworkVision:

- 
- Step 1** In Cisco ANA NetworkVision, select the required devices in the map or list view.
- Step 2** In the navigation tree or content pane, right-click the selected devices, then choose **Run Report > folder > report-type**.
- Step 3** In the Run Report dialog box, enter the required information as described in [Table 10-11](#).  
The devices that you select in the navigation pane or content pane are automatically included in the report.
- Step 4** Click **OK**.
- Step 5** In the Running Report dialog box, specify the viewing options:
- a. Check the **Open Report Manager to monitor status** check box to open the Report Manager window so that you can view the report generation process. Uncheck the check box to proceed without opening the Report Manager window.

- Depending on your selections in [Step 5](#), the Report Manager window is displayed, the report is displayed, or the report is available for viewing at a later time.

Cisco ANA provides the following options for working with reports:

- OL-21803-02

## Viewing and Saving Reports

You can view any reports that appear in the Report Manager content pane as long as the state is Done. After viewing a report, you can save it in any of the available formats.

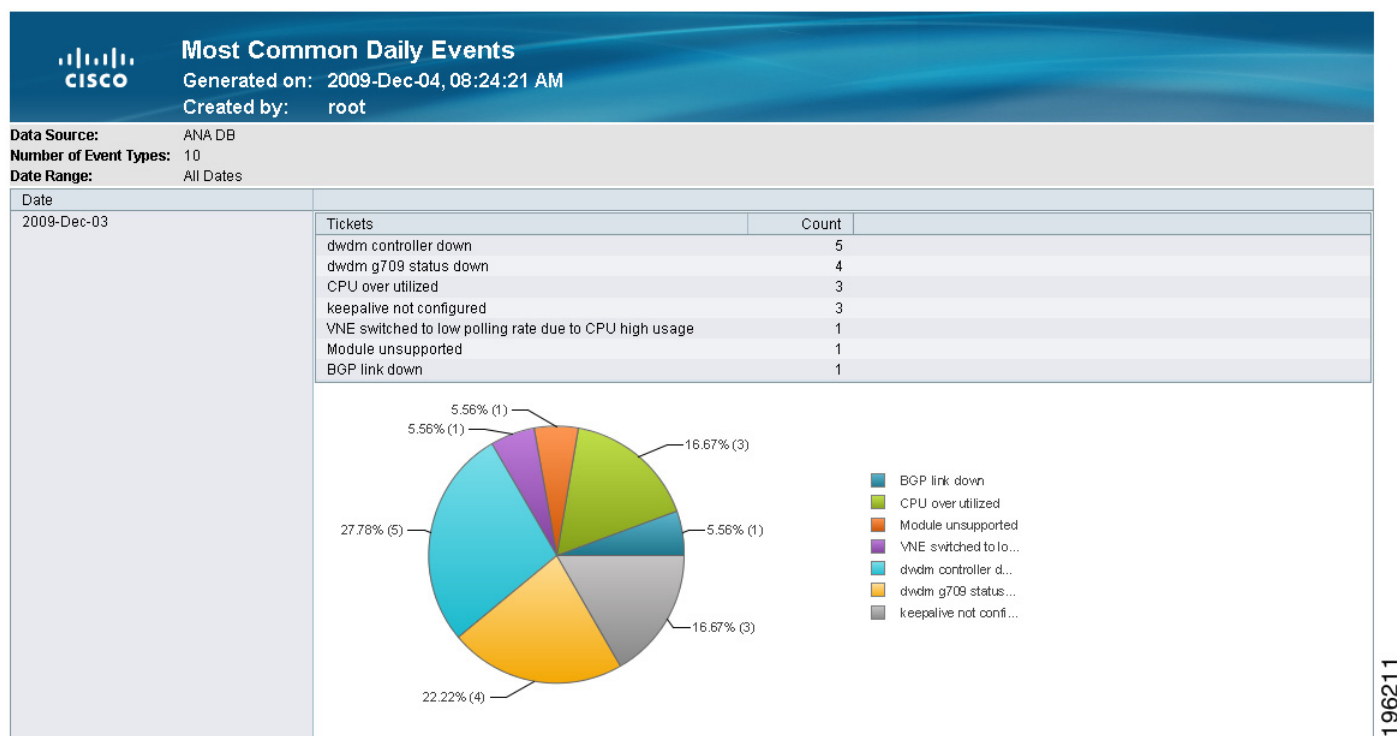
**Note**

Reports are purged from Cisco ANA after 90 days by default. This setting can be modified by changing the setting in Cisco ANA Manage. For more information, see the [Cisco Active Network Abstraction 3.7.1 Administrator Guide](#).

To view and save a report:

- 
- Step 1** Choose **Reports > Report Manager**.
- Step 2** In the navigation pane, locate the required report in either of the following ways:
- Select the folder containing the report.
  - Select the report type.
- Step 3** In the content pane, right-click the report, then choose **View As > format** where *format* is one of the following:
- **HTML**—Displays the report in a browser window. Clicking a column heading in the report sorts the report by that value; clicking the column heading again sorts the data in the reverse order. HTML is the default format.
  - **PDF**—Displays a PDF version of the report.
  - **CSV**—Creates a CSV version of the report that you can either save to a specific location or view using another application. The CSV version contains only the report data; it does not contain the header information, layout, or formatting information that is available in other formats.
  - **XLS**—Creates an XLS version of the report that you can either save to a specific location or view using another application, such as Microsoft Excel.
  - **XML**—Creates an XML version of the report that you can either save to a specific location or view using an XML editor or viewer.

[Figure 10-7](#) is an example of the Most Common Daily Events report in HTML format. The data is sorted by the Count column, in descending order.

**Figure 10-7** Most Common Daily Events Report Example

**Step 4** Save the report as required.

## Renaming Reports

You can rename:

- Any report type that you defined.
- Any generated report that you have access to.

You cannot rename any of the Cisco ANA standard report types.

### Renaming a User-Defined Report Type



#### Note

When you rename a report type, the new name applies to only those reports that you run after changing the name; it does not change the names of reports that were run prior to changing the name.

To rename a user-defined report type:

- Step 1** In the navigation tree, select the user-defined report type.
- Step 2** Right-click the report type, then choose **Properties**.

- Step 3** In the Edit dialog box, enter a new name for the report type in the Report Name field.
- Step 4** Click **OK**.
- The navigation pane is refreshed and the report type is displayed with the new name.
- 

## Renaming a Generated Report

To rename a report:

- 
- Step 1** Choose **Reports > Report Manager**.
- Step 2** In the navigation pane, locate the required report in either of the following ways:
- Select the folder containing the report.
  - Select the report type.
- Step 3** In the content pane, right-click the report that you want to rename, then choose **Rename**.
- Step 4** In the Rename Report dialog box, enter the new name for the report.
- Step 5** Click **OK**.
- The content pane is refreshed and the report is displayed with the new name.
- 

## Sharing Reports

Cisco ANA enables you to share reports that you generate with other users, or limit access to a report to only you and the administrator.



### Note

You can share reports with others only if sharing is enabled in Cisco ANA Manage. For more information, see the [Cisco Active Network Abstraction 3.7.1 Administrator Guide](#).

---

## Sharing a Report

To share access to a report that you generated:

- 
- Step 1** Choose **Reports > Report Manager**.
- Step 2** In the navigation pane, locate the required report in either of the following ways:
- Select the folder containing the report.
  - Select the report type.
- Step 3** In the content pane, right-click the report that you want to share, then choose **Share**.
- The report is available to all system users for viewing and using.
-

## Limiting Access to a Report

To limit access to a report that you generated and subsequently shared:

- 
- Step 1** Choose **Reports > Report Manager**.
- Step 2** In the navigation pane, locate the required report in either of the following ways:
- Select the folder containing the report.
  - Select the report type.
- Step 3** In the content pane, right-click the report that you want to limit access to, then choose **Unshare**.  
The report can be viewed and used by only you and the administrator.
- 

## Moving Reports Between Folders

You can move a report type that you have defined from the current folder to another folder in the navigation tree.

**Note**

You cannot move a standard report type from one folder to another.

---

To move a report type to a new folder:

- 
- Step 1** Choose **Reports > Report Manager**.
- Step 2** In the navigation tree, select the required report that you have defined.
- Step 3** Do either of the following:
- Click **Move** in the toolbar.
  - Right-click the report, then choose **Move**.
- Step 4** In the Move To dialog box, select the folder to which you want to move the report.
- Step 5** Click **OK**.  
The Report Manager window is refreshed and the report appears in the specified folder.
- 

## Deleting Reports

You can delete reports to which you have access.

To delete a report:

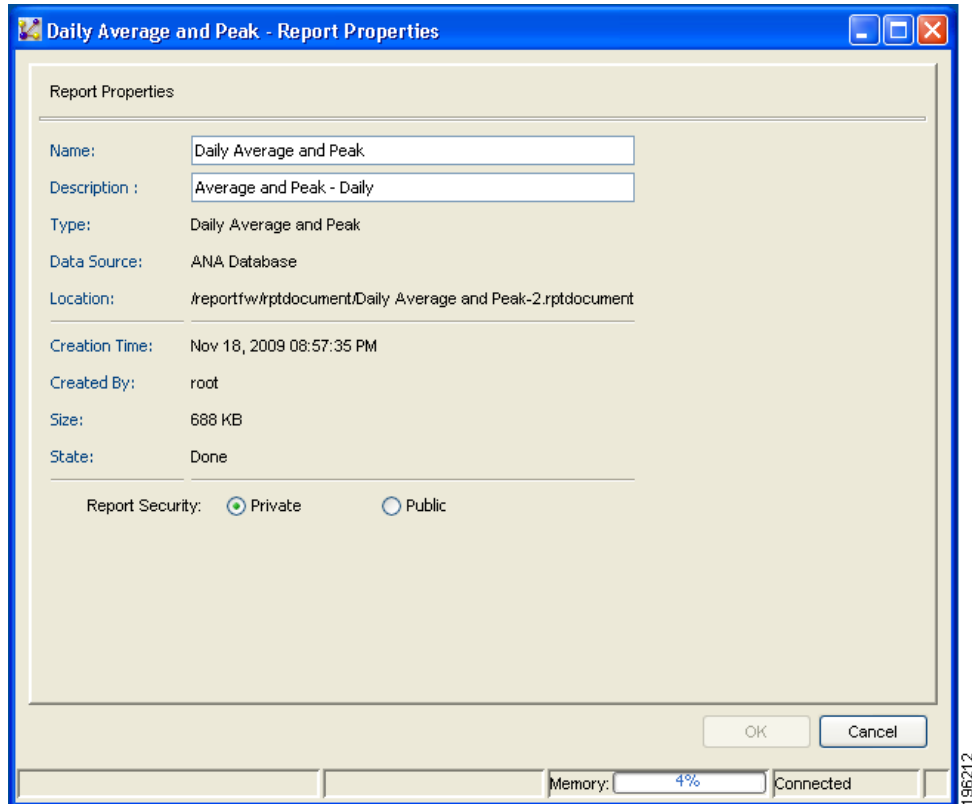
- 
- Step 1** Choose **Reports > Report Manager**.
- Step 2** In the navigation pane, locate the required report in either of the following ways:
- Select the folder containing the report.
  - Select the report type.

- Step 3** In the content pane, select the required report.
- Step 4** Delete the report in either of the following ways:
- Right-click the report, then choose **Delete Report**.
  - Click **Delete Report** in the toolbar.
- Step 5** In the Delete Report confirmation window, click **Yes** to confirm deletion.
- The Report Manager window is refreshed and the deleted report no longer appears.
- 

## Viewing Report Properties

The Report Properties dialog box enables you to view the report settings and to modify some of them. To view report properties, and optionally change the name, description, or access:

- 
- Step 1** Choose **Reports > Report Manager**.
- Step 2** In the navigation pane, locate the required report in either of the following ways:
- Select the folder containing the report.
  - Select the report type.
- Step 3** In the content pane, right-click the selected report, then choose **Properties**.
- The Report Properties dialog box is displayed, as shown in [Figure 10-8](#).

**Figure 10-8** Report Properties Dialog Box

The Report Properties dialog box contains the following information about the report:

- Name
- Description
- Type
- Source of the information
- Location of the report on the gateway
- Date and time it was created
- User who created it
- Size
- State
- Access

**Step 4** Change the information in the following fields as required:

- Name
- Description

**Step 5** Click **OK**.



# Defining Report Types

You can modify any of the report types provided by Cisco ANA so that it better suits your needs and environment. This is extremely beneficial if you generate a particular type of report for specific devices or events on a regular basis.

To define a report type:

- 
- Step 1** Choose **Reports > Report Manager**.
- Step 2** In the navigation pane, select the existing report type on which you want to base your report type and then do either of the following:
- Right-click the existing report type, then choose **Define Report of This Type**.
  - Click **Define Report of This Type** in the toolbar.
- Step 3** In the Define report of type dialog box, specify the options using the information in [Table 10-11](#).
- Step 4** In the Location field, do either of the following:
- Use the specified reports folder.
  - Click **Browse** to select a different folder:
    - a. In the Move to dialog box, select the required folder.
    - b. Click **OK**.
- Step 5** Click **OK**.

The newly defined report type appears in the navigation tree in the specified folder.

---

## Working with Report Folders

Cisco ANA provides the following options for working with report folders:

- [Creating Folders, page 10-34](#)
- [Moving Folders, page 10-34](#)
- [Renaming Folders, page 10-35](#)
- [Deleting Folders, page 10-35](#)
- [Viewing Folder and Report Type Properties, page 10-36](#)

## Creating Folders

Cisco ANA enables you to create additional report folders in Report Manager.

To create a report folder:

- 
- Step 1** Choose **Reports > Report Manager**.
- Step 2** Select the location of the new folder as follows:
- To create a folder at the top level in the hierarchy (at the same level as the Events Reports, Inventory Reports, and Network Service Reports folders), click in the navigation pane.
  - To create a folder in an existing folder, select the folder.
- Step 3** Depending on your selection in [Step 2](#), continue with one of the following:
- Click **New Folder** in the toolbar.
  - Right-click the folder, then choose **New Folder**.
- Step 4** In the New Folder dialog box, enter a name for the folder.
- Step 5** Click **OK**.

The navigation pane is refreshed and the new folder is displayed.

---

## Moving Folders

Cisco ANA enables you to move folders that you have created in Report Manager. You cannot move the Events Reports, Inventory Reports, or Network Service Reports folder.

To move a report folder:

- 
- Step 1** Choose **Reports > Report Manager**.
- Step 2** In the navigation pane, select the folder you want to move, and then do one of the following:
- Click **Move** in the toolbar.
  - Right-click the folder, then choose **Move**.
- Step 3** In the Move To dialog box, select the location where you want the folder to reside.



---

**Tip** To move the folder to the same level as the folders provided by Cisco ANA, click the white space in the Move To dialog box so that none of the top-level folders are selected.

---

- Step 4** Click **OK**.

The navigation pane is refreshed and the folder is displayed in the new location.

---

## Renaming Folders

Cisco ANA enables you to rename folders that you have created in Report Manager. You cannot:

- Rename a folder that resides at the highest level in the hierarchy, such as the Events Reports, Inventory Reports, or Network Service Reports folder.
- Use the same name for different folders that reside at the same level in the hierarchy.

To rename a report folder:

- 
- Step 1** Choose **Reports > Report Manager**.
- Step 2** In the navigation pane, select the folder you want to rename, and then do one of the following:
- Click **Rename** in the toolbar.
  - Right-click the folder, then choose **Rename**.
- Step 3** In the Rename Folder dialog box, enter the new name for the folder.
- Step 4** Click **OK**.

The navigation pane is refreshed and the folder is displayed with the new name.

---

## Deleting Folders

You can delete folders that you have created in Report Manager if they are empty. You cannot delete the following folders:

- Events Reports folder
- Inventory Reports folder
- Network Service Reports folder
- User-created folders that contain other folders or report types

To delete a report folder:

- 
- Step 1** Choose **Reports > Report Manager**.
- Step 2** In the navigation pane, select the folder you want to delete, and then do one of the following:
- Click **Delete** in the toolbar.
  - Right-click the folder, then choose **Delete**.
- Step 3** In the Confirm Folder Delete dialog box, click **Yes** to confirm the deletion.

The navigation pane is refreshed and the folder no longer appears.

---

## Viewing Folder and Report Type Properties

The following topics describe how to view properties for folders and report types:

- [Viewing Report Folder Properties, page 10-36](#)
- [Viewing Report Type Properties, page 10-37](#)

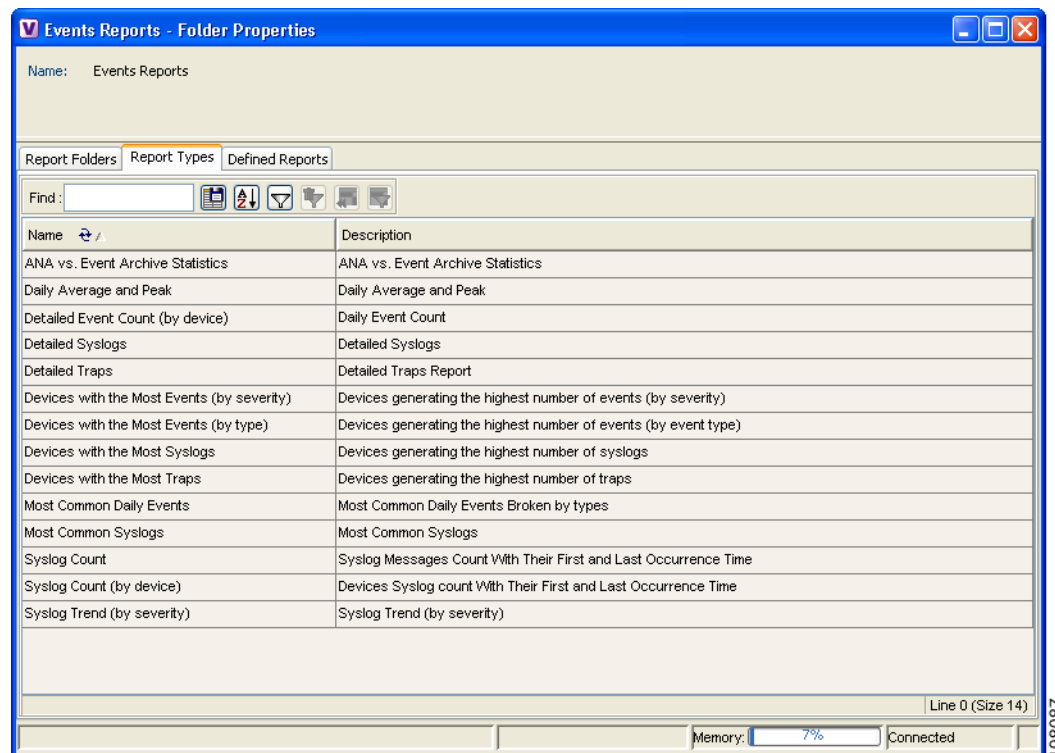
### Viewing Report Folder Properties

The Report Properties window enables you to view report properties and to add folders.

To view report properties:

- 
- Step 1** Choose **Reports > Report Manager**.
- Step 2** In the navigation pane, right-click the required folder, then choose **Properties**.  
The Folder Properties window is displayed, as shown in [Figure 10-9](#).

**Figure 10-9 Folder Properties**



[Table 10-14](#) describes the information that is displayed in each tab, depending on the folder's contents.

**Table 10-14 Folder Properties Window**

Field	Description
<b>Report Folders Tab</b>	
Name	Name of the folder included in the selected folder.
<b>Report Types Tab</b>	
Name	Name of the report type included in the selected folder.
Description	Description of the report type included in the selected folder.
<b>Defined Reports Tab</b>	
Name	Name of the user-defined report in the selected folder.
Description	Description of the user-defined report in the selected folder.
Type	Report type on which the user-defined report is based.
Public	Status of public access to the report: True or False.

## Viewing Report Type Properties

To view report type properties:

- 
- Step 1** In the navigation pane, right-click the required report type, then choose **Properties**.
- The information that is displayed depends on whether the report type is one that you defined or one provided by Cisco ANA:
- User-defined report type—The Edit dialog box is displayed with all settings specified for the report type. You can modify the settings or leave them as they are.
  - Cisco ANA-provided report type—The Report Type Properties window is displayed with the report name and description. Click **Run** to generate the report.
- Step 2** Click the upper right corner to close the window.
-

