



CHAPTER 16

Tracking RME Server Changes Using Audit Trail

Audit Trail tracks and reports changes that the RME administrator makes on the RME server.

To view the list of RME tasks that trigger an Audit Trail record, see [Audit Trail Record](#).

You can perform the following tasks using the Audit Trail records:

- Generate a Audit Trail report

You can track the changes that are performed on the RME server by the RME administrator.

See [Generating a Standard Audit Trail Report](#) for procedure on generating Audit Trail report.

- Purging the Audit Trail records

Frees disk space and maintains your Audit Trail records at a manageable size. You can either schedule for Periodic Purge or perform a Forced Purge of Audit Trail data.

See [Performing Maintenance Tasks](#) for scheduling a Periodic Purge.

Audit Trail Record

The following RME tasks trigger an Audit Trail record:

Application Name	Tasks	Navigation
Install/Migration	The following Audit records are logged at the time of migration: <ul style="list-style-type: none">• Device information is migrated• Syslog message filters are migrated• Syslog automated actions are migrated• Enabling the shadow directory	Not applicable
Change Audit	Setting the Purge Policy. An Audit Trail record is logged any time you make a change in the Purge Policy dialog box.	Resource Manager Essentials > Admin > Change Audit > Set Purge Policy

Audit Trail Record

Application Name	Tasks	Navigation
Change Audit	<p>Performing a Forced Purge.</p> <p>An Audit Trail record is logged when a Force Purge job is scheduled.</p>	Resource Manager Essentials > Admin > Change Audit > Force Purge
Change Audit	<p>An Audit Trail record is logged when you:</p> <ul style="list-style-type: none"> • Add an automated action. • Enable or disable the automated actions. • Edit an automated action. • Import the automated actions. • Delete the automated actions. 	Resource Manager Essentials > Tools > Change Audit > Automated Actions
Change Audit	<p>An Audit Trail record is logged when you:</p> <ul style="list-style-type: none"> • Add an Exception Profile • Delete the Exception Profiles • Enable or disable the Exception Profiles 	Resource Manager Essentials > Tools > Change Audit > Exception Periods
Configuration Management—Archive Management	<p>An Audit Trail record is logged when you:</p> <ul style="list-style-type: none"> • Change the Archive location • Enable or disable the Shadow directory option 	Resource Manager Essentials > Admin > Config Mgmt > Archive Mgmt
Configuration Management—Archive Management	<p>An Audit Trail record is logged when you:</p> <ul style="list-style-type: none"> • Enable or disable the Periodic Polling option • Change the Periodic Polling schedule • Enable or disable the Periodic Collection option • Change the Periodic Collection schedule 	Resource Manager Essentials > Admin > Config Mgmt > Archive Mgmt > Collection Settings
Configuration Management—Archive Management	<p>Setting up the Archive Purge Policy</p> <p>An Audit Trail record is logged any time you make a change in the Archive Purge Setup dialog box.</p>	Resource Manager Essentials > Admin > Config Mgmt > Archive Mgmt > Purge Settings
Configuration Management	<p>Setting up the Transport Protocol Order</p> <p>An Audit Trail record is logged any time you make a change in the Config Transport Settings dialog box.</p>	Resource Manager Essentials > Admin > Config Mgmt (Archive Mgmt, Config Editor, NetShow, and NetConfig)

Application Name	Tasks	Navigation
Configuration Management	Setting up the Job Policy An Audit Trail record is logged any time you make a change in the Job Policy dialog box.	Resource Manager Essentials > Admin > Config Mgmt > Config Job Policies (Archive Mgmt, Config Editor, NetShow, and NetConfig)
Device Management	Managing devices in Resource Manager Essentials.	<ul style="list-style-type: none"> Resource Manager Essentials > Devices > Device Management > RME Devices Resource Manager Essentials > Devices > Device Management > Suspended Devices Resource Manager Essentials > Devices > Device Management > Pre-deployed Devices
Device Management	Deleting devices in Resource Manager Essentials. Also, when a device gets deleted as a result of alias resolution.	<ul style="list-style-type: none"> Resource Manager Essentials > Devices > Device Management > RME Devices Resource Manager Essentials > Devices > Device Management > Normal Devices Resource Manager Essentials > Devices > Device Management > Pre-deployed Devices Resource Manager Essentials > Devices > Device Management > Suspended Devices Resource Manager Essentials > Devices > Device Management > Conflicting Device Types Resource Manager Essentials > Devices > Device Management > Alias Devices
Device Management	Enabling and disabling these settings in the Device Management Settings window: <ul style="list-style-type: none"> Automatically Manage Devices from Credential Repository Verify Device Credentials While Adding Devices 	Resource Manager Essentials > Admin > Device Mgmt > Device Management Settings
Device Management	Suspending RME devices.	<ul style="list-style-type: none"> Resource Manager Essentials > Devices > Device Management > Normal Devices. Resource Manager Essentials > Devices > Device Management > Pending Devices. Resource Manager Essentials > Devices > Device Management > Pre-Deployed Devices

Application Name	Tasks	Navigation
Inventory	An Audit Trail record is logged when you: <ul style="list-style-type: none"> • Create a job for Inventory polling and Inventory collection. • Edit a scheduled job of Inventory polling and Inventory collection. • Cancel the scheduled jobs of Inventory polling and Inventory collection. • Stop the running jobs of Inventory polling and Inventory collection. • Delete the jobs of Inventory polling and Inventory collection. 	Resource Manager Essentials > Devices > Inventory
Inventory	Scheduling a Inventory Polling and Collection Job.	Resource Manager Essentials > Admin > Inventory > System Job Schedule
Inventory	Setting the Inventory Change Filter.	Resource Manager Essentials > Admin > Inventory (Inventory Change Filter)
Reports	Purging Reports Jobs and Archived Reports	Resource Manager Essentials > Admin > Reports
Software Management	Viewing and editing preferences. An Audit Trail record is logged any time you make a change in the View/Edit Preferences dialog box.	Resource Manager Essentials > Admin > Software Mgmt > View/Edit Preferences
Syslog Analysis	Setting up Backup Policy An Audit Trail record is logged any time you make a change in the Backup Policy dialog box	Resource Manager Essentials > Admin > Syslog > Set Backup Policy
Syslog Analysis	Setting the Purge Policy. An Audit Trail record is logged any time you make a change in the Purge Policy dialog box.	Resource Manager Essentials > Admin > Syslog > Set Purge Policy
Syslog Analysis	Performing a Forced Purge An Audit Trail record is logged when a Force Purge job is scheduled.	Resource Manager Essentials > Admin > Syslog > Force Purge
Syslog Analysis	An Audit Trail record is logged when you: <ul style="list-style-type: none"> • Add an automated action. • Enable or disable the automated actions. • Edit an automated action. • Import the automated actions. • Delete the automated actions. 	Resource Manager Essentials > Tools > Syslog > Automated Actions

Application Name	Tasks	Navigation
Syslog Analysis	An Audit Trail record is logged when you: <ul style="list-style-type: none"> • Create a message filter • Edit a message filter • Enable or disable the filters • Import a filter • Delete a filter • Change message filters type from drop to keep and vice versa. 	Resource Manager Essentials > Tools > Syslog > Message Filters
Syslog Analysis	An Audit Trail record is logged when you subscribe/unsubscribe to a remote syslog collector.	Resource Manager Essentials > Tools > Syslog > Syslog Collector Status
System Preferences	Viewing and editing System Preferences.	Resource Manager Essentials > Admin > System Preferences.
Loglevel Settings	Setting the Loglevels for the Resource Manager Essentials applications.	Resource Manager Essentials > Admin > System Preferences > Loglevel Settings
Editing Device Attributes	Editing the RME device attributes	Resource Manager Essentials > Admin > System Preferences > RME Device Attributes

**Note**

An Audit Trail record is *not* logged for all tasks performed under this navigation **Resource Manager Essentials > Admin > Approval**.

Generating a Standard Audit Trail Report

This option lets you compile a report on all Audit Trail changes that occurred in the network during a specific time period.

**Note**

View Permission Report (**Common Services > Server > Reports**) to check if you have the required privileges to perform this task.

To generate the Standard Audit Trail Report:

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- Step 1** Select **Resource Manager Essentials > Reports > Report Generator**.
The Report Generator dialog box appears.
- Step 2** Select **Audit Trail** from the first drop-down list box.
- Step 3** Select **Standard Report** from the second drop-down list box.

Step 4 Enter the information required to generate the required report.

Field	Description
Date Range	
24 Hours	Select this option, only if you want to generate a 24 hour report. This report will contain all the Audit Trail data gathered during the last 24 hours.
Last X	Select this option, if you want to generate a report for the last X days or weeks or months or years. Where X represents the number of days or weeks or months or years. For example, if you want to generate a Standard Audit Trail report for the last 6 days, you can enter 6 in the textbox and select Months from the listbox. The generated report will consist of Audit Trail data gathered for the last 6 days. This option applies only to Standard Audit Trail Reports.
From	Click on the calendar icon and select the start date. The From field is enabled only if you have de-selected the 24 Hours check box.
To	Click on the calendar icon and select the end date. The To field is enabled only if you have de-selected the 24 Hours check box.
Selection Criteria	
User Name	Select the user name. This report will be filtered on user names.
Application	Select the name of the application. This report will be filtered on application names.

Step 5 Click **Finish**.

The Audit Trail Standard report appears in a separate browser window.

If you want to revert to the default values in the Report Generator dialog box, click **Reset**.

Understanding the Audit Trail Report

The Audit Trail report contains all change information provided by RME applications based on your filter criteria. It contains the following fields, See [Table 16-1](#).

Table 16-1 *Audit Trail Report*

Field	Description
User Name	Name of the person who performed the change. This is the name entered when the person logged in. It can be the name under which the RME application is running, or the name under which the Telnet connection is established.
Application Name	Name of the RME application involved in the network change. For example, ChangeAudit, Device Management, ICServer, NetConfig, NetShow etc.

Table 16-1 *Audit Trail Report (continued)*

Field	Description
Server Name	Host name of the RME server.
Creation Time	Date and time at which the changes were performed on the RME server.
Description	Brief summary of the change that occurred on the RME server.

The following buttons are available on the Audit Trail Standard report:

Button	Description
Export to File (Icon)	You can export this report in either PDF or CSV format.
Print (Icon)	Generates a format that can be printed.

Performing Maintenance Tasks

You can either schedule for Periodic Purge or perform a Forced Purge of Audit Trail data. This frees disk space and maintains your Audit Trail data at a manageable size.

You can perform these tasks by following this path **Resource Manager Essentials > Admin > Change Audit**

The following sections describe the various tasks which you can perform from Audit Trail:

- [Setting the Purge Policy](#)
- [Performing a Forced Purge](#)

Setting the Purge Policy

You can specify a default policy for the Periodic purging of Audit Trail data.



Note

View Permission Report (**Common Services > Server > Reports**) to check if you have the required privileges to perform this task.

To set the Audit Trail Purge Policy:

Step 1 Select **Resource Manager Essentials > Admin > Change Audit > Set Purge Policy**.

The Purge Policy dialog box appears in the Periodic Purge Settings pane.

Step 2 Enter the following information:

Field	Description
Purge change audit records older than	Enter the number of days. Only Change Audit records older than the number of days that you specify here, will be purged. The default is 180 days. See Tracking Network Changes Using Change Audit for further information.
Purge audit trail records older than	Enter the number of days. Only Audit Trail records older than the number of days that you specify here, will be purged. The default is 180 days.
Scheduling	
Run Type	You can specify when you want to run the Purge job for Change Audit and Audit Trail records. To do this, select one of these options from the drop down menu: <ul style="list-style-type: none"> • Daily—Runs daily at the specified time. • Weekly—Runs weekly on the day of the week and at the specified time. • Monthly—Runs monthly on the day of the month and at the specified time. The subsequent instances of periodic jobs will run only after the earlier instance of the job is complete. For example: If you have scheduled a daily job at 10:00 a.m. on November 1, the next instance of this job will run at 10:00 a.m. on November 2 only if the earlier instance of the November 1 job has completed. If the 10:00 a.m. November 1 job has not completed before 10:00 a.m. November 2, then the next job will start only at 10:00 a.m. on November 3.
Date	Enter the start date in the dd Mmm yyyy format, for example, 02 Jun 2004, or click on the calendar icon and select the date.
at	Enter the start time, in the hh:mm:ss format (23:00:00).
Job Info	
Job Description	The system default job description, <i>ChangeAudit Records - default purge job</i> is displayed. You cannot change this description.
E-mail	Enter e-mail addresses to which the job sends messages at the beginning and at the end of the job. You can enter multiple e-mail addresses separated by commas. Configure the SMTP server to send e-mails in the View / Edit System Preferences dialog box (Common Services > Server > Admin > System Preferences). We recommend that you configure the CiscoWorks E-mail ID in the View / Edit System Preferences dialog box (Common Services > Server > Admin > System Preferences). When the job starts or completes, an e-mail is sent with the CiscoWorks E-mail ID as the sender's address.



Caution

You might delete data by changing these values. If you change the number of days to values lower than the current values, messages over the new limits will be deleted.

Step 3 Click **Save**, to save the Purge policy that you have specified.

Performing a Forced Purge

You can perform a Forced Purge of Audit Trail, as required.


Note

View Permission Report (**Common Services > Server > Reports**) to check if you have the required privileges to perform this task.

To perform a Audit Trail Forced Purge:

Step 1 Select **Resource Manager Essentials > Admin > ChangeAudit > Force Purge**.

The Purge Policy dialog box appears.

Step 2 Enter the information required to perform a Forced Purge:

Field	Description
Purge change audit records older than	Enter the number of days. Only Change Audit records older than the number of days that you specify here, will be purged. See Tracking Network Changes Using Change Audit for further information.
Purge audit trail records older than	Enter the number of days. Only Audit Trail records older than the number of days that you specify here, will be purged.
Scheduling	
Run Type	You can specify when you want to run the Force Purge job for Change Audit and Audit Trail records. To do this, select one of these options from the drop down menu: <ul style="list-style-type: none"> • Immediate—Runs the report immediately. • Once—Runs the report once at the specified date and time.
Date	Click on the Calendar icon and select the start date. The Date field is enabled only if you have selected Once as the Run Type.
at	Enter the start time, in the hh:mm:ss format (23:00:00). The At field is enabled only if you have selected Once as the Run Type
Job Info	
Job Description	Enter a description for the job. This is mandatory. You can enter only alphanumeric characters.
E-mail	Enter e-mail addresses to which the job sends messages at the beginning and at the end of the job. You can enter multiple e-mail addresses separated by commas. Configure the SMTP server to send e-mails in the View / Edit System Preferences dialog box (Common Services > Server > Admin > System Preferences). We recommend that you configure the CiscoWorks E-mail ID in the View / Edit System Preferences dialog box (Common Services > Server > Admin > System Preferences). When the job starts or completes, an e-mail is sent with the CiscoWorks E-mail ID as the sender's address.

Step 3 Click **Submit** for the Forced Purge to become effective.

