



## CHAPTER 4

# Managing Report Instances

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The Cisco Service Control Application Reporter (SCA Reporter) installation includes report templates for a wide variety of reports, such as:

- Global, per package, or per subscriber hourly or daily usage volume per service
- Top server/clients/protocols/web hosts/e-mail senders/newsgroups
- Top P2P consumers/uploaders/downloaders/protocols
- Global, package, or subscriber bandwidth per service

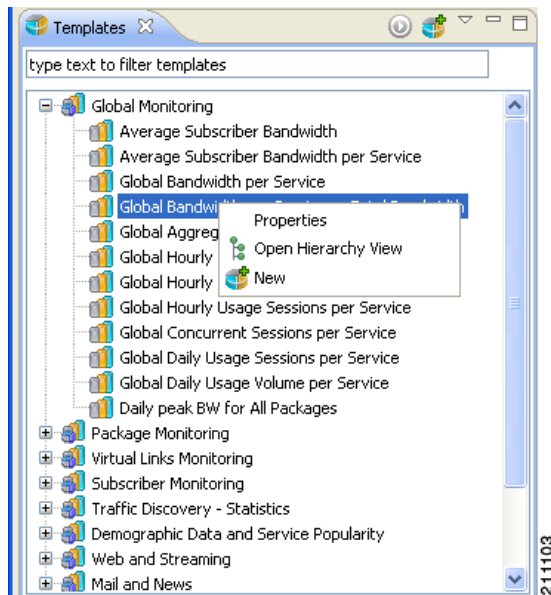
Each report instance is based on a report template. You can create, select, duplicate, and delete report instances in the Templates view of the SCA Reporter. When you select a report instance, its properties are displayed in the Properties view; you can specify values for the various report properties. For example, if you want to see global bandwidth per service, you can create a new report instance from the Templates view. The Properties view allows you to specify the desired service(s), traffic direction, and time frame (either start/end time or previous number of hours).

The exact procedure for defining a report instance depends on the report template selected. The example in this chapter is intended as a general guide to the process of creating and defining a new report instance.

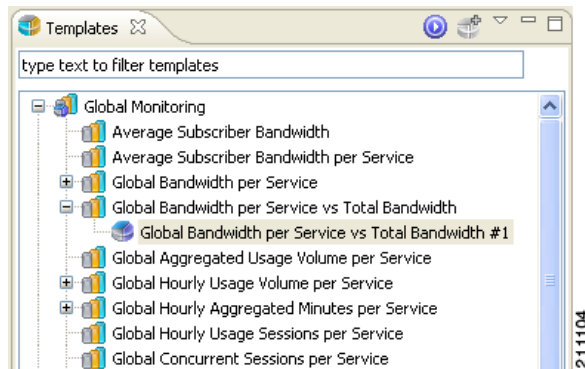
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# How to Create a New Report Instance

- Step 1** In the Templates view, right-click a report instance (for example, **Global Monitoring > Global Hourly Aggregated Minutes per Service**).  
A popup menu appears.




- Step 2** From the menu, select **New**.  
A report instance is added below the report template.



The report instance has the name **Global Hourly Aggregated Minutes per Service #1**. (If you create another report instance from this report template, it will be named **Global Hourly Aggregated Minutes per Service #2**, and so on. You can rename report instances.)

The Properties view opens in the bottom right of the SCA Reporter window, displaying the basic report instance properties.

Property	Value
<input type="checkbox"/> Data Show	
SCE IP to view	10.1.12.85

You can display all report instance properties by clicking  (Show Advanced Properties).

## How to Modify an Existing Report Instance


- Step 1** Select a report instance.
- Do one of the following:
- Select an existing report view and, from the drop-down menu above the view, select **Go to report**.
  - Select a report instance from the Templates view.
- The Properties view displays the report instance properties.
- Step 2** Edit a property by clicking on the row of the property and making changes.
- The change is saved. The new value is used the next time the report instance is executed.


## How to Configure the Properties of a Report Instance

The following is an example of assigning values to report instance properties.


- Step 1** In the Templates view, choose (or create) a report instance.
- The report instance is selected in the Templates view, and the Properties view displays the report instance properties.



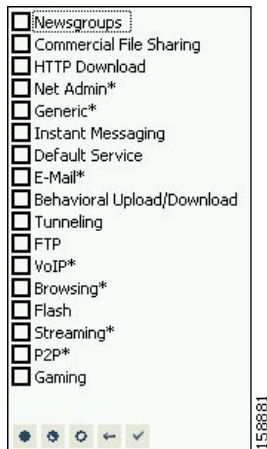
**Note** If the property that you wish to modify is not displayed, click  (Show Advanced Properties).

- Step 2** Click in the **Traffic Direction** property row and then click the  icon that appears.
- A drop-down menu of property values appears, for example:

Upstream Volume	
Downstream Volume	
Both Directions Volume	


- Step 3** Select a value.
- Step 4** Click in the **Services to View** property row and then click the  icon that appears.

A checklist of property values appears.



**Step 5** Check the services you want to view.

**Step 6** Click  (OK).

**Step 7** Click in the **Ending Before Date** property row and then click the  icon that appears.  
A choose date and time dialog box appears.



**Step 8** Select a date and time and click **OK**.

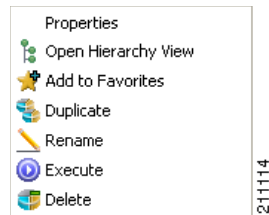
**Step 9** Click  (**Execute**).

The report is generated with the configured values.

## How to Duplicate an Existing Report Instance

Duplicating an existing report instance is a useful way to create a new report instance similar to an existing report instance. It is faster to duplicate a report instance and then modify the duplicate, rather than to define the new report instance from scratch.

- Step 1** In the Templates view, right-click a report instance.  
A popup menu appears.

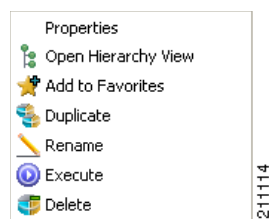


- Step 2** From the menu, select **Duplicate**.  
The report instance is duplicated.

## How to Rename an Existing Report Instance

You can rename an existing report instance. This is useful when the same report is generated on a regular basis. You can include the date or other identifying information in the name of the report.

- Step 1** In the Templates view, right-click a report instance.  
A popup menu appears.



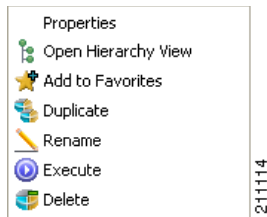
- Step 2** From the menu, select **Rename**.  
The report instance is highlighted and you can edit its name.
- Step 3** Enter a new name and press **Enter**.  
The report instance is renamed and listed with the new name.

# How to Delete a Report Instance

You can delete report instances.

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- Step 1** In the Templates view, right-click a report instance (or select several instances, by holding down the **Ctrl** key while selecting the report instances, and then right-click).

A popup menu appears.



- Step 2** From the menu, select **Delete**.

The selected report instances are deleted.

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