1·VIEW

OneView: Schedule Reports

1 Introduction

This document explains how to set up a scheduled report. The functionality is available for all OneView user profiles 'User', 'Administrator' and 'System'.

The functionality is found in the 'Reports' tab together with other reports. For a description of these reports (Summary reports, Documentation reports and SLA reports) - please refer to other documents found at the OneView documentation site.

The functionality is available from release 5.1.

2 Reports Tab

By clicking the tab 'Reports' you are led to the collection of SLA reports, source reports and domain reports you can create. The first tab, however, is the tab where you create a subscription for a specific report.
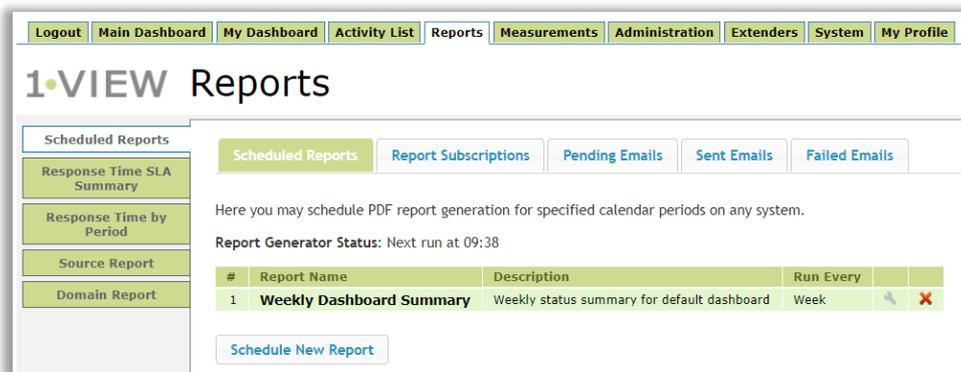

Figure 1: Scheduled Reports

This document describes how to schedule a report and automatically have OneView sent the report to an e-mail receiver.

2.1 Scheduled Reports

One report is per default created in the system - a weekly report. You can edit this report as you wish and/ or create your own scheduled reports.

To schedule a new report, click the 'Schedule Report' below the list of already scheduled reports.

2.1.1 New Scheduled Report

After clicking the 'Schedule Report' button you are presented with the following dialogue box:

Figure 2: New Scheduled Report

Name: The name of the report. The name is not unique – which means that more reports with the same name can co-exist

Description: A detailed description of the report

Short Name: The short name is a unique name – note that the short name can only contain letters, digits and underscores

Run Every: Details on how often the report is run. You can choose hourly, daily, weekly and monthly

- When choosing hourly the report period starts at the full hour and ends at the next full hour
- When choosing daily the report period starts at 00:00 and ends at 00:00 the next day
- When choosing weekly the report period starts at the first day of the week at midnight (this can vary and is decided by the parameter 'Locale') and ends the first day in the next week at midnight
- When choosing monthly the report period starts at the first day of the month at midnight and ends at the first day of the next month at midnight

Keep for: The amount of time that the report will be saved for. The default value is 366 days

Time Filter: If a time filter is already defined in OneView – the filter can be added using the drop-down box

Locale: Locale can be used when changing the language of the report for example. Furthermore, this setting can be of value for weekly reports since some countries have Sunday as the first day of the week while others have Monday as the first day

Time Zone: Change the time zone if you wish to control when to start the report

Report Type: The report type is used to decide which kind of report should be generated. Four types of reports are currently supported:

- Collection Status Summary Report (a status report for a specific collection)
- Dashboard Status Summary Report (a status report for a dashboard)
- System Documentation Report (a documentation report for a specific system or a collection of systems)
- System Response Time SLA Report by Period (SLA report for a system)
- System Status Summary Report (a status report for a system)

Collection/Dashboard/System: A drop-down list with collections, dashboards and systems depending on what has been chosen in report type.

Note: A ten-minute window exists on generating reports – so you might experience it takes a while to generate your new report. The next run time is listed on the landing page of the scheduled reports.

2.1.2 Report Subscriptions

The report subscription tab is used to create subscriptions for already scheduled reports
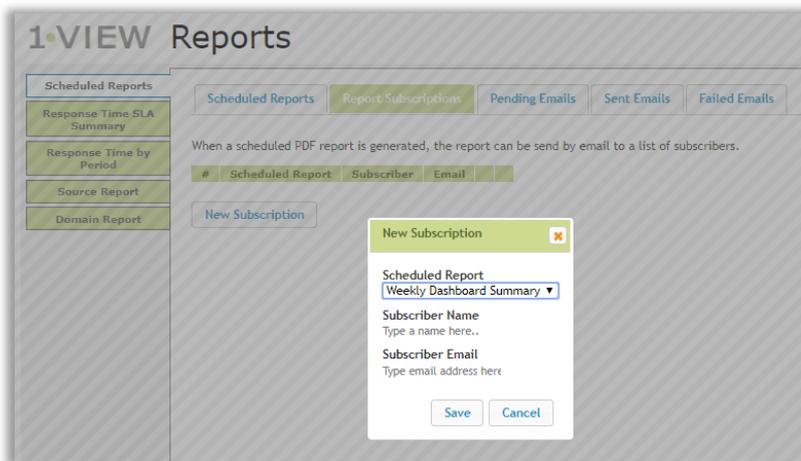

Figure 3: Report Subscriptions

Scheduled Report: Chose the report to subscribe to from the drop-down list

Subscriber Name: Enter the name of the subscriber in this field

Subscriber Email: Enter the e-mail address in this field

2.1.3 Pending, Sent and Failed E-mails

The final three tabs contains lists of pending, successfully sent and failed e-mails.

2.2 Viewing and Editing an Existing Report

It is possible to view and edit an existing report

2.2.1 Viewing an Existing Report

By clicking the report name in bold you can access all reports generated for the period you have specified by clicking the Report Name from the Scheduled Reports tab

#	Report Name	Description	Run Every		
1	**Weekly Dashboard Summary**	Weekly status summary for default dashboard	Week	🔧	✖

Figure 4: Access your already generated reports

You are presented with the name of the report and when the report was generated. Note – once you schedule a new report the reports are automatically generated for the time period defined.

Weekly Dashboard Summary			
#	Period	Generated At	
1	**2019 Week 8**	25.2.2019 08.15.51	✖
2	**2019 Week 7**	18.2.2019 08.51.02	✖
3	**2019 Week 6**	18.2.2019 08.51.03	✖
4	**2019 Week 5**	18.2.2019 08.51.03	✖
5	**2019 Week 4**	18.2.2019 08.51.03	✖
6	**2019 Week 3**	18.2.2019 08.51.04	✖
7	**2019 Week 2**	18.2.2019 08.51.04	✖
8	**2019 Week 1**	18.2.2019 08.51.04	✖
9	**2018 Week 52**	18.2.2019 08.51.05	✖
10	**2018 Week 51**	18.2.2019 08.51.05	✖
11	**2018 Week 50**	18.2.2019 08.51.05	✖
12	**2018 Week 49**	18.2.2019 08.51.06	✖
13	**2018 Week 48**	18.2.2019 08.51.06	✖
14	**2018 Week 47**	18.2.2019 08.51.06	✖
15	**2018 Week 46**	18.2.2019 08.51.07	✖
16	**2018 Week 45**	18.2.2019 08.51.07	✖
17	**2018 Week 44**	18.2.2019 08.51.07	✖
18	**2018 Week 43**	18.2.2019 08.51.08	✖
19	**2018 Week 42**	18.2.2019 08.51.08	✖
20	**2018 Week 41**	18.2.2019 08.51.08	✖
21	**2018 Week 40**	18.2.2019 08.51.08	✖
22	**2018 Week 39**	18.2.2019 08.51.10	✖
23	**2018 Week 38**	18.2.2019 08.51.10	✖
24	**2018 Week 37**	18.2.2019 08.51.11	✖
25	**2018 Week 36**	18.2.2019 08.51.11	✖

Figure 5: Reports for the Weekly Dashbord Summary reports

By clicking the ✖ you can delete the generated report.

2.2.2 Editing an Existing Report

By clicking the wrench (🔧) it is possible to edit an existing report. You are presented with the same dialogue box as when creating a new report.