



Performing Maintenance on Your Essentials Server

As a network administrator you need to perform maintenance to keep your information updated and to get rid of unnecessary or outdated reports and data on the system.

What You Need—Prerequisites

In this scenario, you will use these applications:

- Change Audit
- Software Management
- Syslog Analysis
- Inventory
- Configuration Management

Before you can perform maintenance tasks:

- Create a historical report of network changes (select **Resource Manager Essentials > Change Audit > All Changes**) before you delete Change Audit records.
- Run the unexpected devices report (select **Resource Manager Essentials > Syslog Analysis > Unexpected Device Report**) to verify which devices you need to add to inventory.

For a complete description of the required tasks, refer to the online help.

How To Do It—Procedures

- Remove Records From the Change Audit Log
- Remove Images From the Software Library
- Remove Old Data From the Job Control Report
- Add Unmanaged Devices to Inventory
- Remove Configurations From the Archive

The purpose of this scenario is to show you how you can use specific applications to perform these tasks. This will help you understand how to use the applications to perform similar tasks in your network.

Remove Records From the Change Audit Log

Delete change records according to your auditing guidelines and disk space.

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- Step 1** If you have not already done so, select **Resource Manager Essentials > Change Audit > All Changes** and save the report. This is your historical backup.
 - Step 2** Select **Resource Manager Essentials > Administration > Change Audit > Delete Change History**. The Change Audit—Filter Options dialog box appears.
 - Step 3** Select the views you need. Devices for that particular view appears.
 - Step 4** Select the devices, then click **Next** to apply additional filters. The Change Audit—Delete Change History dialog box appears.
 - Step 5** Select the criteria for deleting your Change Audit data. Delete Change History dialog box contains these options:

Option	Usage
Application	<p>You can select the application name. Current application that log change records are Inventory Manager, Configuration Manager, and Software Management.</p> <p>An application name does not appear in the options list if there are no records for that application. The default is All Applications.</p>
Category	<p>You can select the category. Current categories are config, inventory, and swim.</p> <p>A category name does not appear in the options list if there are no records for that application category. The default is All Categories.</p>
User	<p>You can select the user from the drop-down list.</p> <p>A username does not appear in the options list if there are no records for that user. The default is All Users.</p>
Mode	<p>You can select the connection mode from the drop-down list.</p> <p>The connection mode options do not appear in the options list if there are no records for that option. The default is All Modes.</p>
Select Date Range	Select the required date range.

Step 6 Click **Next** to schedule the deletion. The Change Audit—Schedule Jobs dialog box appears.

Step 7 Select the Schedule Type from the drop-down list to specify a schedule for the deletion. The Schedule Type drop-down list contains these options:

Option	Usage
Immediate	Runs the job immediately.
Once	Runs the job once using the selected time and date.
Daily	Runs the job daily as you have specified in the Run Job field.

Option	Usage
Weekly	Runs the job weekly as you have specified in the Run Job field.
Monthly	Runs the job monthly as you have specified in the Run Job field.

Step 8 Click **Finish** to confirm deleting the selection. The Change Audit—Delete Change Records dialog box displays the results.

**Note**

Change Audit records accumulate in the system unless they are explicitly deleted by an administrator. This will result in retention of large number of *.dfr* and *.dfc* files in the archive directory. It is recommended that you create a periodic job to purge Change Audit records. If you want to retain the change history, you can save them in CSV format and then purge them.

Remove Images From the Software Library

Step 1 Select **Resource Manager Essentials > Software Management > Library > Browse Images**. The Image Library Summary opens.

**Caution**

If you delete software images from the Essentials server, you cannot restore them. You must download them from CCO or the server where your images are stored.

Step 2 Select the corresponding check boxes of the images that you need to delete, and then click **Delete**. A dialog box appears.

- To cancel the image deletion, click **Cancel**.
- To delete the images, click **OK**.

Remove Old Data From the Job Control Report

- Step 1** To display the Job Control Report select **Resource Manager Essentials > Software Management > Job Management > Browse Jobs**.
 - Step 2** Click the ID of the job you want to delete.
 - Step 3** Click **Remove**.
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Add Unmanaged Devices to Inventory

- Step 1** If you have not already done so, run an unexpected device report (select **Resource Manager Essentials > Syslog Analysis > Unexpected Device Report**).
- Step 2** Review the report to determine which devices have been added to the network, but not to inventory.
- Step 3** Select **Resource Manager Essentials > Administration > Inventory > Add Devices**. The Add a Single Device dialog box appears.
- Step 4** Enter the access information in the Add a Single Device dialog box, then click **Next**. The Enter Login Authentication Information dialog box appears.
- Step 5** Enter and verify the information in the Enter Login Authentication dialog box.
If the device is running Terminal Access Controller Access Control System (TACACS), enter the TACACS username and TACACS password. If you are using Software Management or Device Configuration or managing Cisco 2500 single Flash bank (SFB) devices, you must enter the read-write community string. (You should also enter the Telnet passwords.) Otherwise, upgrades will not succeed.
- Step 6** Click **Next**. The Enter Enable Authentication Information dialog box appears.
If the device is running TACACS, enter the Enable TACACS username and Enable TACACS password.
- Step 7** Enter and verify the information in the Enter Login Authentication Information dialog box.

- Step 8** Click **Finish**. The Single Device Add dialog box appears.
- Step 9** To add another device, click **Add Another** and repeat steps Step 4 through Step 7.
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Remove Configurations From the Archive

- Step 1** Select **Resource Manager Essentials > Administration > Configuration Management > General Setup**. The Configuration Manager Admin dialog box appears.
- Step 2** Select the Archive Setup tab.
- To specify when the program should purge configuration files from the archive, select one of the following:
- Click **Older than**, then enter a number and select days, weeks, or months.
 - Click **Maximum versions to keep**, then enter the number of configurations to retain.
 - Click **Don't Purge Labelled Files to retain the** labeled configuration files.
- It is not recommended that you purge according to the maximum number of versions, if you change many configurations each day. For example, if you have a known good configuration and then make 10 changes to it, you will have 11 versions stored in the archive. If you specify keeping only 10 versions in the archive, the known good configuration is purged because it is the oldest version.
- Step 3** Click **Apply**. A message that the changes to the archive were made, appears.
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Where You Should End Up—Verification

After you perform maintenance tasks, verify that they were done:

- Verify Change Audit Log Records Are Removed
- Verify Software Images Are Removed from the Library
- Verify Old Data Is Removed from the Job Control Report
- Verify Unmanaged Devices Are Added to Inventory
- Verify Configurations Are Removed from the Archive

Verify Change Audit Log Records Are Removed

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- Step 1** Select **Resource Manager Essentials > Change Audit > Search Change Audit**. The Change Audit - Filter Options dialog box appears.
- Step 2** Select **All Views** and **All Devices**, then click **Next**. A second Change Audit - Filter Options dialog box appears.
- Step 3** Select **All** from the Application field, Category field, User field, and Mode field, then select the dates for which you removed records, and then click **Finish**.
The Change Audit - Search report appears. No records for your dates should appear.
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Verify Software Images Are Removed from the Library

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- Step 1** Select **Resource Manager Essentials > Software Management > Library > Browse Images**. The Image Summary Report opens.
- Step 2** Scan the report to make sure that the software images you deleted are gone.
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Verify Old Data Is Removed from the Job Control Report

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- Step 1** Display the Job Control Report by selecting **Resource Manager Essentials > Software Management > Job Management > Browse Jobs**.
- Step 2** Verify that the job you deleted is no longer on the report.
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Verify Unmanaged Devices Are Added to Inventory

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- Step 1** Select **Resource Manager Essentials > Administration > Inventory > List Devices**. The List Devices dialog box appears.
- Step 2** Verify that the devices you added appear on the list.
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Verify Configurations Are Removed from the Archive

Since the configurations are removed from the archive on a schedule, it is not necessary to verify if they are removed each time the job runs.

To verify if configurations are removed from the archive on a schedule, view the directory:

- On Windows NT systems, go to `$NMSROOT\files\archive\config`
- On Unix systems, enter `/var/adm/CSCOpX/files/archive/config`