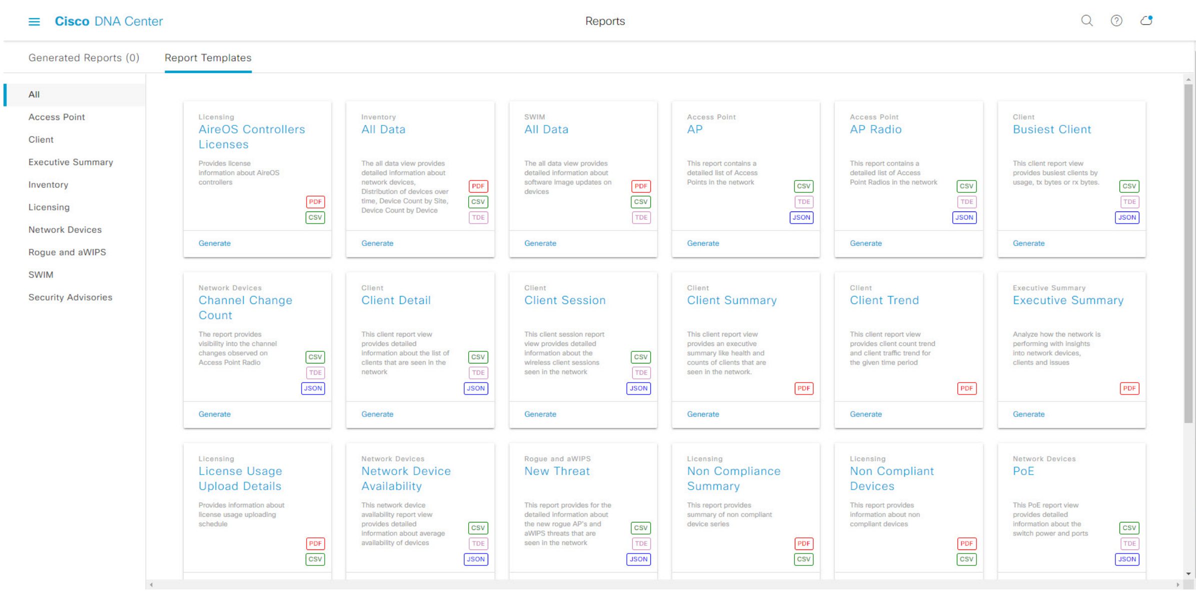
Reports

About Reports

You can utilize data from the **Reports** feature to derive insights into your network and its operation. By reporting this data in several formats and providing flexible scheduling and configuration options, both data and reports are easily customized to meet your operational needs.

Figure 1: Reports



The **Reports** feature supports the following use cases:

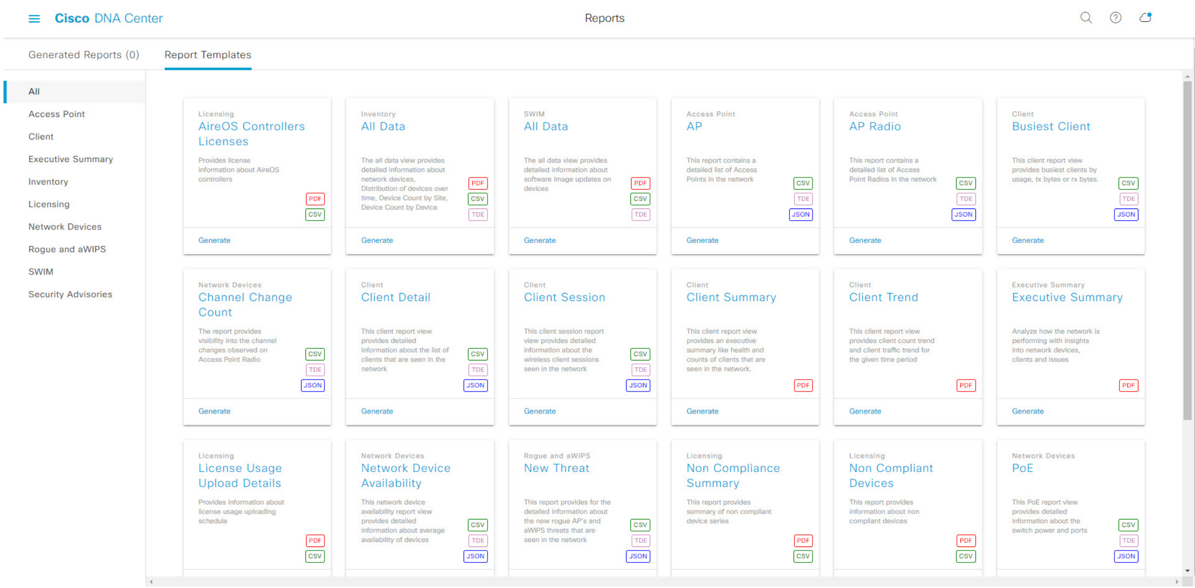
- Capacity planning: Understanding how devices within your network are being utilized.
- Change of pattern: Tracking how usage pattern trends change on the network. Usage pattern trends may include clients, devices, bands, or applications.
- Operational reporting: Reviewing reports about network operations, such as upgrade completions or provisioning failures.
- Network health: Determining the overall health of your network through reports.

Note New use cases for **Reports** will be added in future releases. Review future Cisco DNA Center platform release notes for information.

Run Your First Report

Perform this procedure to begin running specialized data reports about your network. You can configure data reports using the **Reports** window in the Cisco DNA Center GUI.

Figure 2: Reports Window



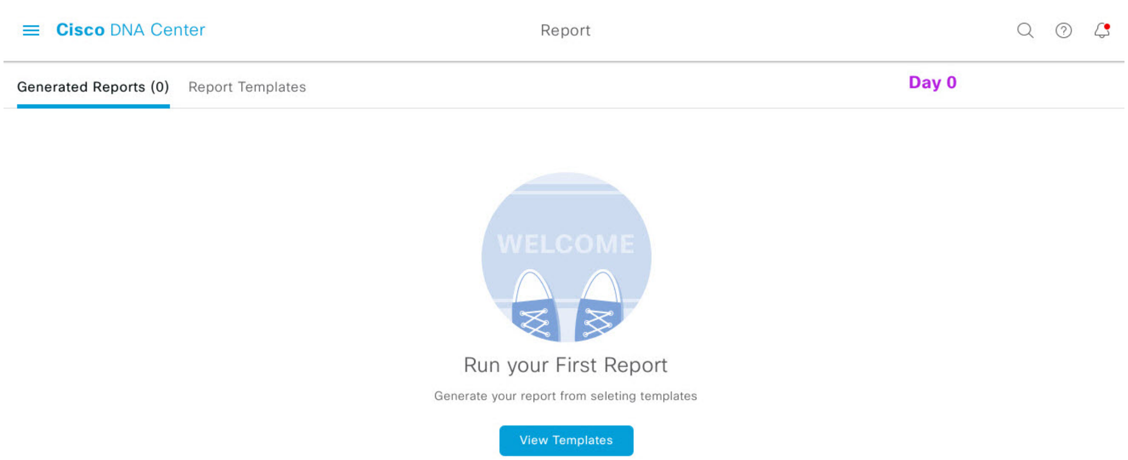
Before you begin

- Run a successful **Discovery** job in Cisco DNA Center. You can check whether a **Discovery** job is successful in **Device Inventory**. From the Menu icon (≡), click **Provision** > **Inventory** to view the results.

Step 1 In the Cisco DNA Center GUI, click the **Menu** icon (≡) and choose **Reports**.

A **Run Your First Report** window appears.

Figure 3: Run Your First Report Window



Step 2 Click **Start**.

The **Report Templates** window opens and displays the supported reporting categories in a slide-in pane. A link represents each category. Click a link to view only the supported reports for that category.

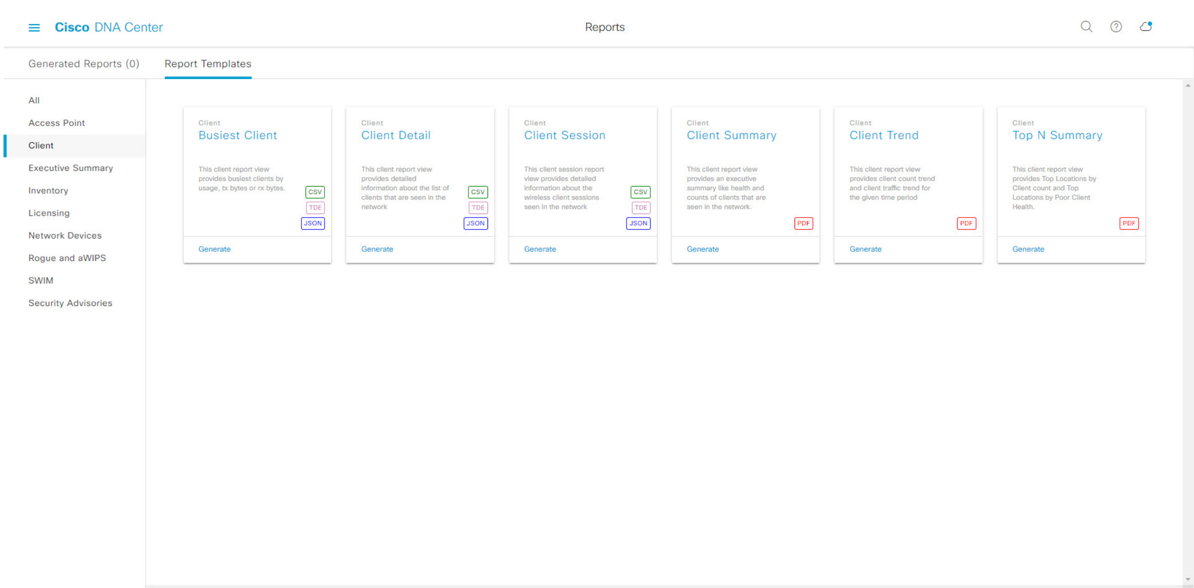
For this release, reporting is supported for the following categories:

Note The Access Point, Client, and Executive Summary reports support up to 90 days of data retention.

Note For this procedure and as an example, **Clients** is selected. Available options for the reports and displayed in the GUI are dependent upon the type of report selected.

Step 3 After clicking on a link, review the **Report Templates** window for that selected category.

Figure 4: Reports Templates Window



The **Report Templates** window displays supported report templates. Each template is represented by a tile and contains information about the report and links to configure (generate) a report. Determine which template you wish to use to generate a report. For example, for a **Client** report you can create a **Client Summary**, **Client Detail** , **Top N Summary**, **Client Trend**, or **Client Session** report. Within each tile are also icons that represent the supported file types for the reports (PDF, CSV, TDE, or JSON).

Step 4 In the tile, click the header to view a sample report.

A **Preview** window appears for the sample report. Use the side bar in the window to scroll down and review the entire sample report. The following data is presented:

- Applied filters (data filters that were used to build the report).
- Data metrics and summaries
- Graphical representation of the data (including line, bar, and pie graphs).
- Tables that assist you in analyzing the data.

Note You can use the sample report to plan how you want your report to look.

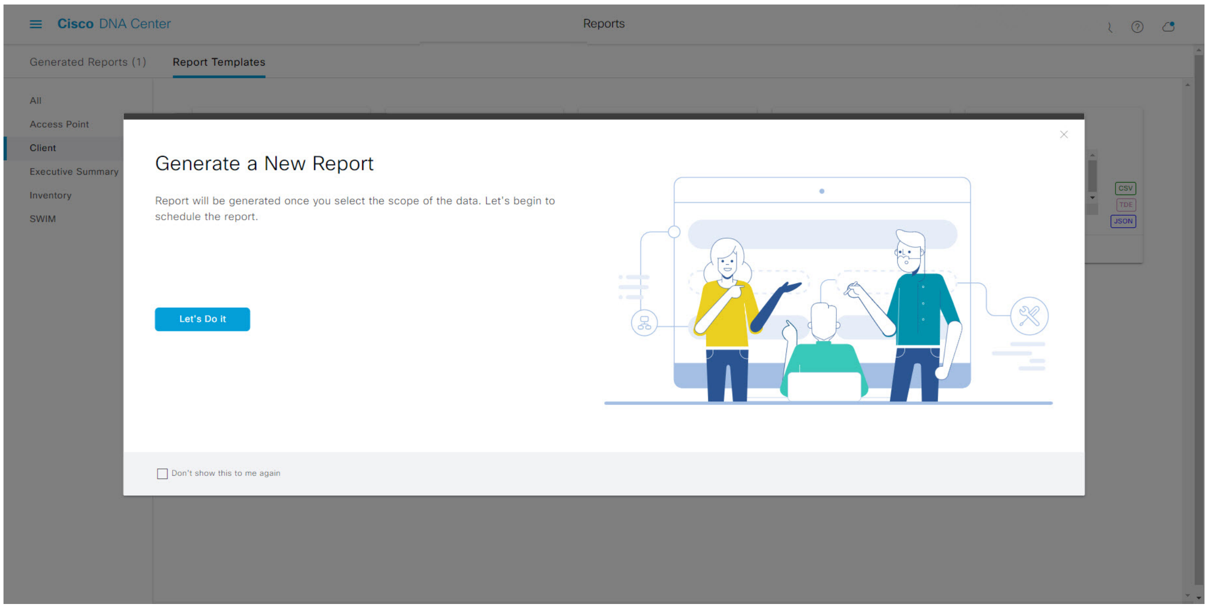
Step 5 Click **X** to close the preview.

Step 6 In the tile, click the **Generate** link to configure parameters to build a report.

The **Generate** window opens where you can select a format type for the report, apply data filters for your reports, as well as set up schedules for the actual report generation.

Step 7 In the **Generate a New Report** window, click **Let's Do It** to get started.

Figure 5: Generate a New Report



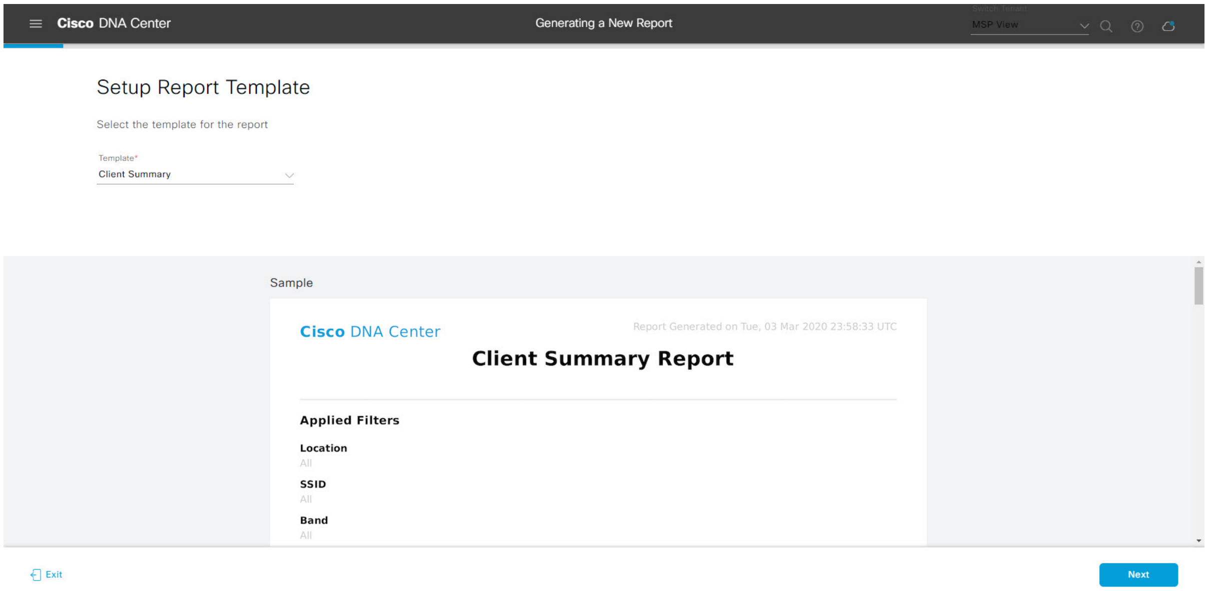
The **Select Report Template** window opens.

Step 8 In the **Select Report Template** window, select the template for the report.

The **Template** consists of the individual report types within the categories for the release.

You can review an autogenerated sample in the same window.

Figure 6: Setup Report Template



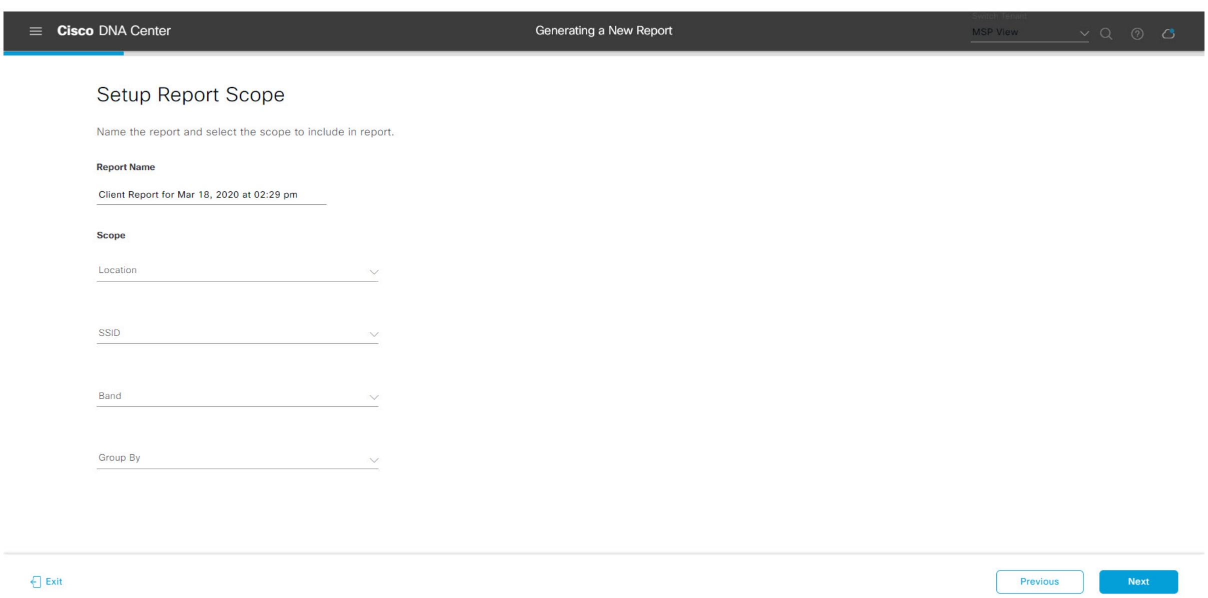
Click **Next** to proceed. The **Setup Report Scope** window opens.

Step 9 In the **Setup Report Scope** window, enter a name for the report and select the scope.

Enter a report name in the **Report Name** field and click in the **Scope** field to display the available filter. Click the filter options that you want for the report.

Note The **Setup Report Scope** options change depending upon the selected **Template Group**.

Figure 7: Setup Report Scope



Click **Next** to proceed. The **Select File Type** window opens.

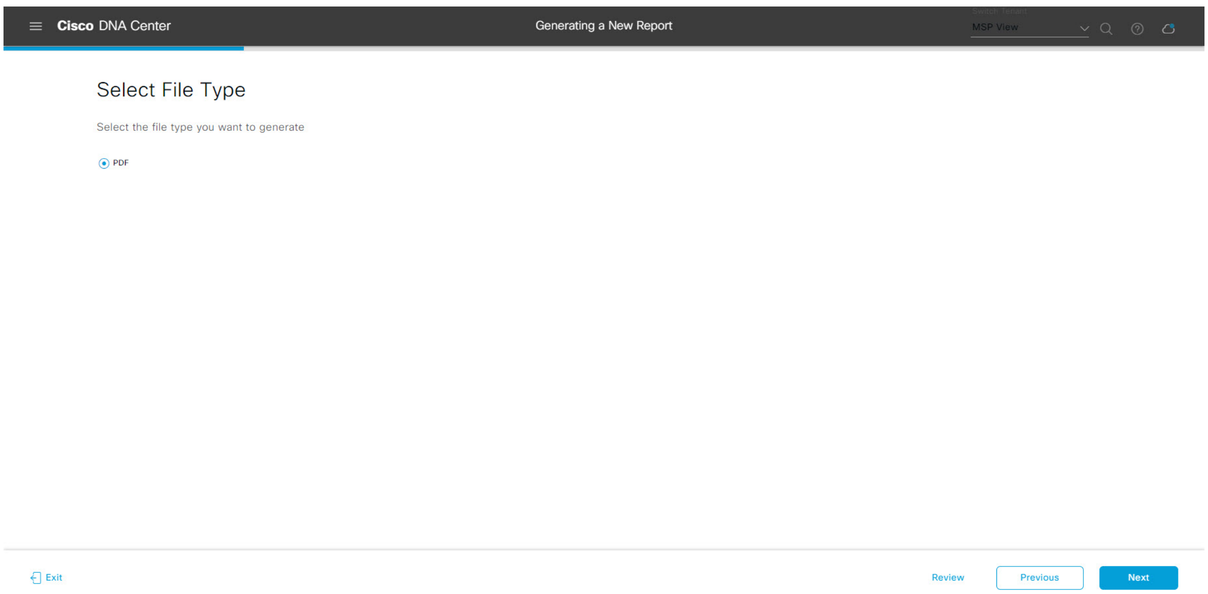
Step 10 In the **Select File Type** window, select the file type for the report.

Depending upon the report that you are creating, the following **File Type** options may be available:

- **PDF**
- **CSV**
- **Tableau Data Extract**
- **JSON**

For the **CSV**, **JSON**, and **Tableau Data Extract** file types, a **Fields** option displays that permits you to select attributes (additional fields) for the CSV, JSON, and Tableau Data Extract results.

Figure 8: Select File Type



Click **Next** to proceed. The **Schedule Report** window opens.

Step 11 In the **Schedule Report** window, select the time range and schedule for the report.

The following **Time Range** options are available:

- **Last 3 hours**
- **Last 24 hours**
- **Last 7 days**
- **Custom**

Note Clicking **Custom** opens up fields where you can choose the date and time interval per the specific report type, as well as the time zone (GMT) for the time range.

The following **Schedule** options are available:

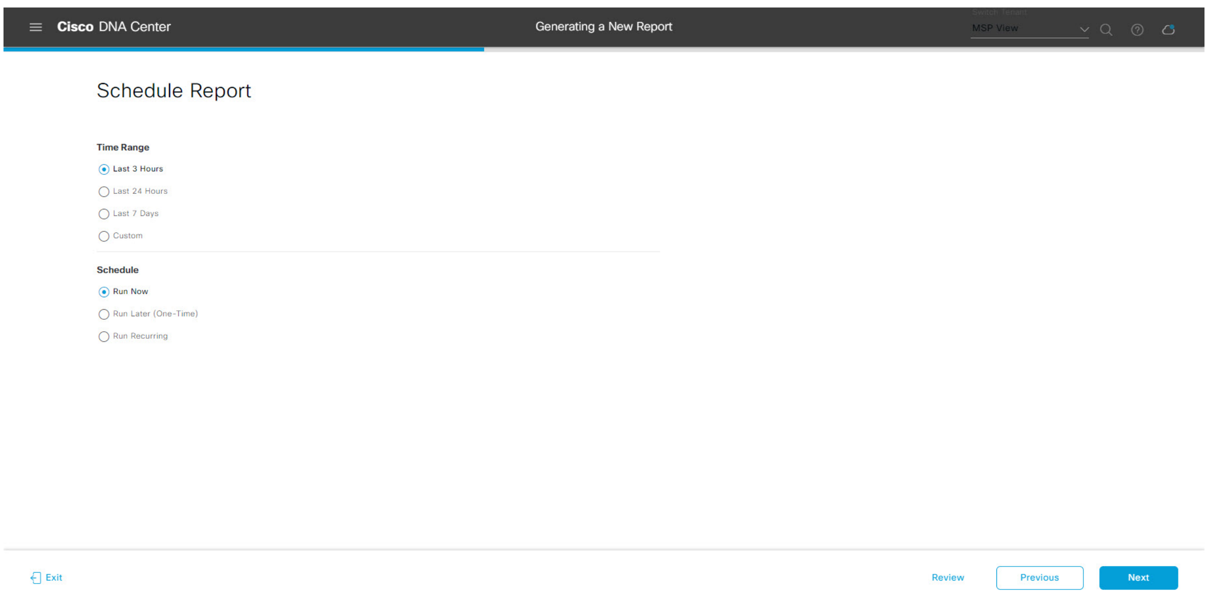
- **Run Now**

- **Run Later**
- **Run Recurring**

You can also select a time zone for the report when configuring with the following **Schedule** options:

- **Custom**
- **Run Later (One Time)**
- **Run Recurring**

Figure 9: Schedule Report



Click **Next** to proceed. The **Delivery and Notification** window opens.

Step 12 In the **Delivery and Notification** window, select the Delivery mechanism for the report.

The options include:

- **No delivery/notification**: No email or webhook notifications sent.
- **Email Report**: Email report is sent as a link or attachment.

  Note If you have not yet configured an SMTP server for the emails, you will be prompted to configure one. Follow the prompts to the **Email** tab in the GUI to configure a SMTP server. Click **System** > **Settings** > **External Services** > **Destinations** > **Email** tab.

  - **Link**: The email notification of a successfully compiled report has a link back to itself and the **Generated Reports** page under **Reports**. You can view and download the report from this link and location.

    Note Up to 20 email addresses are supported for an email report with a link. For adding more than one email, you must add the email address and press <Enter> on your keyboard. After pressing <Enter>, all the required validations for email are performed and you will be notified if there is anything wrong in the email address syntax.

- **Attachment**: Report is attached to the email notification.

  Note Email notification attachments are only supported for PDF reports. Additionally, the maximum size for a PDF report attached to an email is 20 MB. Up to 10 email addresses are supported for email attachments. For adding more than one email, you must add the email address and press <Enter> on your keyboard. After pressing <Enter>, all the required validations for email are performed and you will be notified if there is anything wrong in the email address syntax.

Cisco DNA Center sends out the following email notifications for the report:

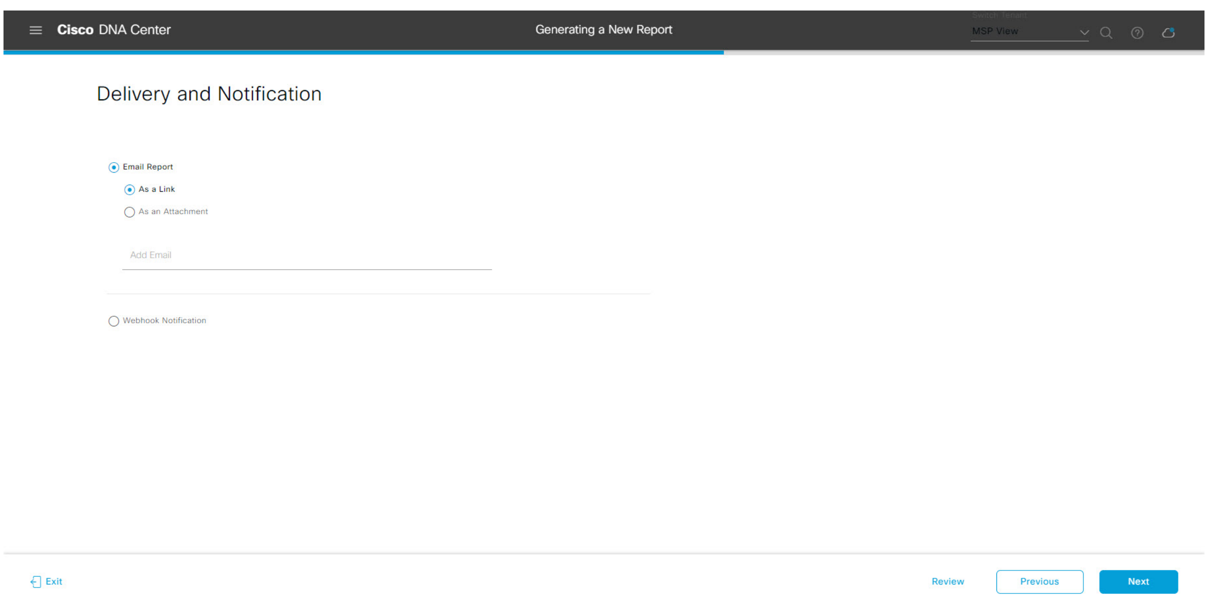
- Report is in the queue waiting to be processed.
- Report processing is in progress.
- Report has successfully been compiled and is completed.

- **Webhook Notification**: Notification is sent as a webhook to the configured webhook URL address (callback URL). Select a webhook from the drop-down list **(Subscription Profile** field).

  Note If you have not yet created a webhook, you will be prompted to create one. Follow the prompts to the **Webhook** tab in the GUI to configure a webhook. In general, to configure a webhook, click **System** > **Settings** > **External Services** > **Destinations** > **Webhook** tab.

You will receive status webhook notifications for the report. For example, you will receive "In Queue", "In Progress", and "Success" webhook notifications. You will also be able to view these notifications in the GUI.

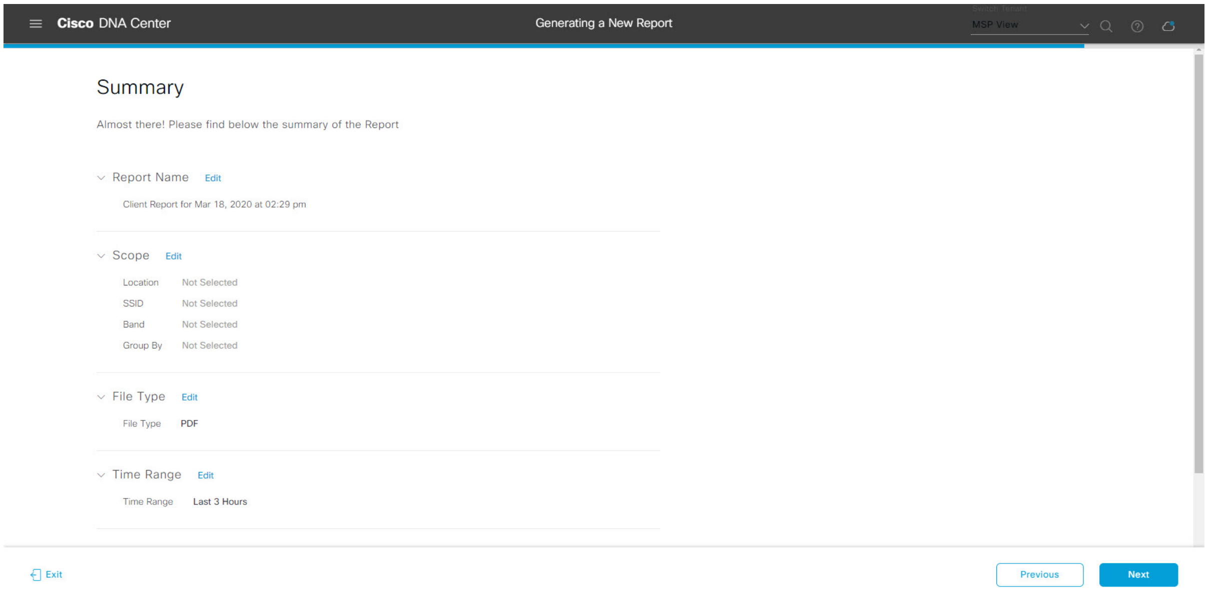
Figure 10: Delivery and Notification



Click **Next** to proceed. The **Summary** window opens.

Step 13 In the **Summary** window, review the configuration and if necessary edit any of the files.

Figure 11: Summary



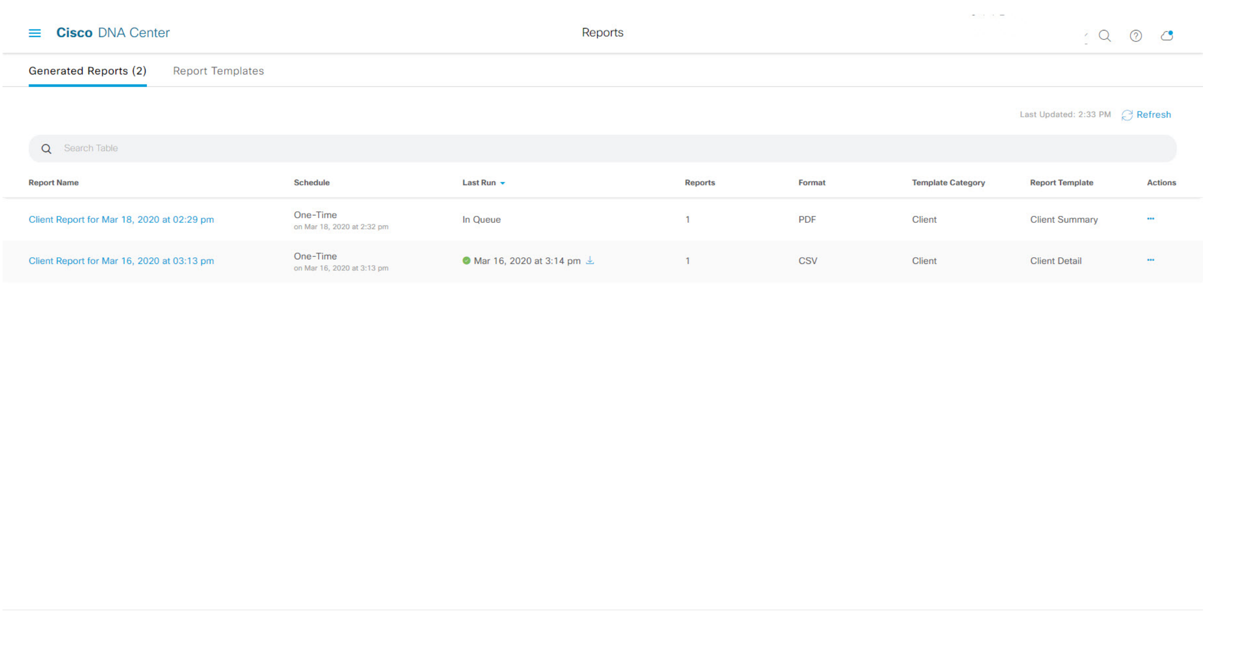
Click the **Next** button.

After the report is generated, a success window appears.

Step 14 Click the **View the Generated Reports** link.

The **Generated Reports** window opens with instance details of the report that was scheduled.

Figure 12: Generated Reports



What to do next

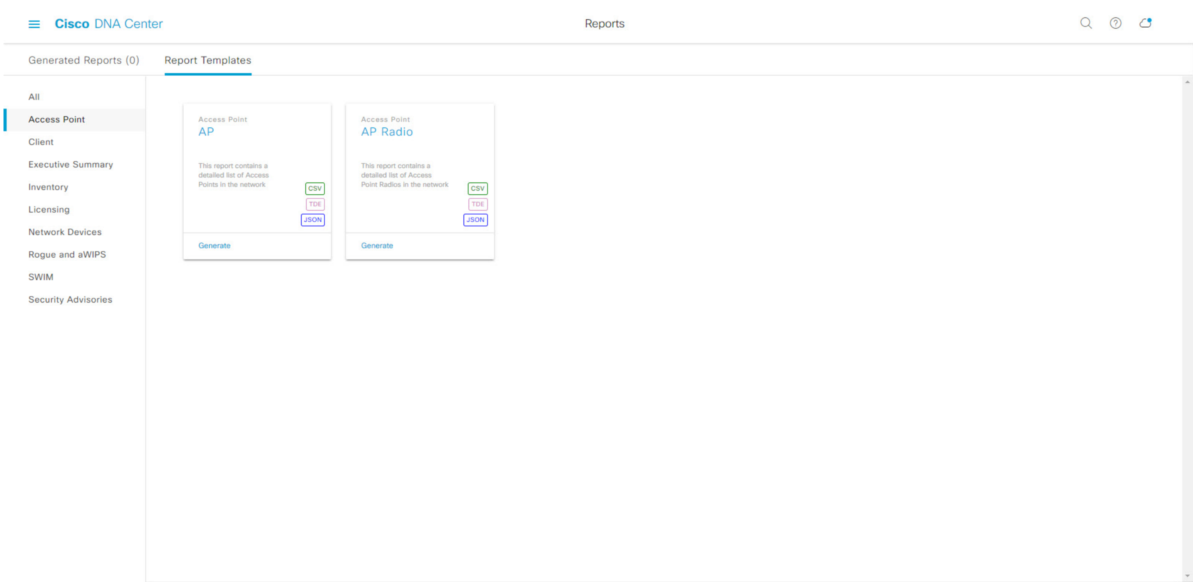
Proceed to review your report instance in **Generated Reports** window.

Note You can download, review, edit, duplicate, or delete the report in the **Generated Reports** window. For additional information, see View Generated Reports, on page 83.

Run an Access Point Report

Perform this procedure to configure **Access Point** reports for your network. You can configure **Access Point** reports using the **Reports** window in the Cisco DNA Center GUI.

Figure 13: Access Point Reports



Before you begin

- Run a successful **Discovery** job in Cisco DNA Center. You can check whether a **Discovery** job is successful in **Device Inventory**. From the Menu icon (☰), choose **Provision** > **Inventory** to view the results.

Step 1 In the Cisco DNA Center GUI, click the **Menu** icon (☰) and choose **Reports** > **Report Templates**.

The **Report Templates** window opens and displays the supported reporting categories. A link represents each category. Click a link to view only the supported reports for that category.

For this release, reporting is supported for the following categories:

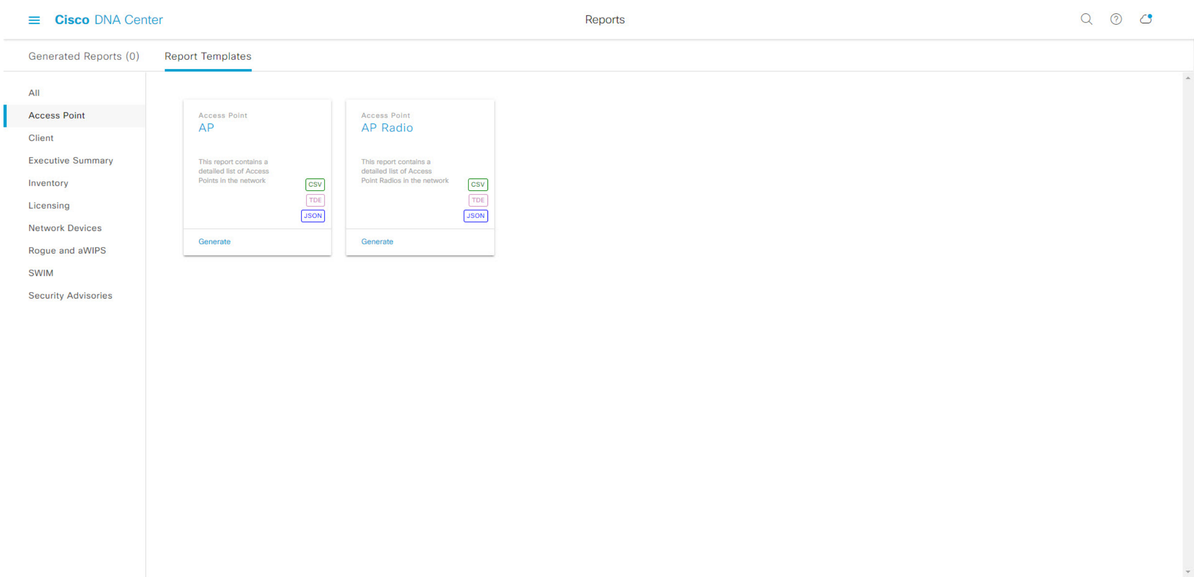
- **Access Point**: Reports that provide data about Access Points and Access Point Radios.
- **Client**: Reports that help with analyzing how the clients are performing in the network.

- **Executive Summary**: Report that helps with analyzing how devices, applications, and clients are performing in the network.
- **Inventory**: Report listing devices discovered by Cisco DNA Center.
- **Licensing**: Reports that lists devices that noncompliant devices and the reasons for noncompliance.
- **Network Devices**: Reports that provide data about the devices within your network.
- **Rogue and aWIPS**: Reports that provide data about threats within your network.
- **SWIM**: Report listing all the devices in network with software and versioning.
- **Security Advisories**: Report that provides Cisco security advisory information on the network devices.

Note The Access Point, Client, and Executive Summary reports support up to 90 days of data retention.

Step 2 After clicking a link, review the **Report Templates** window for that selected category.

Figure 14: Report Templates Window



The **Report Templates** window displays supported report templates. Each template is represented by a tile and contains information about the report and links to configure (generate) a report. Determine which template you wish to use to generate a report. For example, for an **Access Point** report you can create an **AP** or **AP Radio** report. Within each tile are also icons that represent the supported file types for the reports (CSV, TDE, or JSON).

Step 3 In the tile, click the header to view a sample report.

A window appears for the sample report. Use the side bar in the window to scroll down and review the entire sample report.

Note You can use the sample report to plan how you want your report to look.

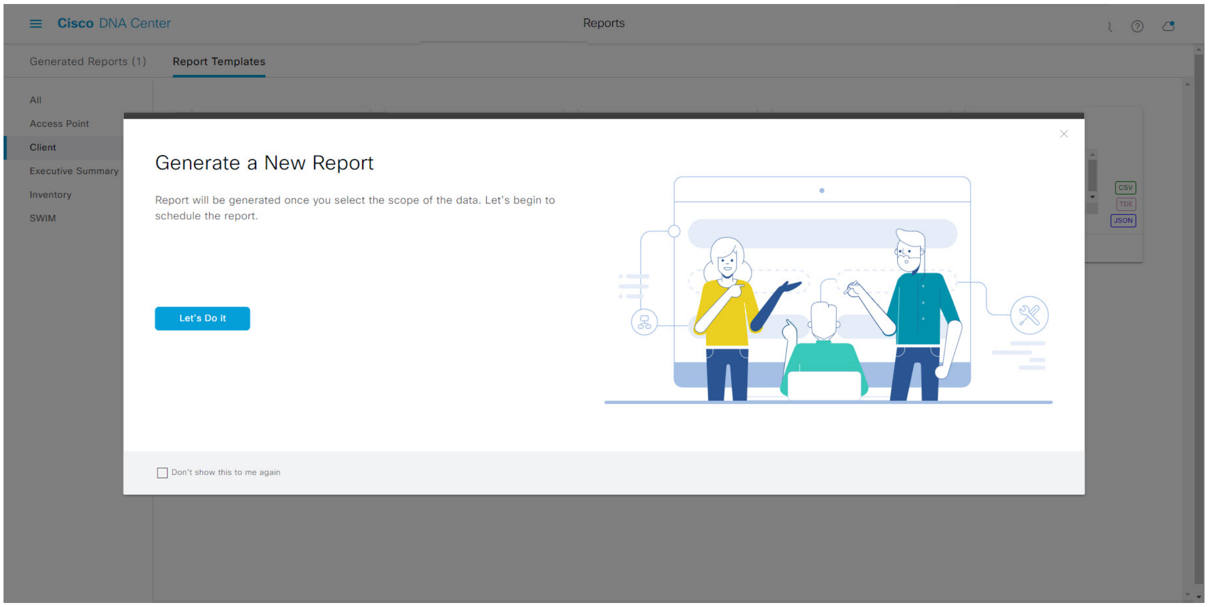
Step 4 Click **X** to close the preview.

Step 5 In the tile, click the **Generate** link to configure parameters to build a report.

The **Generate** window opens where you can select a format type for the report, apply data filters for your reports, as well as set up schedules for the actual report generation.

Step 6 In the **Generate a New Report** window, click **Let's Do It** to get started.

Figure 15: Generate a New Report



The **Select Report Template** window opens.

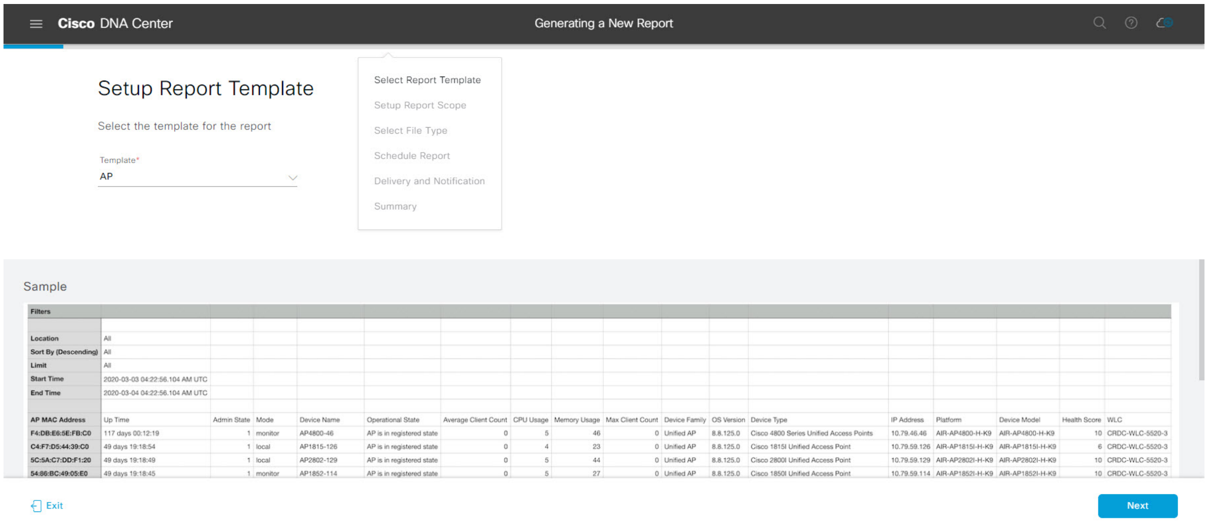
Step 7 In the **Select Report Template** window, select the template for the report.

Choose the **Template** from the drop-down lists.

Note The **Template** consists of the individual report types within the categories for the release.

You can review an autogenerated sample in the same window.

Figure 16: Setup Report Template



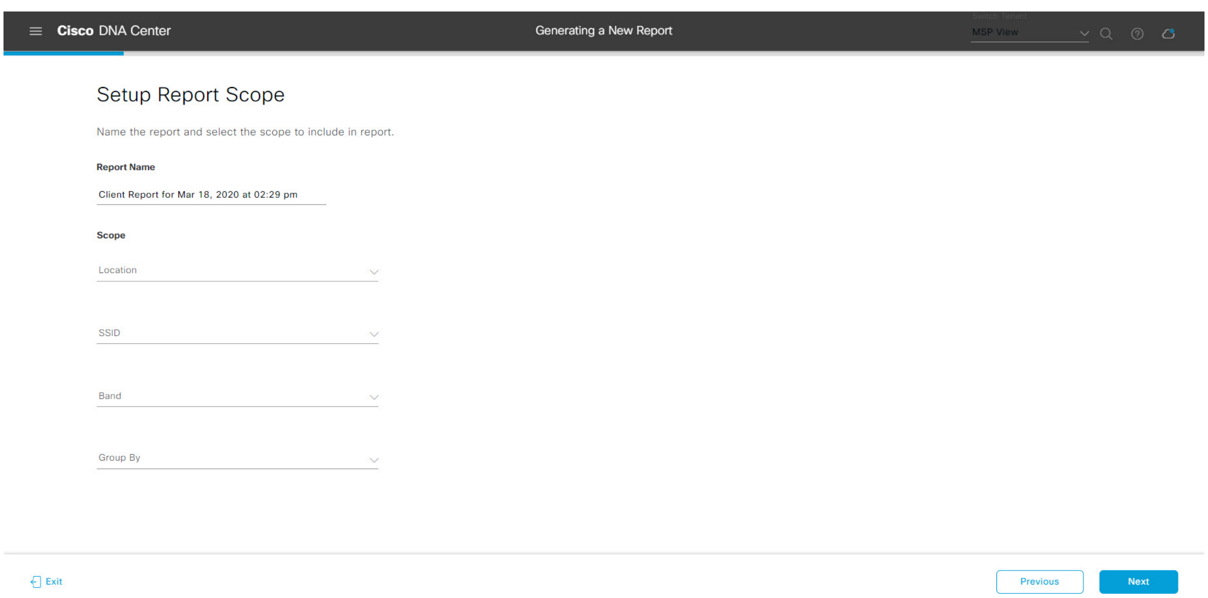
Click **Next** to proceed. The **Setup Report Scope** window opens.

Step 8 In the **Setup Report Scope** window, name the report and select the scope.

Enter a report name in the **Report Name** field and click in the **Scope** field to display the available filter. Click the filter options that you want for the report.

Note The **Setup Report Scope** options change depending upon the selected **Template**.

Figure 17: Setup Report Scope



Click **Next** to proceed. The **Select File Type** window opens.

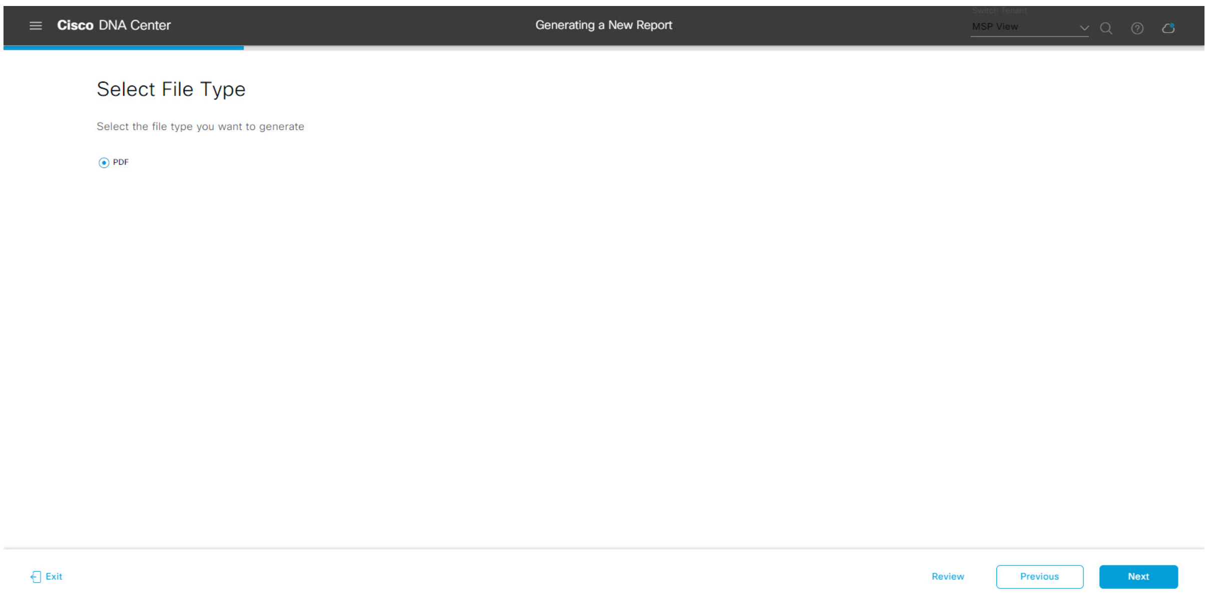
Step 9 In the **Select File Type** window, select the file type for the report.

Depending upon the report that you are creating, the following **File Type** options may be available:

- **PDF**
- **CSV**
- **Tableau Data Extract**
- **JSON**

For the **CSV**, **JSON**, and **Tableau Data Extract** file types, a **Fields** option displays that permits you to select attributes (additional fields) for the CSV, JSON, and Tableau Data Extract results.

Figure 18: Select File Type



Click **Next** to proceed. The **Schedule Report** window opens.

Step 10 In the **Schedule Report** window, select the time range and schedule for the report.

The following **Time Range** options are available:

- **Last 3 hours**
- **Last 24 hours**
- **Last 7 days**
- **Custom**

Note Clicking **Custom** opens up fields where you can choose the date and time interval per the specific report type, as well as the time zone (GMT) for the time range.

The following **Schedule** options are available:

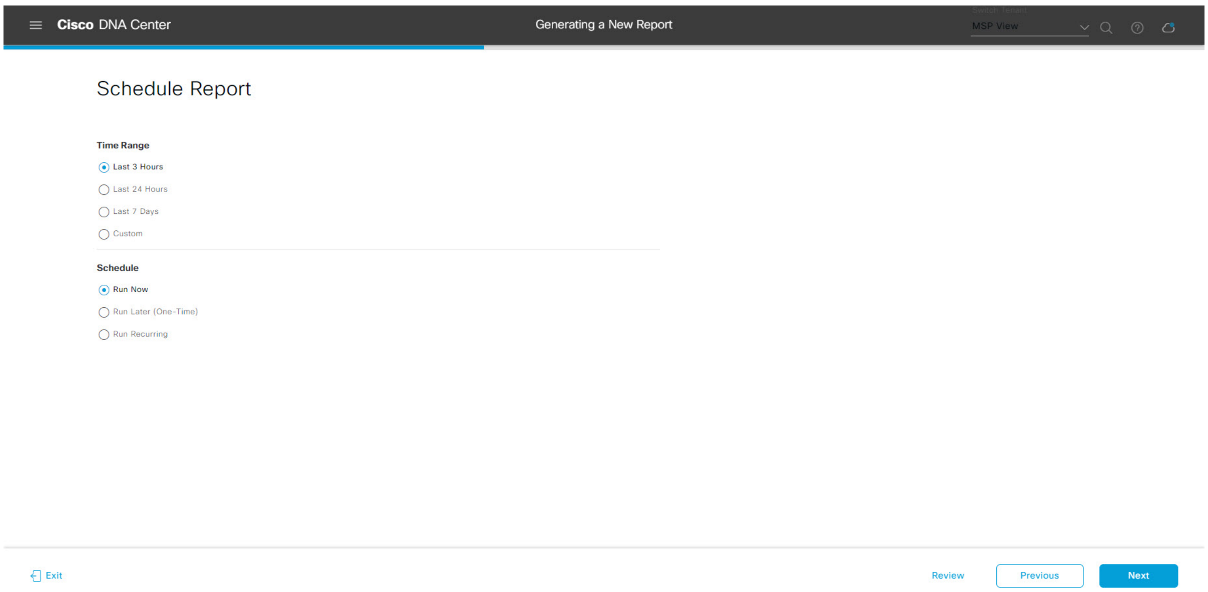
- **Run Now**
- **Run Later**

- **Run Recurring**

You can also select a time zone for the report when configuring with the following **Schedule** options:

- **Custom**
- **Run Later (One Time)**
- **Run Recurring**

Figure 19: Schedule Report



Click **Next** to proceed. The **Delivery and Notification** window opens.

Step 11 In the **Delivery and Notification** window, select the Delivery mechanism for the report.

The options include:

- **Email Report**: Email report is sent as a link or attachment.

  Note If you have not yet configured an SMTP server for the emails, you will be prompted to configure one. Follow the prompts to the **Email** tab in the GUI to configure a SMTP server. Click **System** > **Settings** > **External Services** > **Destinations** > **Email** tab.

  - **Link**: The email notification of a successfully compiled report has a link back to itself and the **Generated Reports** page under **Reports**. You can view and download the report from this link and location.

    Note Up to 20 email addresses are supported for an email report with a link. For adding more than one email, you must add the email address and press <Enter> on your keyboard. After pressing <Enter>, all the required validations for email are performed and you will be notified if there is anything wrong in the email address syntax.

  - **Attachment**: Report is attached to the email notification.

Note Email notification attachments are only supported for PDF reports. Additionally, the maximum size for a PDF report attached to an email is 20 MB. Up to 10 email addresses are supported for email attachments. For adding more than one email, you must add the email address and press <Enter> on your keyboard. After pressing <Enter>, all the required validations for email are performed and you will be notified if there is anything wrong in the email address syntax.

Cisco DNA Center sends out the following email notifications for the report:

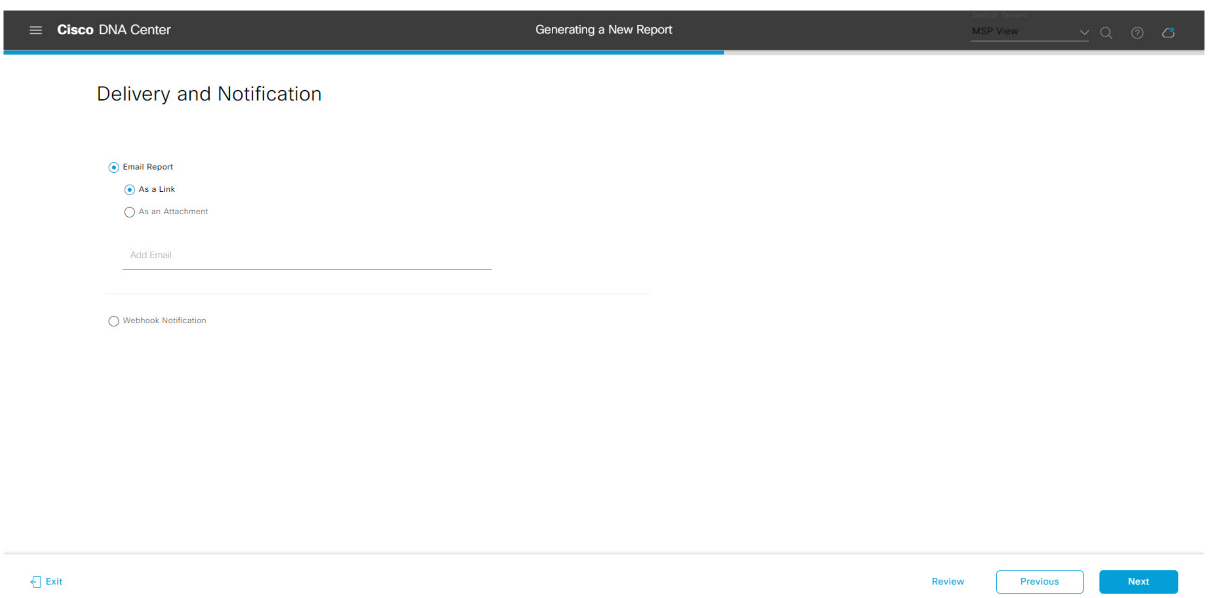
- Report is in the queue waiting to be processed.
- Report processing is in progress.
- Report has successfully been compiled and is completed.

- **Webhook Notification**: Notification is sent as a webhook to the configured webhook URL address (callback URL). Select a webhook from the drop-down list **(Subscription Profile** field).

Note If you have not yet created a webhook, you will be prompted to create one. Follow the prompts to the **Webhook** tab in the GUI to configure a webhook. In general, to configure a webhook, click **System** > **Settings** > **External Services** > **Destinations** > **Webhook** tab.

You will receive status webhook notifications for the report. For example, you will receive "In Queue", "In Progress", and "Success" webhook notifications. You will also be able to view these notifications in the GUI.

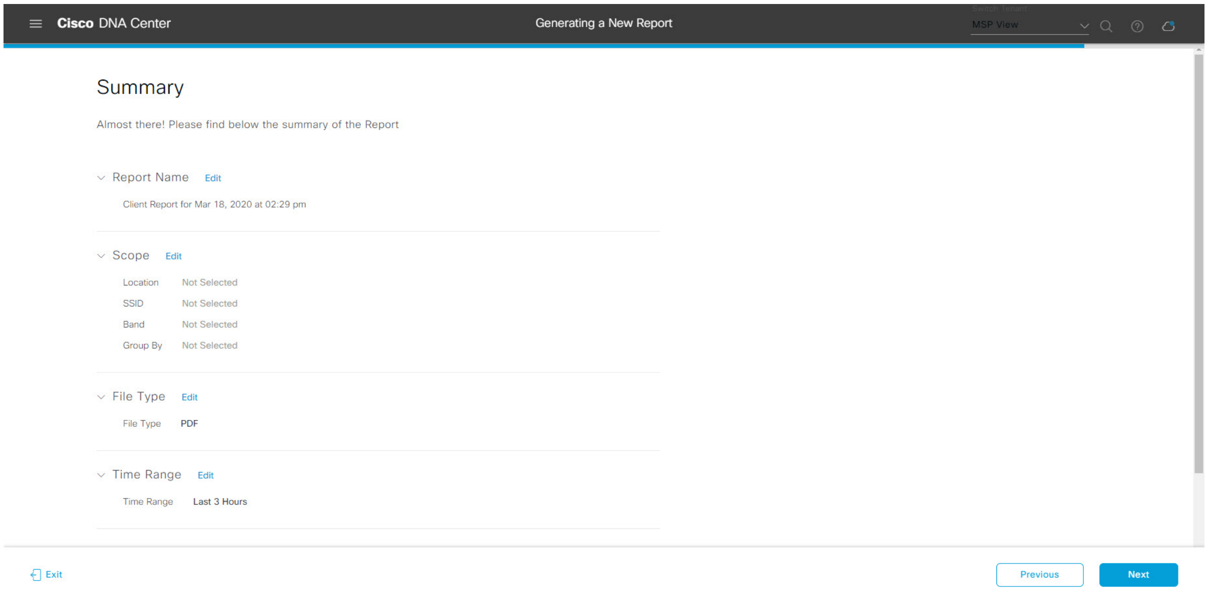
Figure 20: Delivery and Notification



Click **Next** to proceed. The **Summary** window opens.

Step 12 In the **Summary** window, review the configuration and if necessary edit any of the files.

Figure 21: Summary



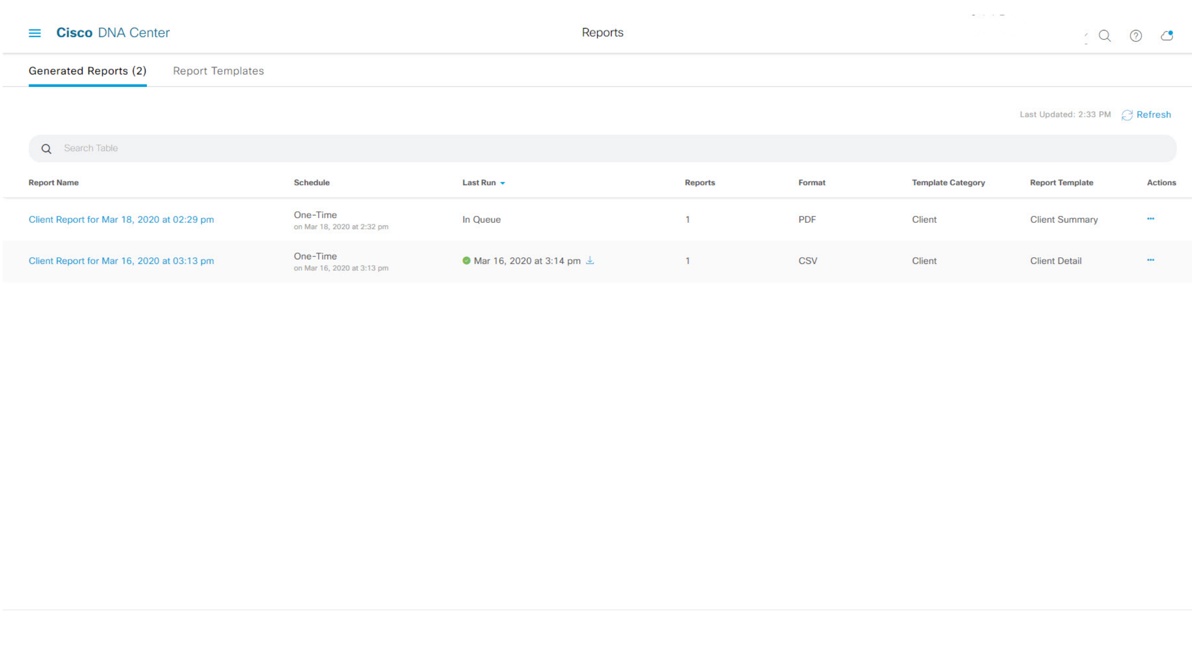
Click the **Next** button.

After the report is generated, a success window appears.

Step 13 Click the **View the Generated Reports** link.

The **Generated Reports** window opens with instance details of the report that was scheduled.

Figure 22: Generated Reports



What to do next

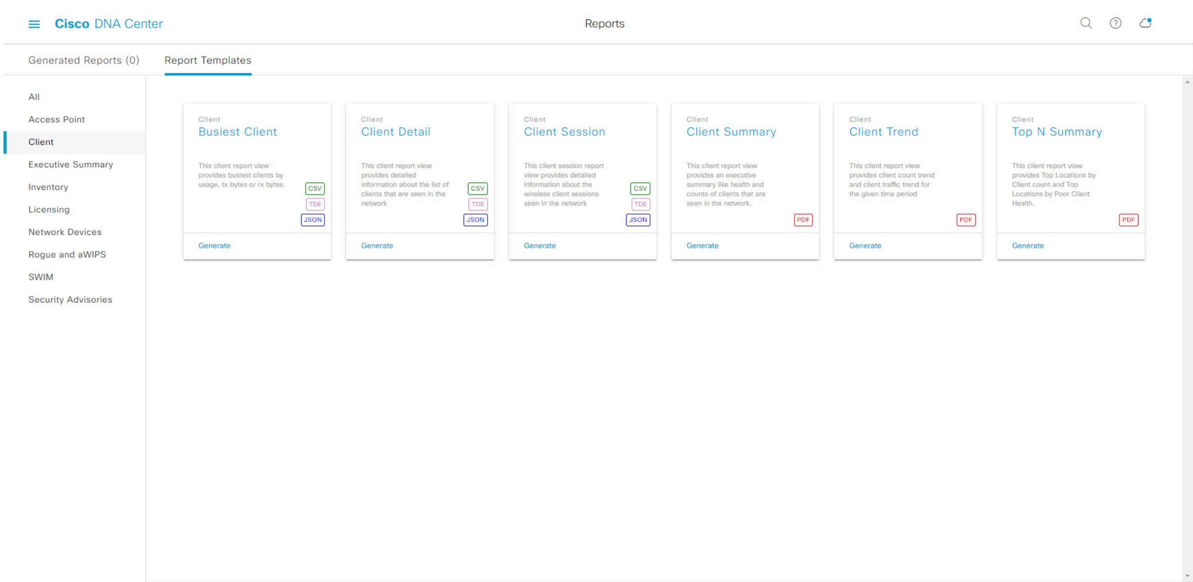
Proceed to review your report instance in **Generated Reports** window.

> **Note** You can download, review, edit, duplicate, or delete the report in the **Generated Reports** window. For additional information, see View Generated Reports, on page 83.

Run a Client Report

Perform this procedure to configure specialized **Client** reports for your network. You can configure **Client** reports using the **Reports** window in the Cisco DNA Center GUI.

Figure 23: Client Reports



Before you begin

- Run a successful **Discovery** job in Cisco DNA Center. You can check whether a **Discovery** job is successful in **Device Inventory**. From the Menu icon (☰), choose **Provision** > **Inventory** to view the results.

Step 1 In the Cisco DNA Center GUI, click the **Menu** icon (☰) and choose **Reports** > **Report Templates**.

The **Report Templates** window opens and displays the supported reporting categories. A link represents each category. Click a link to view only the supported reports for that category.

For this release, reporting is supported for the following categories:

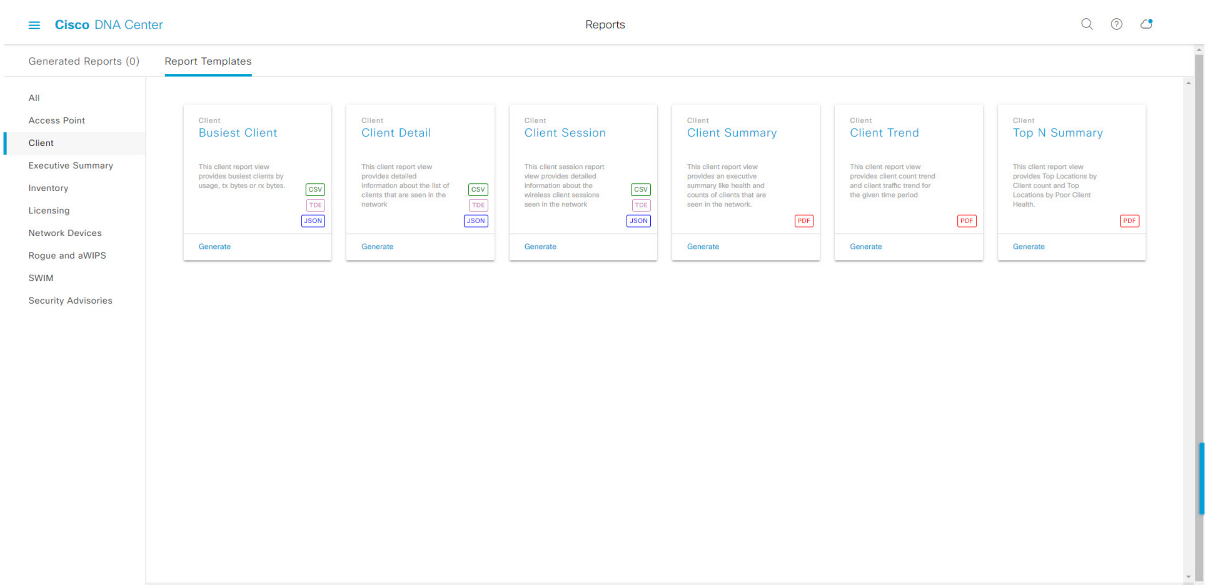
- **Access Point**: Reports that provide data about Access Points and Access Point Radios.
- **Client**: Reports that help with analyzing how the clients are performing in the network.

- **Executive Summary**: Report that helps with analyzing how devices, applications, and clients are performing in the network.
- **Inventory**: Report listing devices discovered by Cisco DNA Center.
- **Licensing**: Reports that lists devices that noncompliant devices and the reasons for noncompliance.
- **Network Devices**: Reports that provide data about the devices within your network.
- **Rogue and aWIPS**: Reports that provide data about threats within your network.
- **SWIM**: Report listing all the devices in network with software and versioning.
- **Security Advisories**: Report that provides Cisco security advisory information on the network devices.

Note The Access Point, Client, and Executive Summary reports support up to 90 days of data retention.

Step 2 After clicking on a link, review the **Report Templates** window for that selected category.

Figure 24: Reports Templates Window



The **Report Templates** window displays supported report templates. Each template is represented by a tile and contains information about the report and links to configure (generate) a report. Determine which template you wish to use to generate a report. For example, for a **Client** report you can create a **Busiest Client**, **Client Summary**, **Client Detail** , **Top N Summary**, **Client Trend**, or **Client Session** report. Within each tile are also icons that represent the supported file types for the reports (PDF, CSV, TDE, or JSON).

Step 3 In the tile, click the header to view a sample report.

A window appears for the sample report. Use the side bar in the window to scroll down and review the entire sample report. For some of the client reports, the following data is presented:

- Applied filters (data filters that were used to build the report).
- Data metrics and summaries
- Graphical representation of the data (including line, bar, and pie graphs).

- Tables that assist you in analyzing the data.

Note You can use the sample report to plan how you want your report to look.

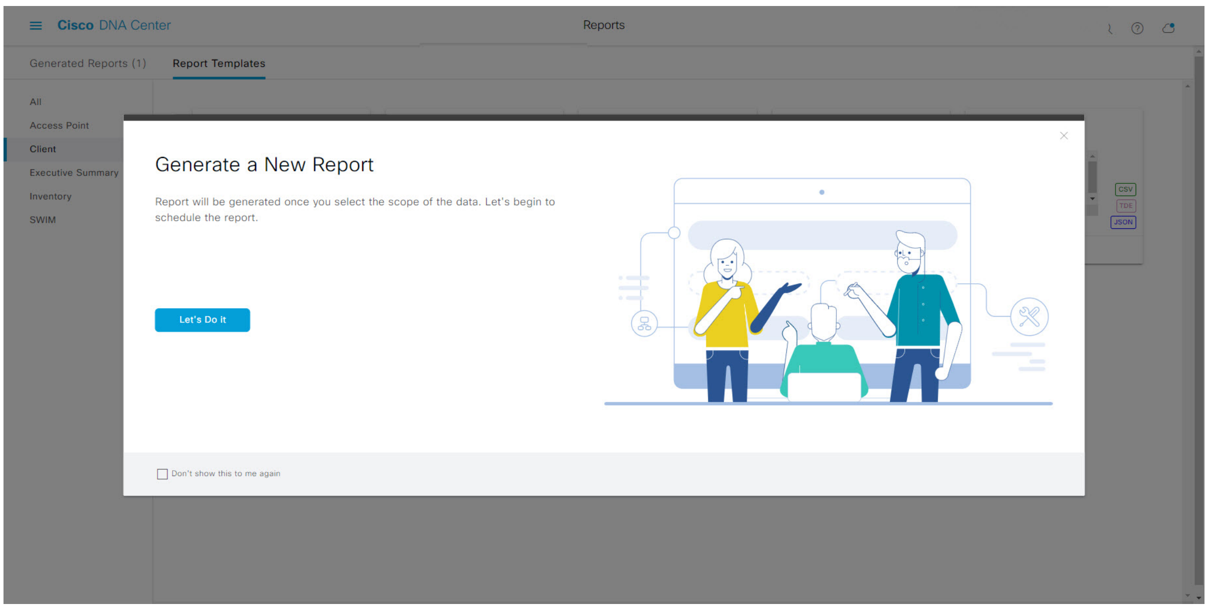
Step 4 Click **X** to close the preview.

Step 5 In the tile, click the **Generate** link to configure parameters to build a report.

The **Generate** window opens where you can select a format type for the report, apply data filters for your reports, as well as set up schedules for the actual report generation.

Step 6 In the **Generate a New Report** window, click **Let's Do It** to get started.

Figure 25: Generate a New Report



The **Select Report Template** window opens.

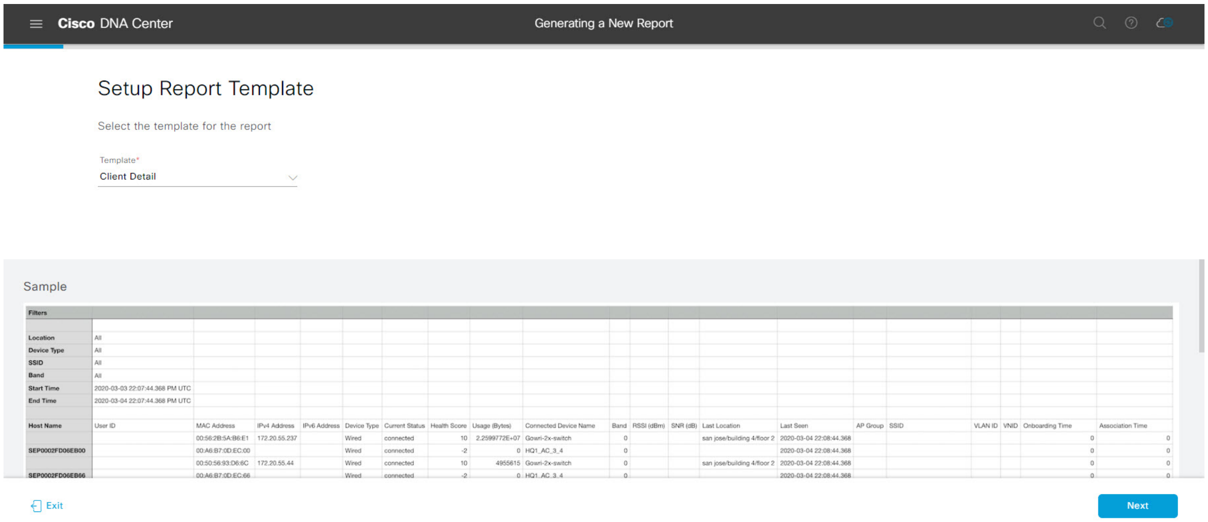
Step 7 In the **Select Report Template** window, select the template for the report.

Choose the **Template** from the drop-down lists.

Note The **Template** consists of the individual report types within the categories for the release.

You can review an autogenerated sample in the same window.

Figure 26: Setup Report Template



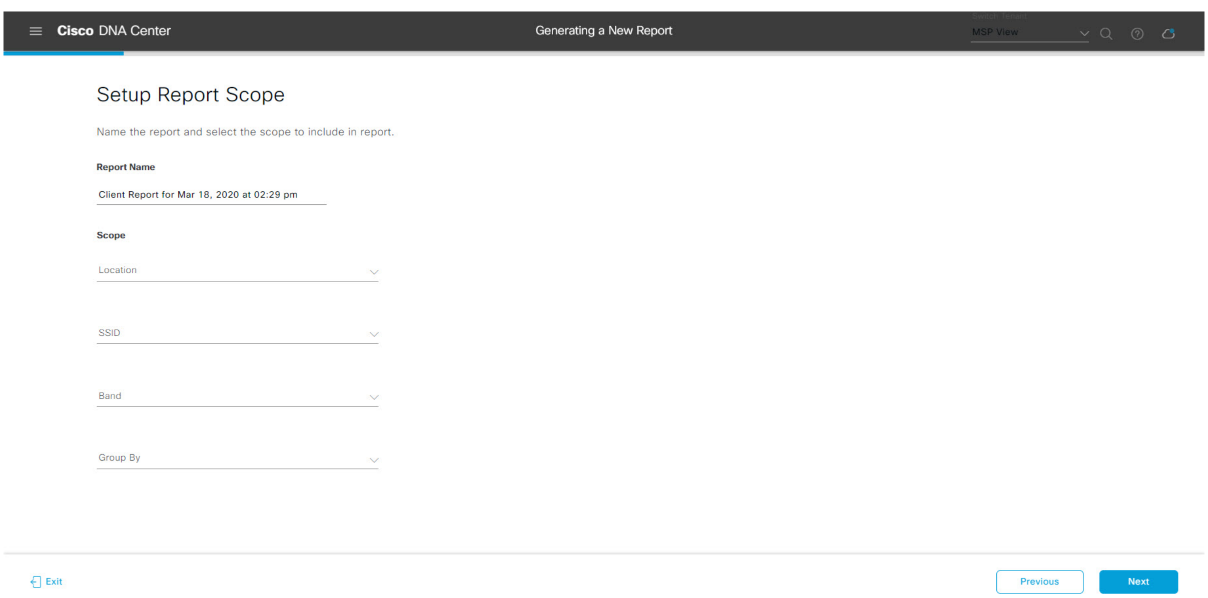
Click **Next** to proceed. The **Setup Report Scope** window opens.

Step 8 In the **Setup Report Scope** window, name the report and select the scope.

Enter a report name in the **Report Name** field and click in the **Scope** field to display the available filter. Click the filter options that you want for the report.

Note The **Setup Report Scope** options change depending upon the selected **Template**.

Figure 27: Setup Report Scope



Click **Next** to proceed. The **Select File Type** window opens.

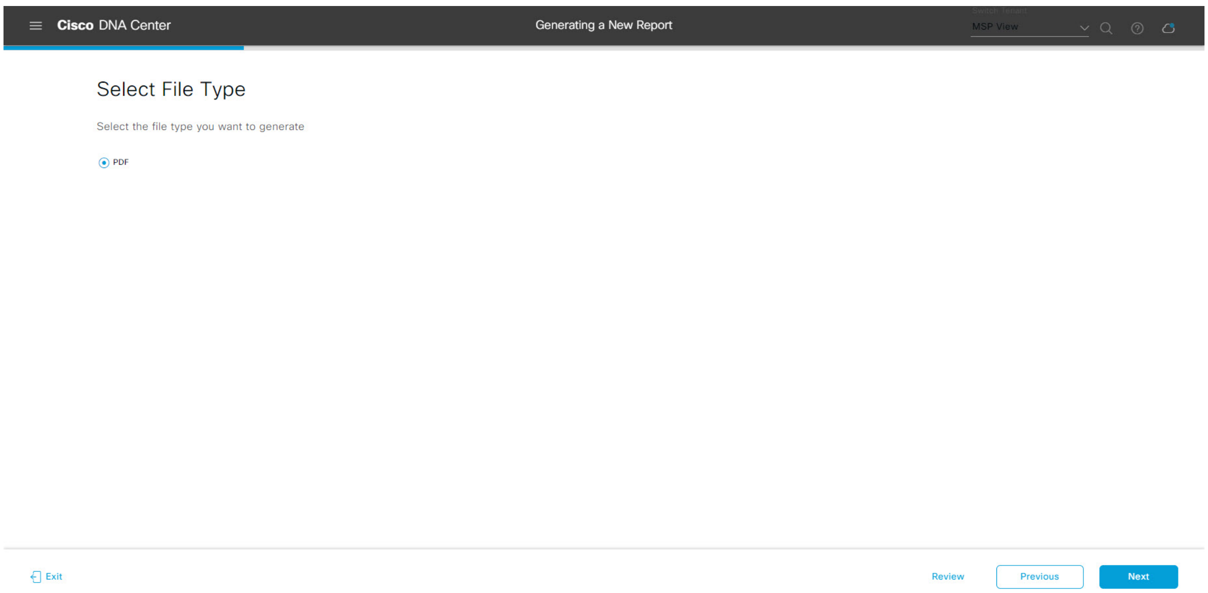
Step 9 In the **Select File Type** window, select the file type for the report.

Depending upon the report that you are creating, the following **File Type** options may be available:

- **PDF**
- **CSV**
- **Tableau Data Extract**
- **JSON**

For the **CSV**, **JSON**, and **Tableau Data Extract** file types, a **Fields** option displays that permits you to select attributes (additional fields) for the CSV, JSON, and Tableau Data Extract results.

Figure 28: Select File Type



Click **Next** to proceed. The **Schedule Report** window opens.

Step 10 In the **Schedule Report** window, select the time range and schedule for the report.

The following **Time Range** options are available:

- **Last 3 hours**
- **Last 24 hours**
- **Last 7 days**
- **Custom**

Note Clicking **Custom** opens up fields where you can choose the date and time interval per the specific report type, as well as the time zone (GMT) for the time range.

The following **Schedule** options are available:

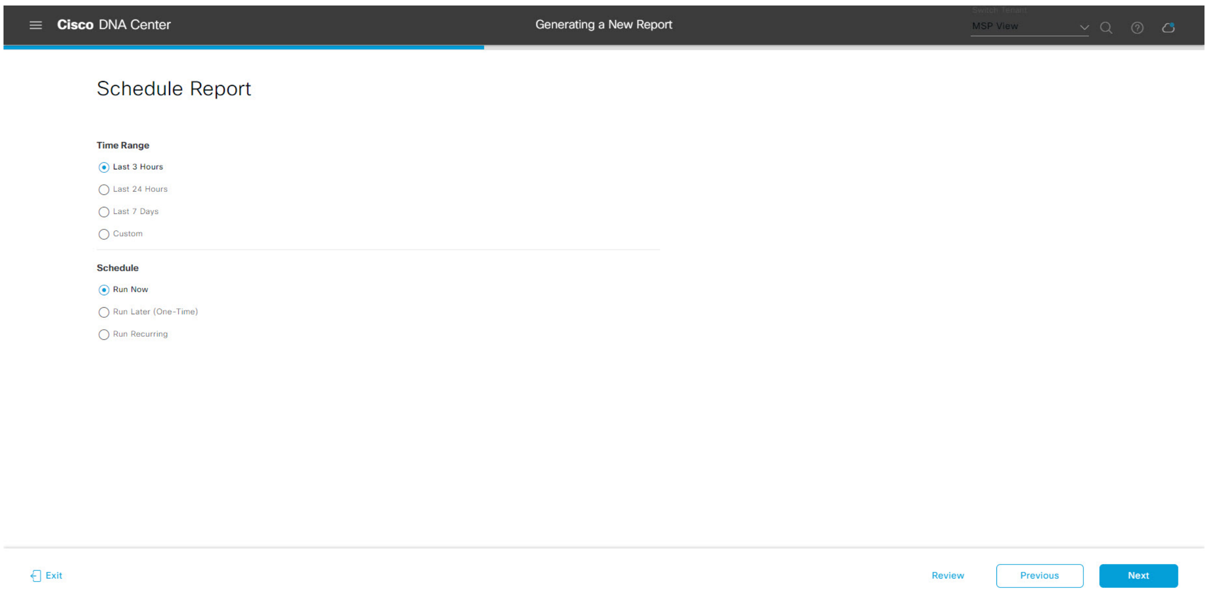
- **Run Now**
- **Run Later**

- **Run Recurring**

You can also select a time zone for the report when configuring with the following **Schedule** options:

- **Custom**
- **Run Later (One Time)**
- **Run Recurring**

Figure 29: Schedule Report



Click **Next** to proceed. The **Delivery and Notification** window opens.

Step 11 In the **Delivery and Notification** window, select the Delivery mechanism for the report.

The options include:

- **Email Report**: Email report is sent as a link or attachment.

  Note If you have not yet configured an SMTP server for the emails, you will be prompted to configure one. Follow the prompts to the **Email** tab in the GUI to configure a SMTP server. Click **System** > **Settings** > **External Services** > **Destinations** > **Email** tab.

  - **Link**: The email notification of a successfully compiled report has a link back to itself and the **Generated Reports** page under **Reports**. You can view and download the report from this link and location.

    Note Up to 20 email addresses are supported for an email report with a link. For adding more than one email, you must add the email address and press <Enter> on your keyboard. After pressing <Enter>, all the required validations for email are performed and you will be notified if there is anything wrong in the email address syntax.

  - **Attachment**: Report is attached to the email notification.

Note Email notification attachments are only supported for PDF reports. Additionally, the maximum size for a PDF report attached to an email is 20 MB. Up to 10 email addresses are supported for email attachments. For adding more than one email, you must add the email address and press <Enter> on your keyboard. After pressing <Enter>, all the required validations for email are performed and you will be notified if there is anything wrong in the email address syntax.

Cisco DNA Center sends the following email notifications for the report:

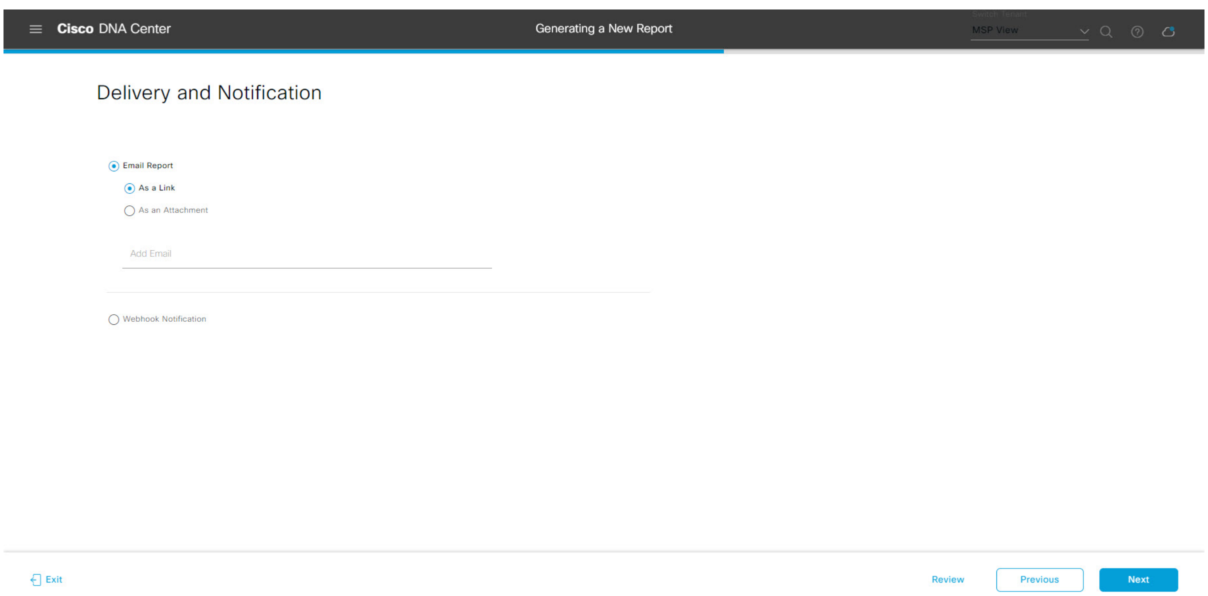
- Report is in the queue waiting to be processed.
- Report processing is in progress.
- Report has successfully been compiled and is completed.

- **Webhook Notification**: Notification is sent as a webhook to the configured webhook URL address (callback URL). Select a webhook from the drop-down list **(Subscription Profile** field).

Note If you have not yet created a webhook, you will be prompted to create one. Follow the prompts to the **Webhook** tab in the GUI to configure a webhook. In general, to configure a webhook, click **System** > **Settings** > **External Services** > **Destinations** > **Webhook** tab.

You will receive status webhook notifications for the report. For example, you will receive "In Queue", "In Progress", and "Success" webhook notifications. You will also be able to view these notifications in the GUI.

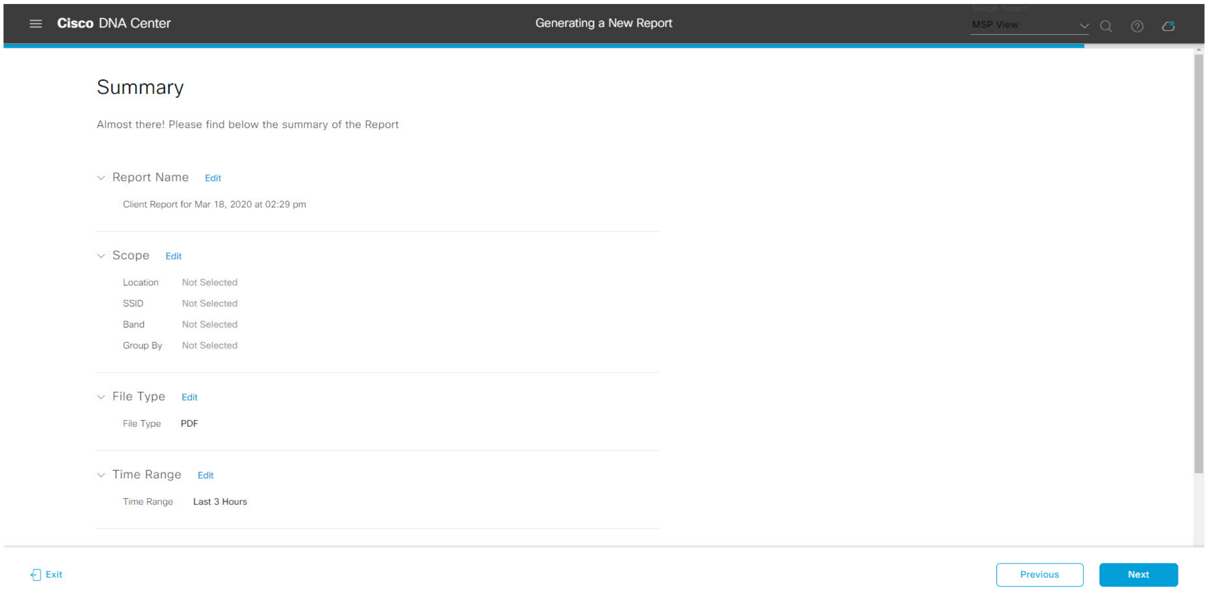
Figure 30: Delivery and Notification



Click **Next** to proceed. The **Summary** window opens.

Step 12 In the **Summary** window, review the configuration and if necessary edit any of the files.

Figure 31: Summary



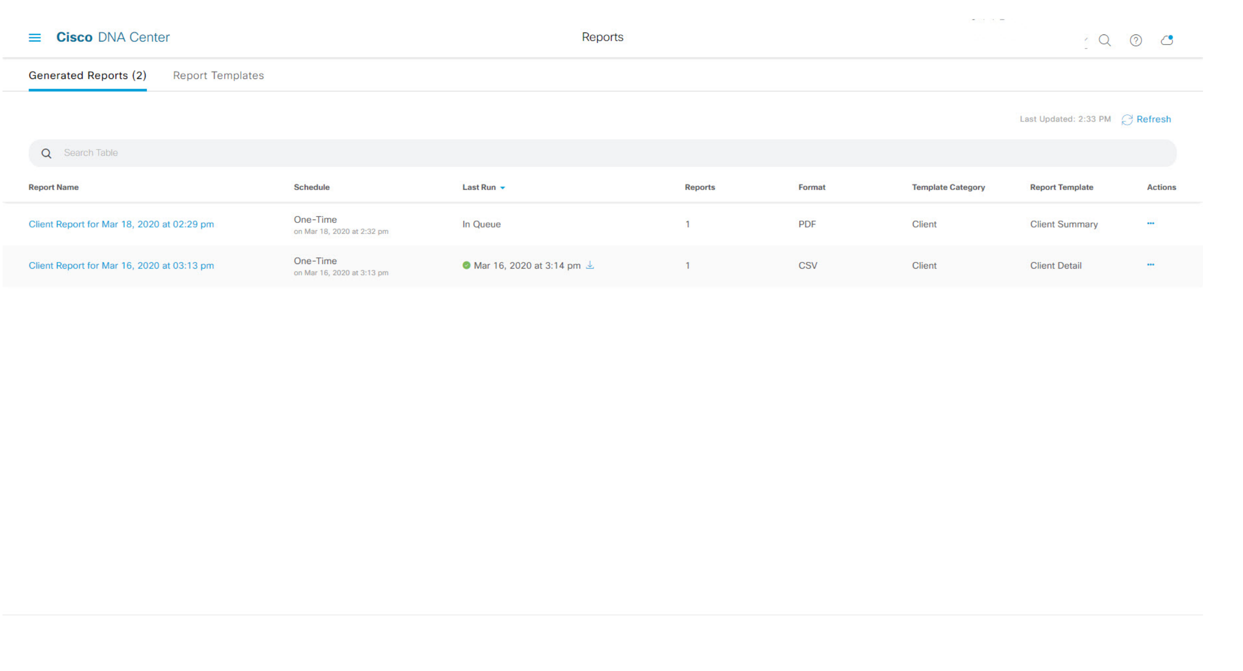
Click the **Next** button.

After the report is generated, a success window appears.

Step 13 Click the **View the Generated Reports** link.

The **Generated Reports** window opens with instance details of the report that was scheduled.

Figure 32: Generated Reports



What to do next

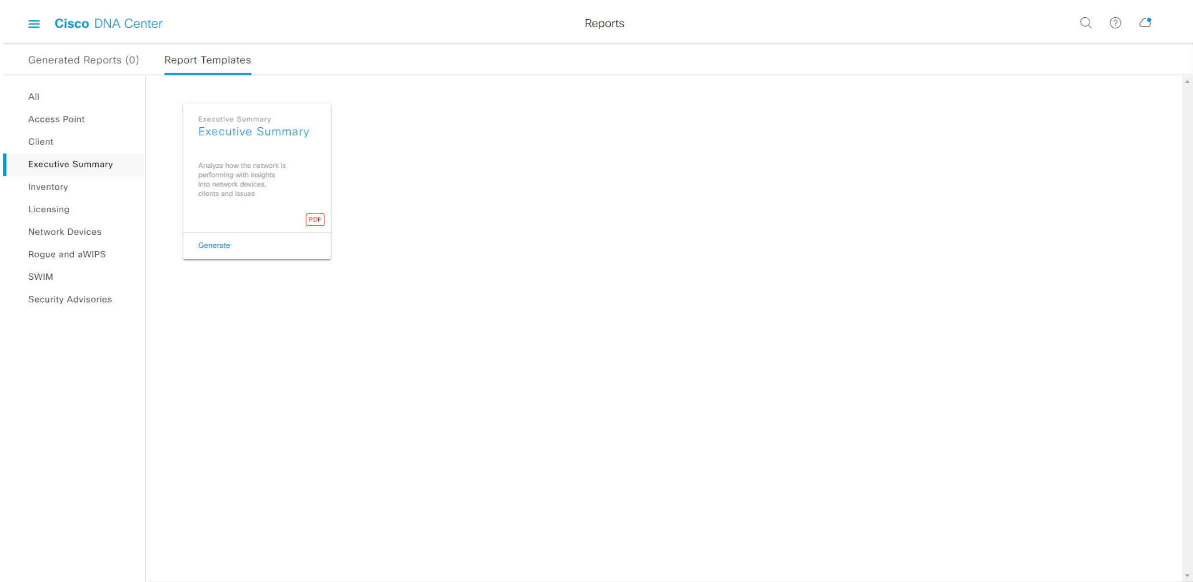
Proceed to review your report instance in **Generated Reports** window.

Note You can download, review, edit, duplicate, or delete the report in the **Generated Reports** window. For additional information, see View Generated Reports, on page 83.

Run an Executive Summary Report

Perform this procedure to configure **Executive Summary** reports for your network. You can configure **Executive Summary** reports using the **Reports** window in the Cisco DNA Center GUI.

Figure 33: Executive Summary Reports



Before you begin

- Run a successful **Discovery** job in Cisco DNA Center. You can check whether a **Discovery** job is successful in **Device Inventory**. From the Menu icon (☰), choose **Provision** > **Inventory** to view the results.

Step 1 In the Cisco DNA Center GUI, click the **Menu** icon (☰) and choose **Reports** > **Report Templates**.

The **Report Templates** window opens and displays the supported reporting categories. A link represents each category. Click a link to view only the supported reports for that category.

For this release, reporting is supported for the following categories:

- **Access Point**: Reports that provide data about Access Points and Access Point Radios.
- **Client**: Reports that help with analyzing how the clients are performing in the network.

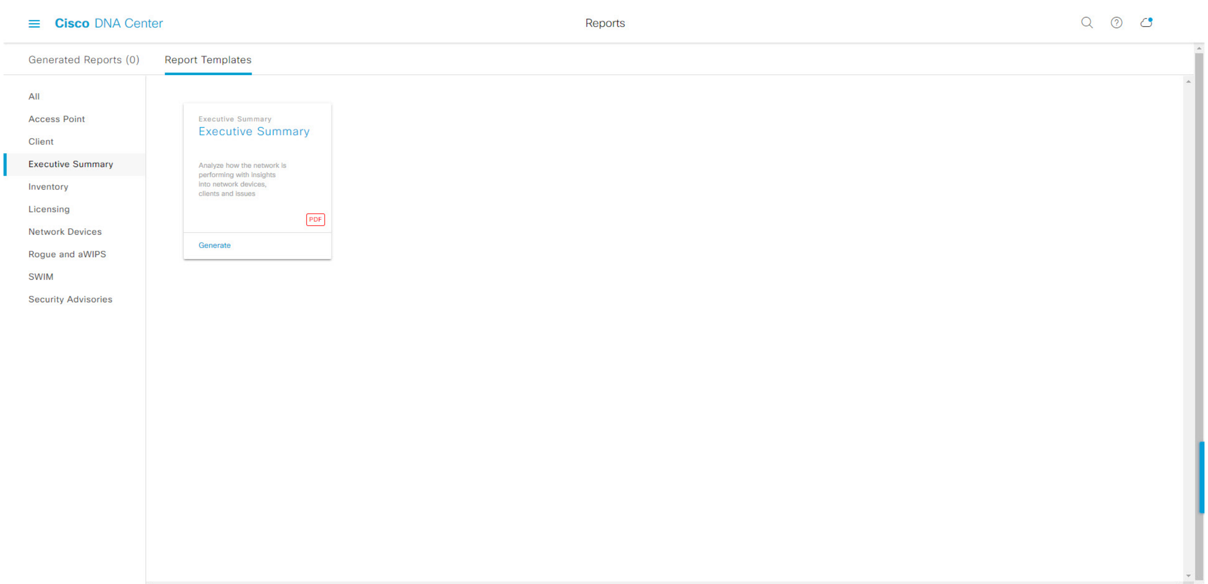
- **Executive Summary**: Report that helps with analyzing how devices, applications, and clients are performing in the network.
- **Inventory**: Report listing devices discovered by Cisco DNA Center.

  If the individual counts for devices (wireless or wired clients, routers, switches, APs, and so on) exceed 200,000, the count is an estimated count.
- **Licensing**: Reports that lists devices that noncompliant devices and the reasons for noncompliance.
- **Network Devices**: Reports that provide data about the devices within your network.
- **Rogue and aWIPS**: Reports that provide data about threats within your network.
- **SWIM**: Report listing all the devices in network with software and versioning.
- **Security Advisories**: Report that provides Cisco security advisory information on the network devices.

Note The Access Point, Client, and Executive Summary reports support up to 90 days of data retention.

Step 2 After clicking a link, review the **Report Templates** window for that selected category.

Figure 34: Report Templates Window



The **Report Templates** window displays supported report templates. Each template is represented by a tile and contains information about the report and links to configure (generate) a report. Determine which template you wish to use to generate a report. For example, for an **Executive Summary** report you can create an **Executive Summary** report. Within the tile are also icons that represent the supported file types for the reports (PDF).

Step 3 In the tile, click the header to view a sample report.

A window appears for the sample report. Use the side bar in the window to scroll down and review the entire sample report. The following data is presented:

- Data metrics and summaries
- Graphical representation of the data (including line, bar, and pie graphs).

- Tables that assist you in analyzing the data.

Note You can use the sample report to plan how you want your report to look.

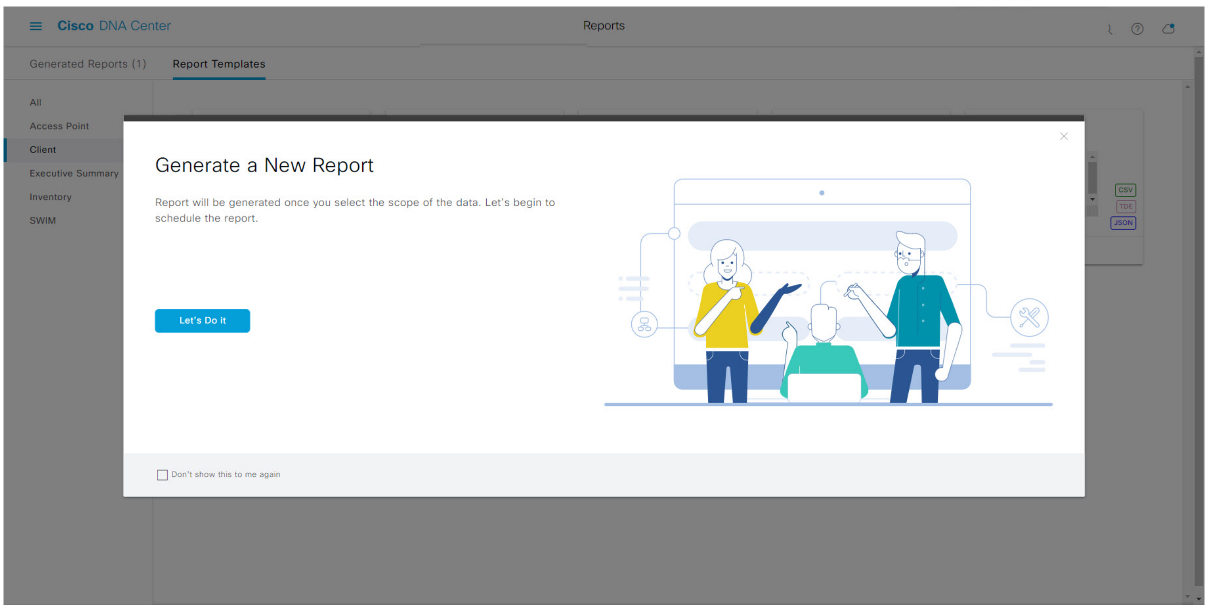
Step 4 Click **X** to close the preview.

Step 5 In the tile, click the **Generate** link to configure parameters to build a report.

The **Generate** window opens where you can select a format type for the report, apply data filters for your reports, as well as set up schedules for the actual report generation.

Step 6 In the **Generate a New Report** window, click **Let's Do It** to get started.

Figure 35: Generate a New Report



The **Select Report Template** window opens.

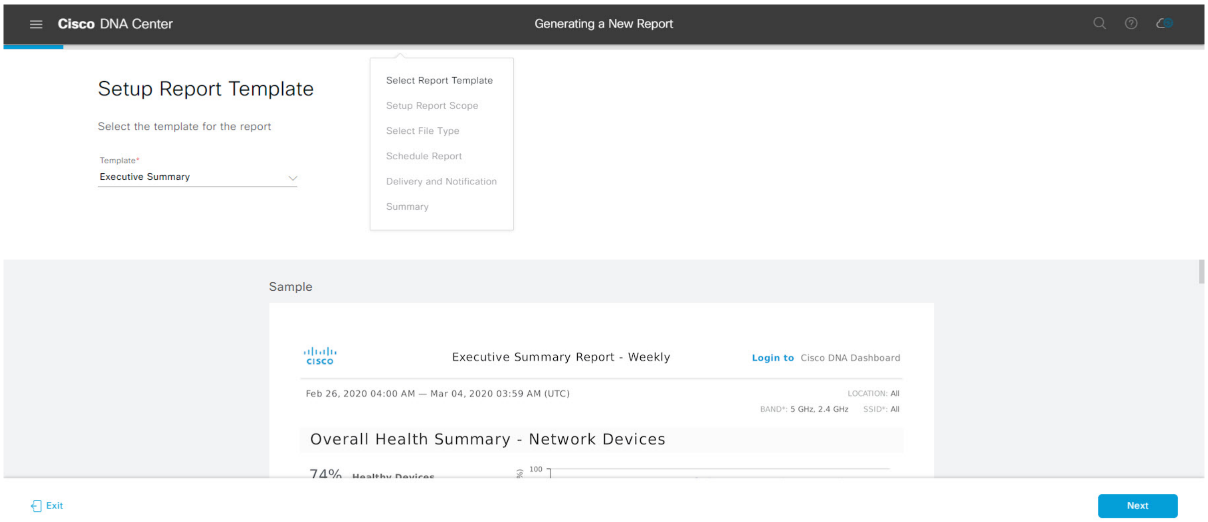
Step 7 In the **Select Report Template** window, select the template for the report.

Choose the **Template** from the drop-down lists.

Note The **Template** consists of the individual report types within the categories for the release.

You can review an autogenerated sample in the same window.

Figure 36: Setup Report Template



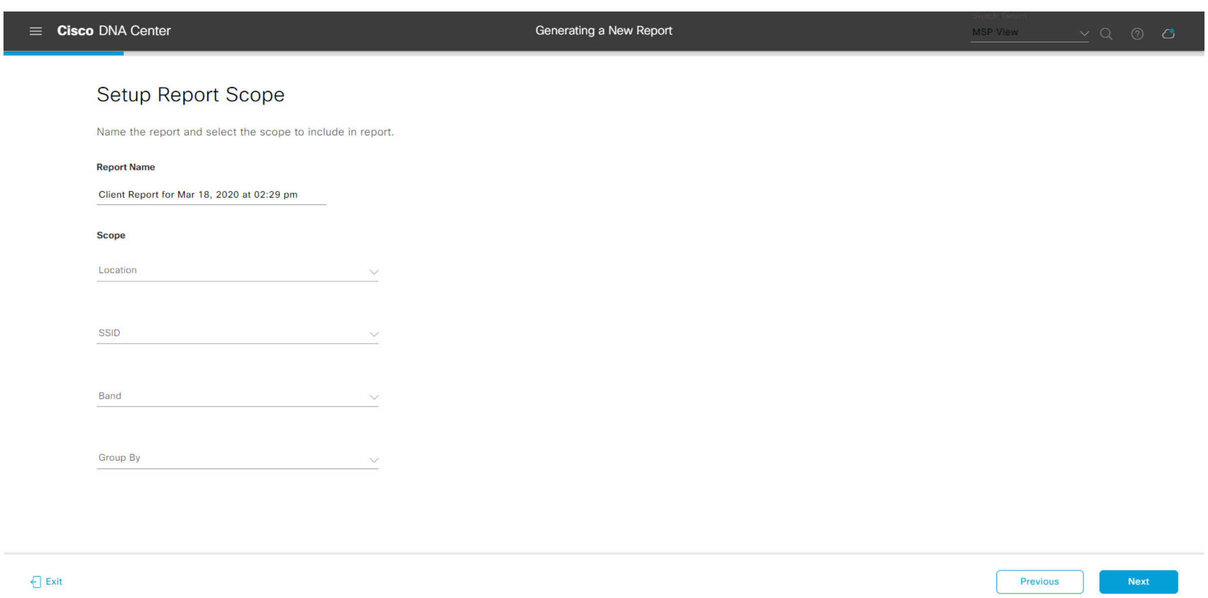
Click **Next** to proceed. The **Setup Report Scope** window opens.

Step 8 In the **Setup Report Scope** window, name the report and select the scope.

Enter a report name in the **Report Name** field and click in the **Scope** field to display the available filter. Click the filter options that you want for the report.

Note The **Setup Report Scope** options change depending upon the selected **Template**.

Figure 37: Setup Report Scope



Click **Next** to proceed. The **Select File Type** window opens.

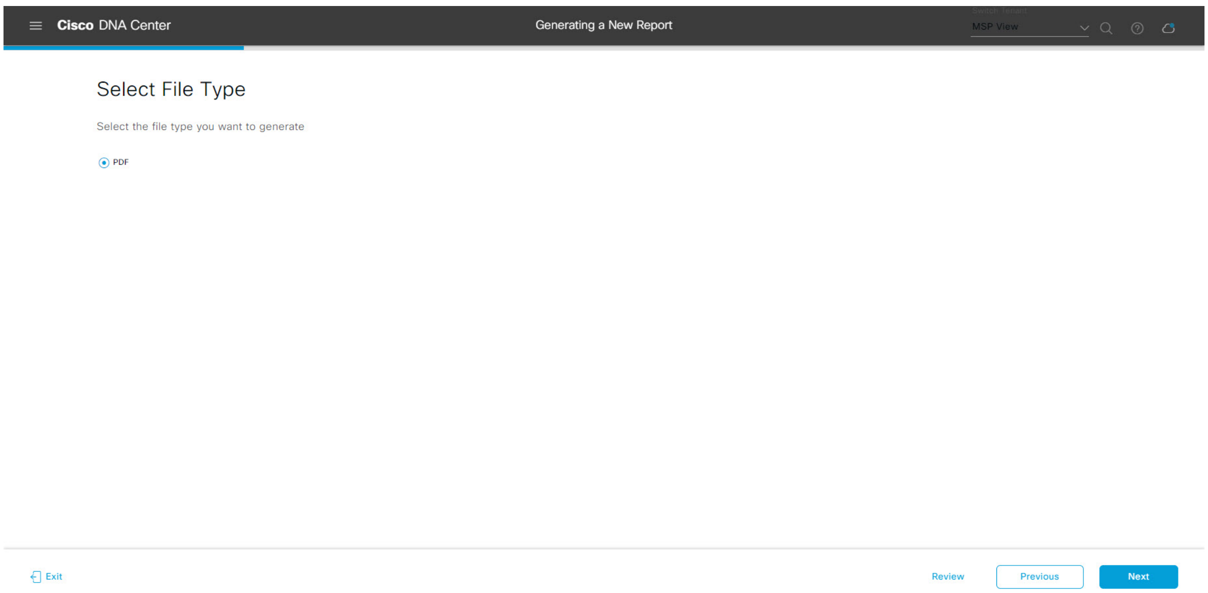
Step 9 In the **Select File Type** window, select the file type for the report.

Depending upon the report that you are creating, the following **File Type** options may be available:

- **PDF**
- **CSV**
- **Tableau Data Extract**
- **JSON**

For the **CSV**, **JSON**, and **Tableau Data Extract** file types, a **Fields** option displays that permits you to select attributes (additional fields) for the CSV, JSON, and Tableau Data Extract results.

Figure 38: Select File Type



Click **Next** to proceed. The **Schedule Report** window opens.

Step 10 In the **Schedule Report** window, select the time range and schedule for the report.

The following **Time Range** options are available:

- **Last 3 hours**
- **Last 24 hours**
- **Last 7 days**
- **Custom**

Note Clicking **Custom** opens up fields where you can choose the date and time interval per the specific report type, as well as the time zone (GMT) for the time range.

The following **Schedule** options are available:

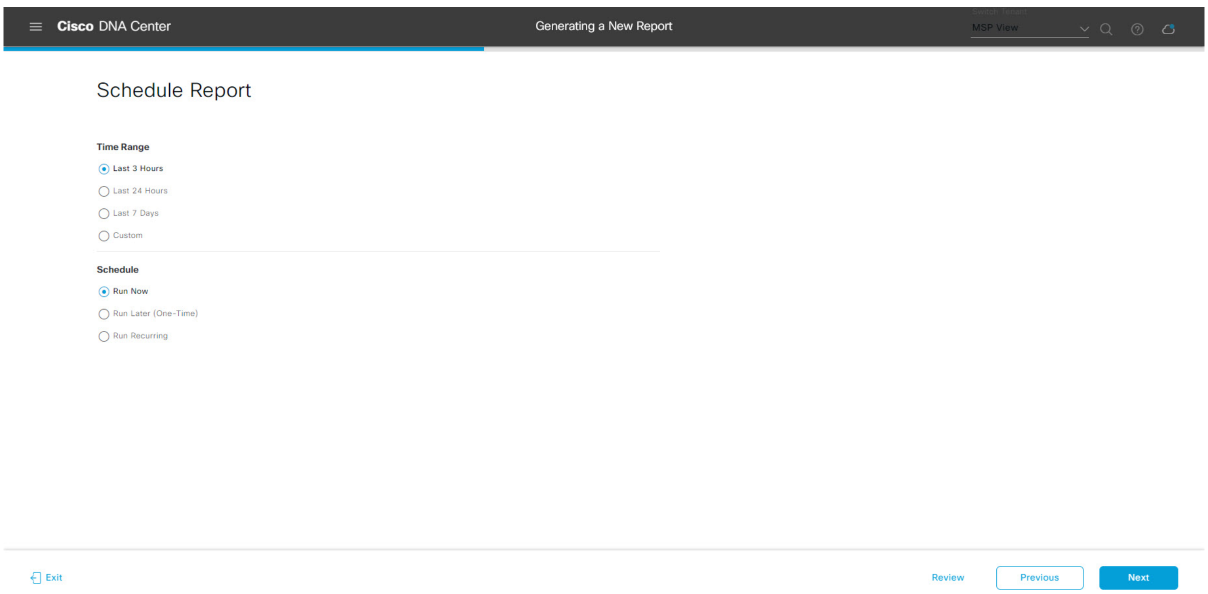
- **Run Now**
- **Run Later**

- **Run Recurring**

You can also select a time zone for the report when configuring with the following **Schedule** options:

- **Custom**
- **Run Later (One Time)**
- **Run Recurring**

Figure 39: Schedule Report



Click **Next** to proceed. The **Delivery and Notification** window opens.

Step 11 In the **Delivery and Notification** window, select the Delivery mechanism for the report.

The options include:

- **Email Report**: Email report is sent as a link or attachment.

  Note If you have not yet configured an SMTP server for the emails, you will be prompted to configure one. Follow the prompts to the **Email** tab in the GUI to configure a SMTP server. Click **System** > **Settings** > **External Services** > **Destinations** > **Email**.

  - **Link**: The email notification of a successfully compiled report has a link back to itself and the **Generated Reports** page under **Reports**. You can view and download the report from this link and location.

    Note Up to 20 email addresses are supported for an email report with a link. For adding more than one email, you must add the email address and press <Enter> on your keyboard. After pressing <Enter>, all the required validations for email are performed and you will be notified if there is anything wrong in the email address syntax.

  - **Attachment**: Report is attached to the email notification.

> **Note** Email notification attachments are only supported for PDF reports. Additionally, the maximum size for a PDF report attached to an email is 20 MB. Up to 10 email addresses are supported for email attachments. For adding more than one email, you must add the email address and press <Enter> on your keyboard. After pressing <Enter>, all the required validations for email are performed and you will be notified if there is anything wrong in the email address syntax.

Cisco DNA Center sends the following email notifications for the report:

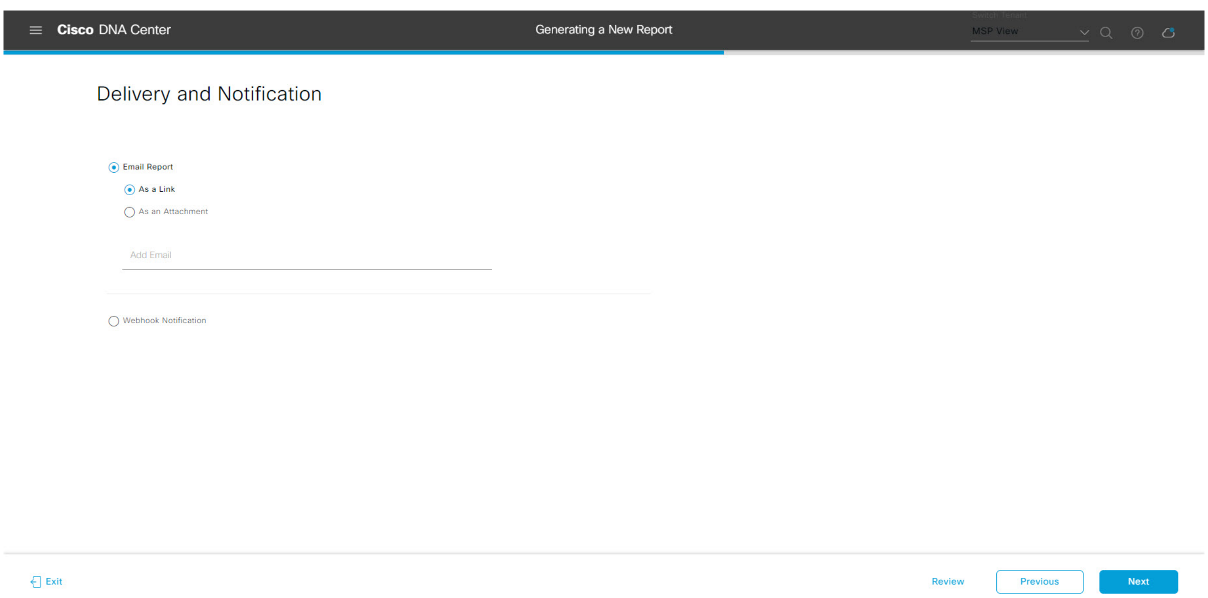
- Report is in the queue waiting to be processed.
- Report processing is in progress.
- Report has successfully been compiled and is completed.

- **Webhook Notification**: Notification is sent as a webhook to the configured webhook URL address (callback URL). Select a webhook from the drop-down list **(Subscription Profile** field).

> **Note** If you have not yet created a webhook, you will be prompted to create one. Follow the prompts to the **Webhook** tab in the GUI to configure a webhook. In general, to configure a webhook, click **System** > **Settings** > **External Services** > **Destinations** > **Webhook** tab.

You will receive status webhook notifications for the report. For example, you will receive "In Queue", "In Progress", and "Success" webhook notifications. You will also be able to view these notifications in the GUI.

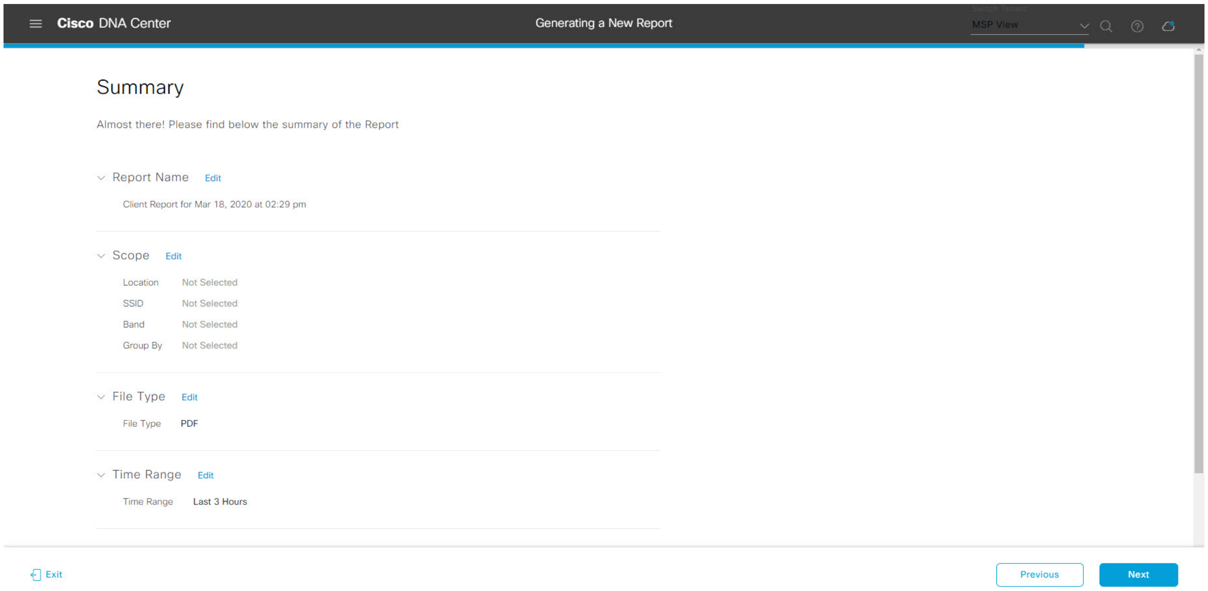
Figure 40: Delivery and Notification



Click **Next** to proceed. The **Summary** window opens.

Step 12 In the **Summary** window, review the configuration and if necessary edit any of the files.

Figure 41: Summary



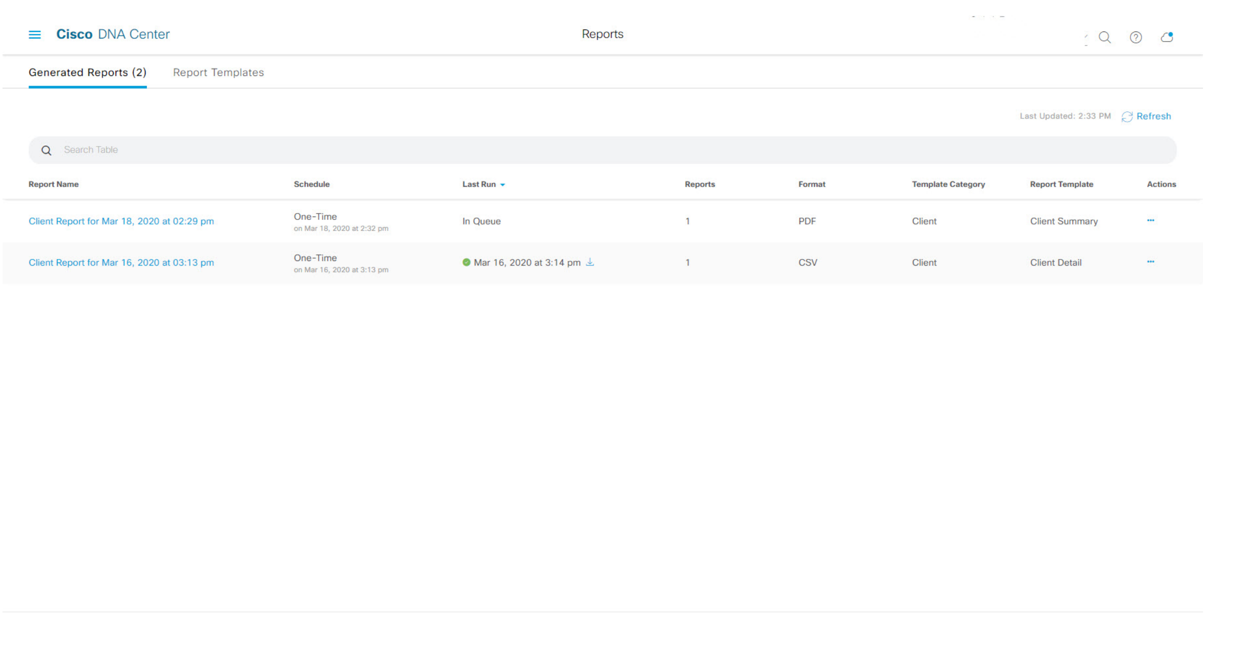
Click the **Next** button.

After the report is generated, a success window appears.

Step 13 Click the **View the Generated Reports** link.

The **Generated Reports** window opens with instance details of the report that was scheduled.

Figure 42: Generated Reports



What to do next

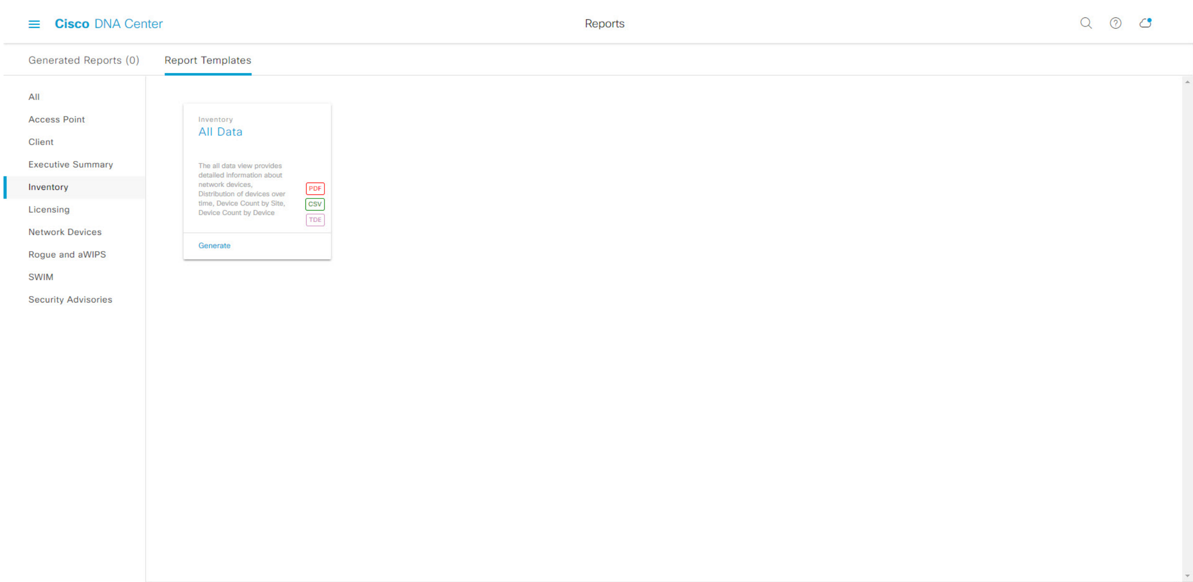
Proceed to review your report instance in **Generated Reports** window.

Note You can download, review, edit, duplicate, or delete the report in the **Generated Reports** window. For additional information, see View Generated Reports, on page 83.

Run an Inventory Report

Perform this procedure to configure **Inventory** reports for your network. You can configure **Inventory** reports using the **Reports** window in the Cisco DNA Center GUI.

Figure 43: Inventory Reports



Before you begin

- Run a successful **Discovery** job in Cisco DNA Center. You can check whether a **Discovery** job is successful in **Device Inventory**. From the Menu icon (☰), choose **Provision** > **Inventory** to view the results.

Step 1 In the Cisco DNA Center GUI, click the **Menu** icon (☰) and choose **Reports** > **Report Templates**.

The **Report Templates** window opens and displays the supported reporting categories. A link represents each category. Click a link to view only the supported reports for that category.

For this release, reporting is supported for the following categories:

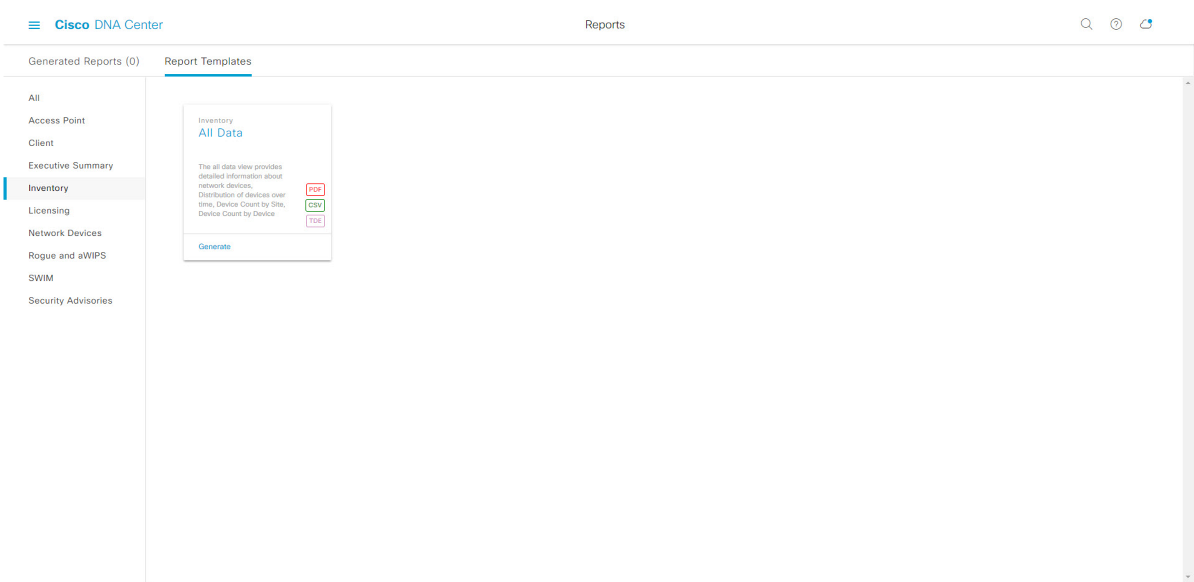
- **Access Point**: Reports that provide data about Access Points and Access Point Radios.
- **Client**: Reports that help with analyzing how the clients are performing in the network.

- **Executive Summary**: Report that helps with analyzing how devices, applications, and clients are performing in the network.
- **Inventory**: Report listing devices discovered by Cisco DNA Center.
- **Licensing**: Reports that lists devices that noncompliant devices and the reasons for noncompliance.
- **Network Devices**: Reports that provide data about the devices within your network.
- **Rogue and aWIPS**: Reports that provide data about threats within your network.
- **SWIM**: Report listing all the devices in network with software and versioning.
- **Security Advisories**: Report that provides Cisco security advisory information on the network devices.

Note The Access Point, Client, and Executive Summary reports support up to 90 days of data retention.

Step 2 After clicking a link, review the **Report Templates** window for that selected category.

Figure 44: Report Templates Window



The **Report Templates** window displays supported report templates. Each template is represented by a tile and contains information about the report and links to configure (generate) a report. Determine which template you wish to use to generate a report. For example, for an **Inventory** report you can create an **All Data** report. Within the tile are also icons that represent the supported file types for the reports (PDF, CSV, or TDE).

Step 3 In the tile, click the header to view a sample report.

A window appears for the sample report. Use the side bar in the window to scroll down and review the entire sample report. The following data is presented:

- Applied filters (data filters that were used to build the report).
- Data metrics and summaries
- Graphical representation of the data (including line, bar, and pie graphs).

- Tables that assist you in analyzing the data.

Note You can use the sample report to plan how you want your report to look.

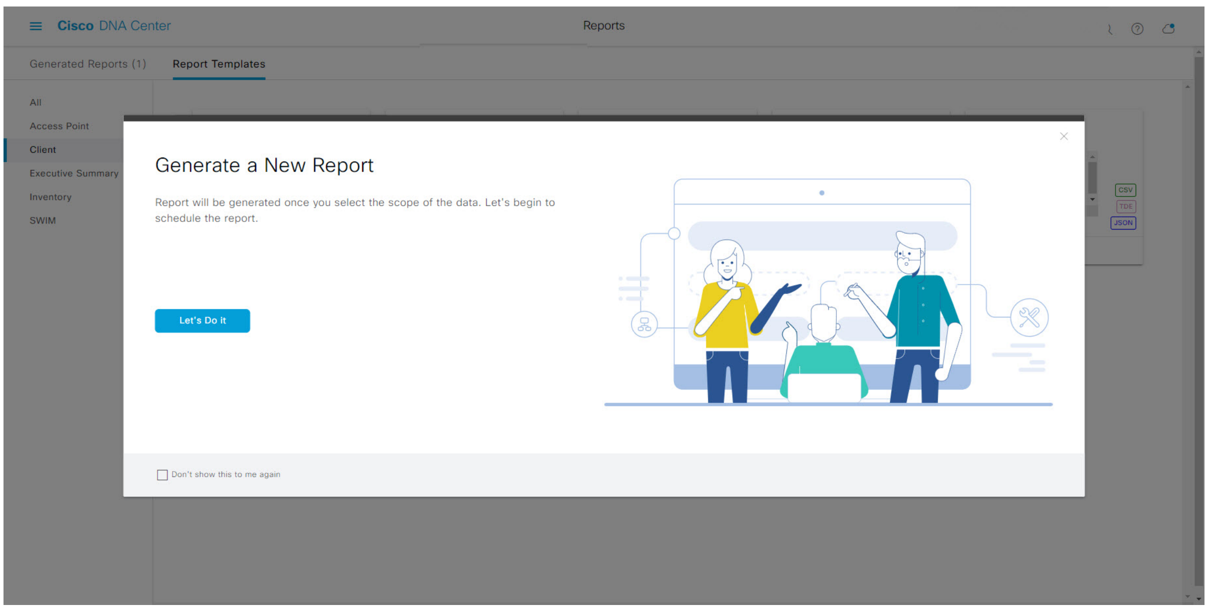
Step 4 Click **X** to close the preview.

Step 5 In the tile, click the **Generate** link to configure parameters to build a report.

The **Generate** window opens where you can select a format type for the report, apply data filters for your reports, as well as set up schedules for the actual report generation.

Step 6 In the **Generate a New Report** window, click **Let's Do It** to get started.

Figure 45: Generate a New Report



The **Select Report Template** window opens.

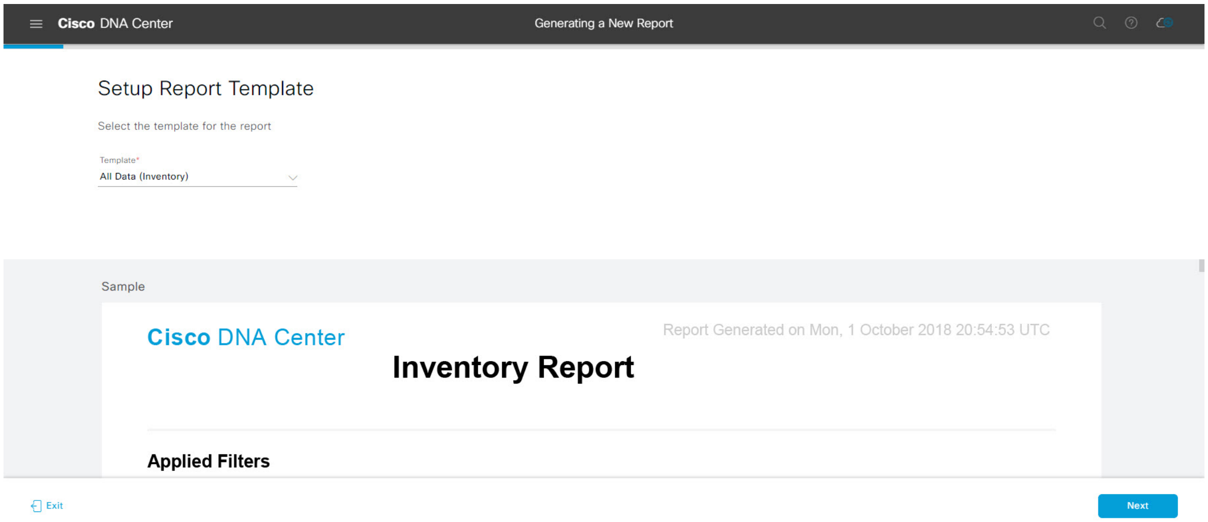
Step 7 In the **Select Report Template** window, select the template for the report.

Choose the **Template** from the drop-down lists.

Note The **Template** consists of the individual report types within the categories for the release.

You can review an autogenerated sample in the same window.

Figure 46: Setup Report Template



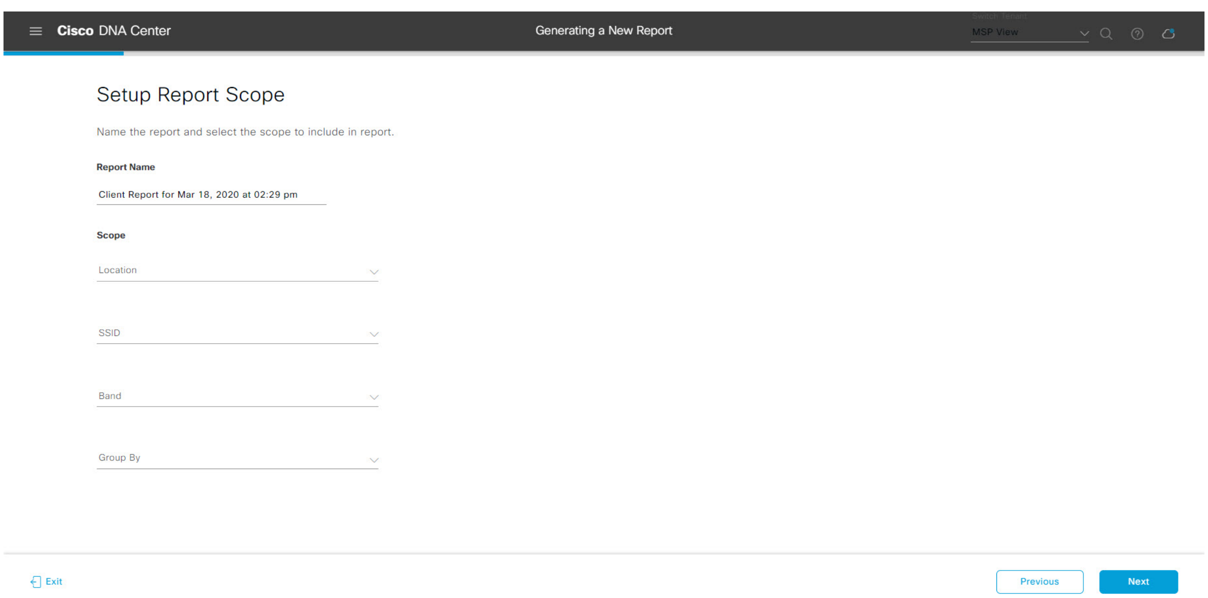
Click **Next** to proceed. The **Setup Report Scope** window opens.

Step 8 In the **Setup Report Scope** window, name the report and select the scope.

Enter a report name in the **Report Name** field and click in the **Scope** field to display the available filter. Click the filter options that you want for the report.

Note The **Setup Report Scope** options change depending upon the selected **Template**.

Figure 47: Setup Report Scope



Click **Next** to proceed. The **Select File Type** window opens.

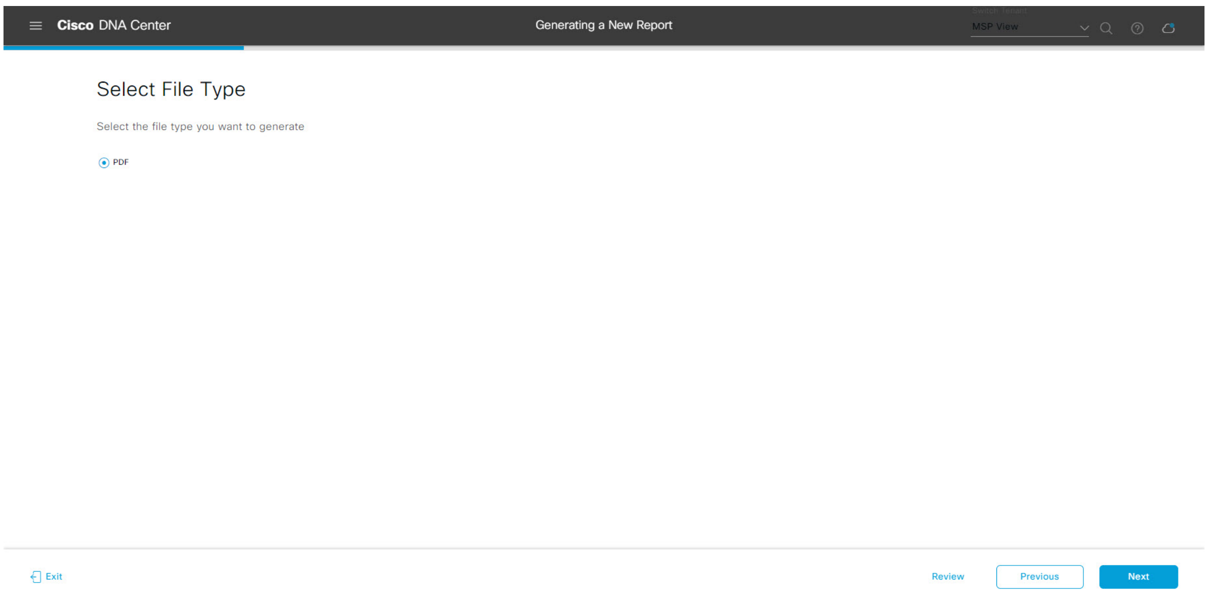
Step 9 In the **Select File Type** window, select the file type for the report.

Depending upon the report that you are creating, the following **File Type** options may be available:

- **PDF**
- **CSV**
- **Tableau Data Extract**
- **JSON**

For the **CSV**, **JSON**, and **Tableau Data Extract** file types, a **Fields** option displays that permits you to select attributes (additional fields) for the CSV, JSON, and Tableau Data Extract results.

Figure 48: Select File Type



Click **Next** to proceed. The **Schedule Report** window opens.

Step 10 In the **Schedule Report** window, select the time range and schedule for the report.

The following **Time Range** options are available:

- **Last 3 hours**
- **Last 24 hours**
- **Last 7 days**
- **Custom**

Note Clicking **Custom** opens up fields where you can choose the date and time interval per the specific report type, as well as the time zone (GMT) for the time range.

The following **Schedule** options are available:

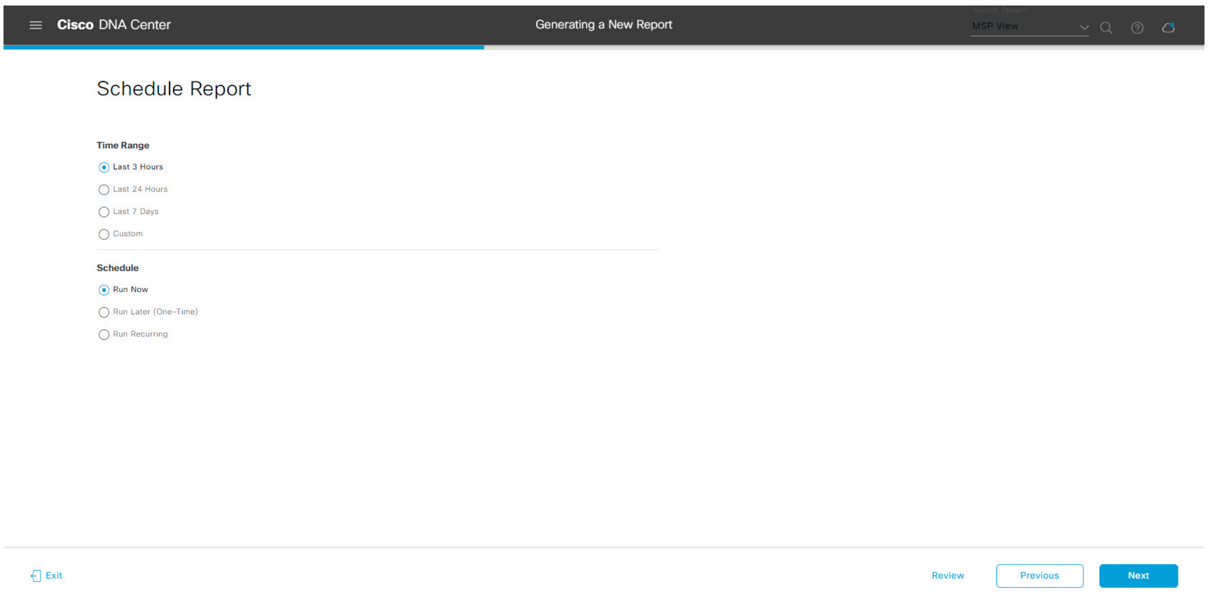
- **Run Now**
- **Run Later**

- **Run Recurring**

You can also select a time zone for the report when configuring with the following **Schedule** options:

- **Custom**
- **Run Later (One Time)**
- **Run Recurring**

Figure 49: Schedule Report



Click **Next** to proceed. The **Delivery and Notification** window opens.

Step 11 In the **Delivery and Notification** window, select the Delivery mechanism for the report.

The options include:

- **Email Report**: Email report is sent as a link or attachment.

  Note If you have not yet configured an SMTP server for the emails, you will be prompted to configure one. Follow the prompts to the **Email** tab in the GUI to configure a SMTP server. Click **System** > **Settings** > **External Services** > **Destinations** > **Email**.

  - **Link**: The email notification of a successfully compiled report has a link back to itself and the **Generated Reports** page under **Reports**. You can view and download the report from this link and location.

    Note Up to 20 email addresses are supported for an email report with a link. For adding more than one email, you must add the email address and press <Enter> on your keyboard. After pressing <Enter>, all the required validations for email are performed and you will be notified if there is anything wrong in the email address syntax.

  - **Attachment**: Report is attached to the email notification.

Note Email notification attachments are only supported for PDF reports. Additionally, the maximum size for a PDF report attached to an email is 20 MB. Up to 10 email addresses are supported for email attachments. For adding more than one email, you must add the email address and press <Enter> on your keyboard. After pressing <Enter>, all the required validations for email are performed and you will be notified if there is anything wrong in the email address syntax.

Cisco DNA Center sends the following email notifications for the report:

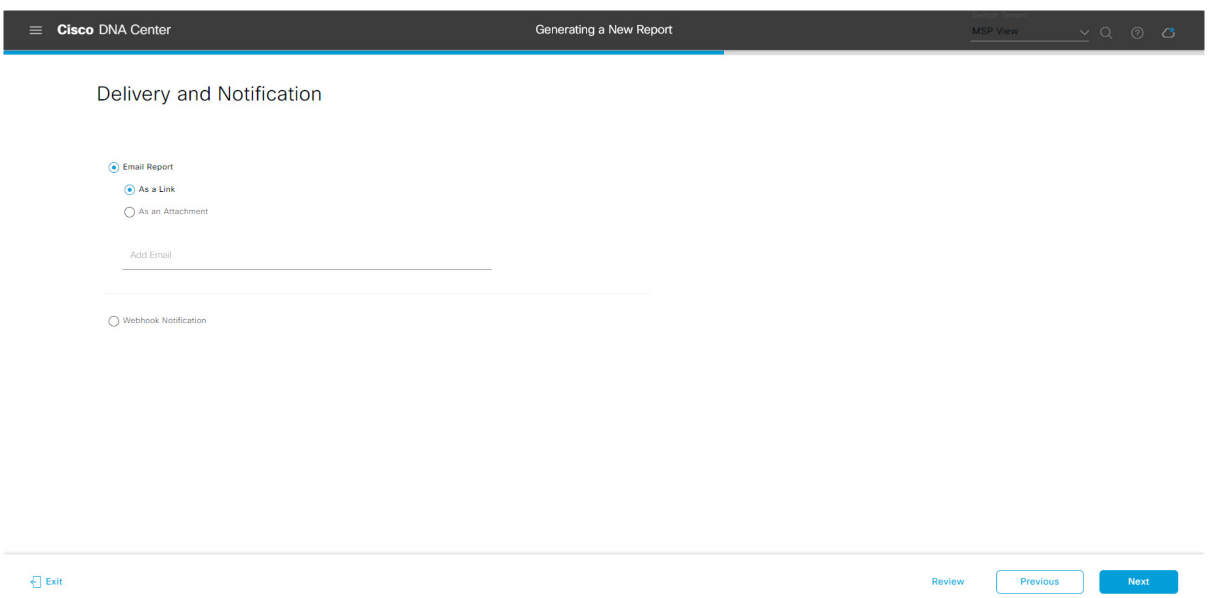
- Report is in the queue waiting to be processed.
- Report processing is in progress.
- Report has successfully been compiled and is completed.

- **Webhook Notification**: Notification is sent as a webhook to the configured webhook URL address (callback URL). Select a webhook from the drop-down list **(Subscription Profile** field).

Note If you have not yet created a webhook, you will be prompted to create one. Follow the prompts to the **Webhook** tab in the GUI to configure a webhook. In general, to configure a webhook, click **System** > **Settings** > **External Services** > **Destinations** > **Webhook** tab.

You will receive status webhook notifications for the report. For example, you will receive "In Queue", "In Progress", and "Success" webhook notifications. You will also be able to view these notifications in the GUI.

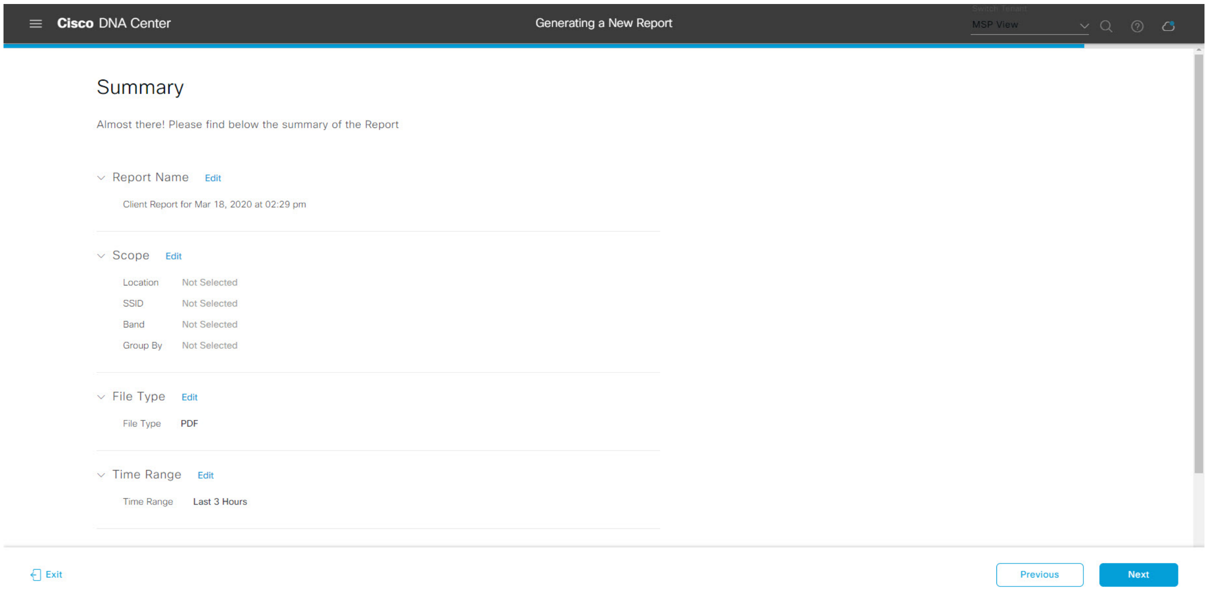
Figure 50: Delivery and Notification



Click **Next** to proceed. The **Summary** window opens.

Step 12 In the **Summary** window, review the configuration and if necessary edit any of the files.

Figure 51: Summary



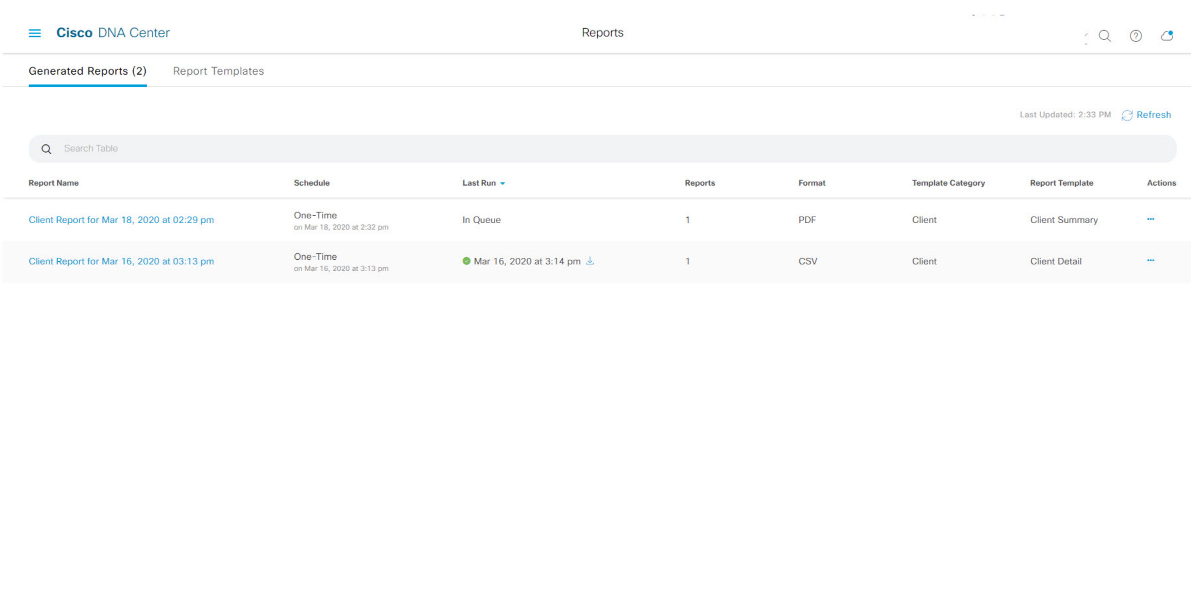
Click the **Next** button.

After the report is generated, a success window appears.

Step 13 Click the **View the Generated Reports** link.

The **Generated Reports** window opens with instance details of the report that was scheduled.

Figure 52: Generated Reports



What to do next

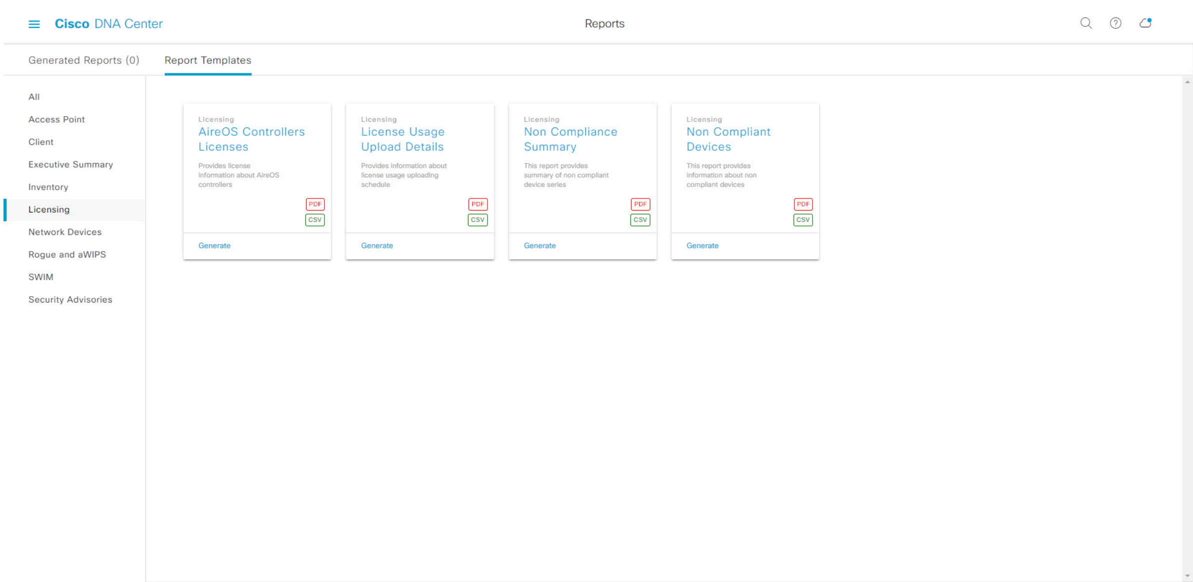
Proceed to review your report instance in **Generated Reports** window.

Note You can download, review, edit, duplicate, or delete the report in the **Generated Reports** window. For additional information, see View Generated Reports, on page 83.

Run a Licensing Report

Perform this procedure to configure **Licensing** reports about your network. You can configure **Licensing** reports using the **Reports** window in the Cisco DNA Center GUI.

Figure 53: Licensing Reports



Before you begin

- Run a successful **Discovery** job in Cisco DNA Center. You can check whether a **Discovery** job is successful in **Device Inventory**. From the Menu icon (☰), choose **Provision** > **Inventory** to view the results.

Step 1 In the Cisco DNA Center GUI, click the **Menu** icon (☰) and choose **Reports** > **Report Templates**.

The **Report Templates** window opens and displays the supported reporting categories. A link represents each category. Click a link to view only the supported reports for that category.

For this release, reporting is supported for the following categories:

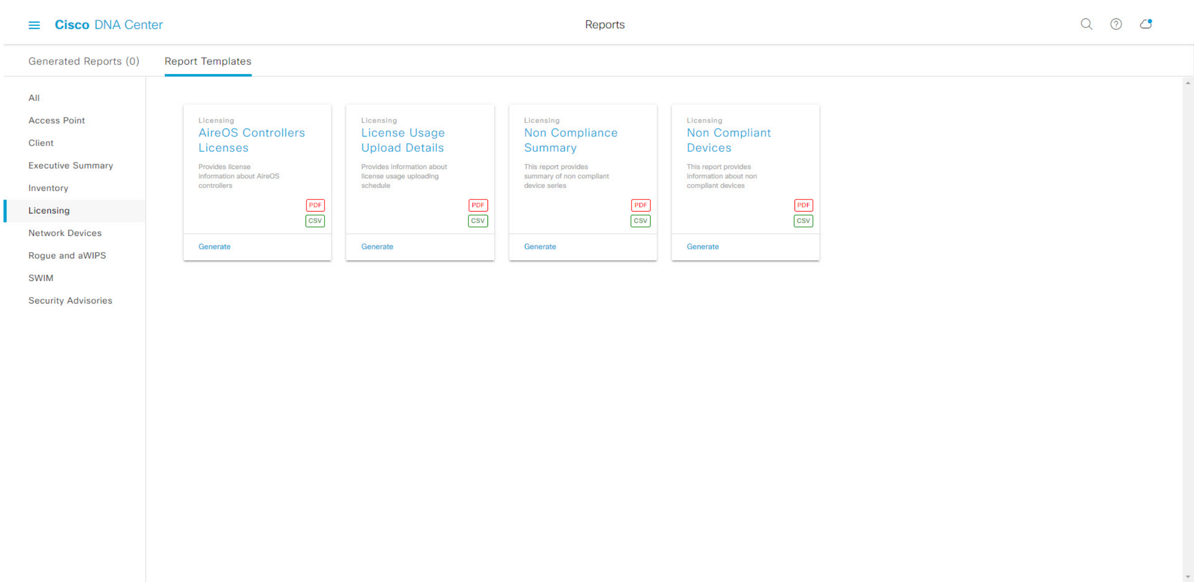
- **Access Point**: Reports that provide data about Access Points and Access Point Radios.
- **Client**: Reports that help with analyzing how the clients are performing in the network.

- **Executive Summary**: Report that helps with analyzing how devices, applications, and clients are performing in the network.
- **Inventory**: Report listing devices discovered by Cisco DNA Center.
- **Licensing**: Reports that lists devices that noncompliant devices and the reasons for noncompliance.
- **Network Devices**: Reports that provide data about the devices within your network.
- **Rogue and aWIPS**: Reports that provide data about threats within your network.
- **SWIM**: Report listing all the devices in network with software and versioning.
- **Security Advisories**: Report that provides Cisco security advisory information on the network devices.

Note The Access Point, Client, and Executive Summary reports support up to 90 days of data retention.

Step 2 After clicking a link, review the **Report Templates** window for that selected category.

Figure 54: Report Templates Window



The **Report Templates** window displays supported report templates. Each template is represented by a tile and contains information about the report and links to configure (generate) a report. Determine which template you wish to use to generate a report. For example, for a **Licensing** report you can create an **AireOS Controllers Licenses** report. Within the tile are also icons that represent the supported file types for the reports (PDF or CSV).

Step 3 In the tile, click the header to view a sample report.

A window appears for the sample report. Use the side bar in the window to scroll down and review the entire sample report. The following data is presented:

- Applied filters (data filters that were used to build the report).
- Data metrics and summaries
- Tables that assist you in analyzing the data.

Note You can use the sample report to plan how you want your report to look.

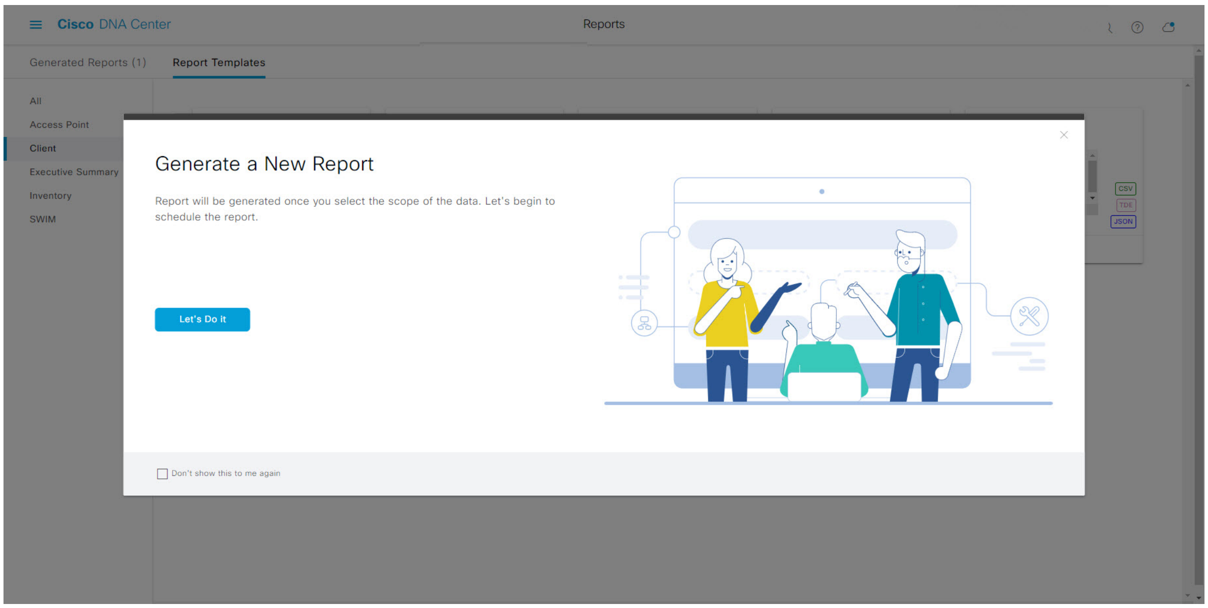
Step 4 Click **X** to close the preview.

Step 5 In the tile, click the **Generate** link to configure parameters to build a report.

The **Generate** window opens where you can select a format type for the report, apply data filters for your reports, as well as set up schedules for the actual report generation.

Step 6 In the **Generate a New Report** window, click **Let's Do It** to get started.

Figure 55: Generate a New Report



The **Select Report Template** window opens.

Step 7 In the **Select Report Template** window, select the template for the report.

Choose the **Template** from the drop-down lists.

Note The **Template** consists of the individual report types within the categories for the release.

You can review an autogenerated sample in the same window.

Figure 56: Select Report Template

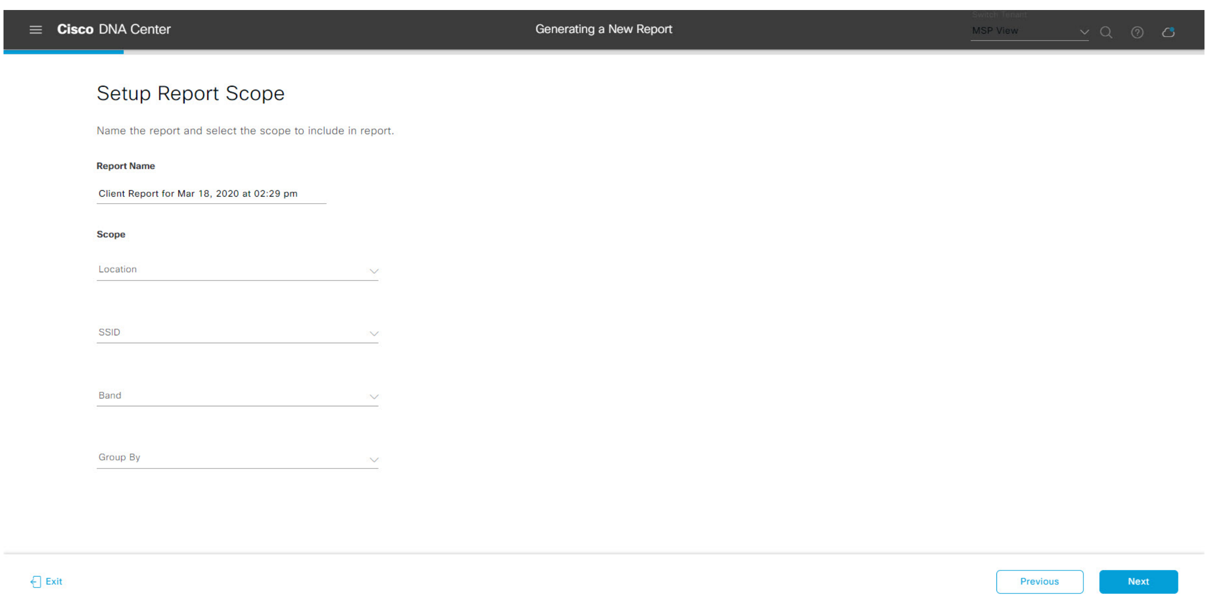
Click **Next** to proceed. The **Setup Report Scope** window opens.

Step 8 In the **Setup Report Scope** window, name the report and select the scope.

Enter a report name in the **Report Name** field and click in the **Scope** field to display the available filter. Click the filter options that you want for the report.

Note The **Setup Report Scope** options change depending upon the selected **Template**.

Figure 57: Setup Report Scope



Click **Next** to proceed. The **Select File Type** window opens.

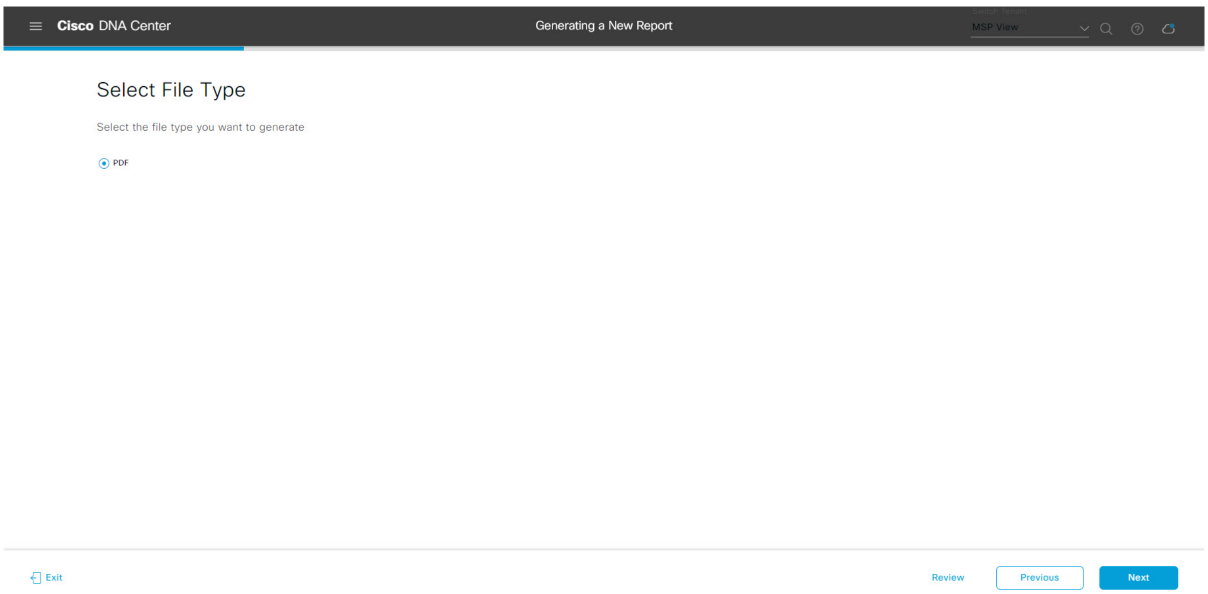
Step 9 In the **Select File Type** window, select the file type for the report.

Depending upon the report that you are creating, the following **File Type** options may be available:

- **PDF**
- **CSV**
- **Tableau Data Extract**
- **JSON**

For the **CSV**, **JSON**, and **Tableau Data Extract** file types, a **Fields** option displays that permits you to select attributes (additional fields) for the CSV, JSON, and Tableau Data Extract results.

Figure 58: Select File Type



Click **Next** to proceed. The **Schedule Report** window opens.

Step 10 In the **Schedule Report** window, select the time range and schedule for the report.

The following **Time Range** options are available:

- **Last 3 hours**
- **Last 24 hours**
- **Last 7 days**
- **Custom**

Note Clicking **Custom** opens up fields where you can choose the date and time interval per the specific report type, as well as the time zone (GMT) for the time range.

The following **Schedule** options are available:

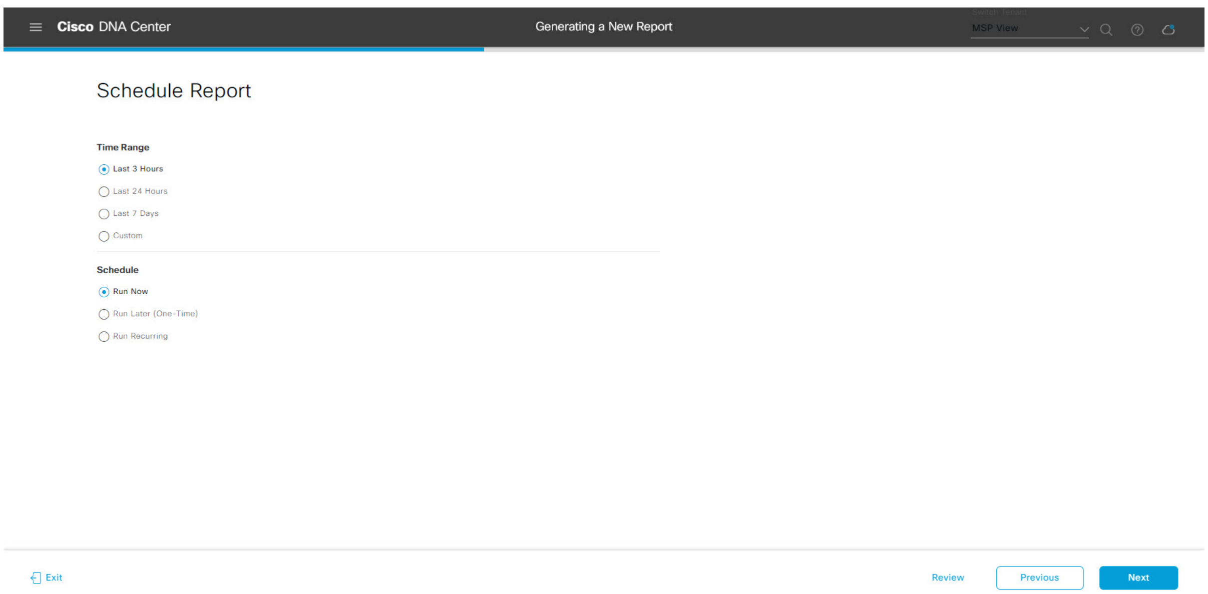
- **Run Now**

- **Run Later**
- **Run Recurring**

You can also select a time zone for the report when configuring with the following **Schedule** options:

- **Custom**
- **Run Later (One Time)**
- **Run Recurring**

Figure 59: Schedule Report



Click **Next** to proceed. The **Delivery and Notification** window opens.

Step 11 In the **Delivery and Notification** window, select the Delivery mechanism for the report.

The options include:

- **Email Report**: Email report is sent as a link or attachment.

  Note If you have not yet configured an SMTP server for the emails, you will be prompted to configure one. Follow the prompts to the **Email** tab in the GUI to configure an SMTP server. Click **System** > **Settings** > **External Services** > **Destinations** > **Email** tab.

  - **Link**: The email notification of a successfully compiled report has a link back to itself and the **Generated Reports** page under **Reports**. You can view and download the report from this link and location.

    Note Up to 20 email addresses are supported for an email report with a link. For adding more than one email, you must add the email address and press <Enter> on your keyboard. After pressing <Enter>, all the required validations for email are performed and you will be notified if there is anything wrong in the email address syntax.

  - **Attachment**: Report is attached to the email notification.

Note Email notification attachments are only supported for PDF reports. Additionally, the maximum size for a PDF report that is attached to an email is 20 MB. Up to 10 email addresses are supported for email attachments. For adding more than one email, you must add the email address and press <Enter> on your keyboard. After pressing <Enter>, all the required validations for email are performed and you will be notified if there is anything wrong in the email address syntax.

Cisco DNA Center sends the following email notifications for the report:

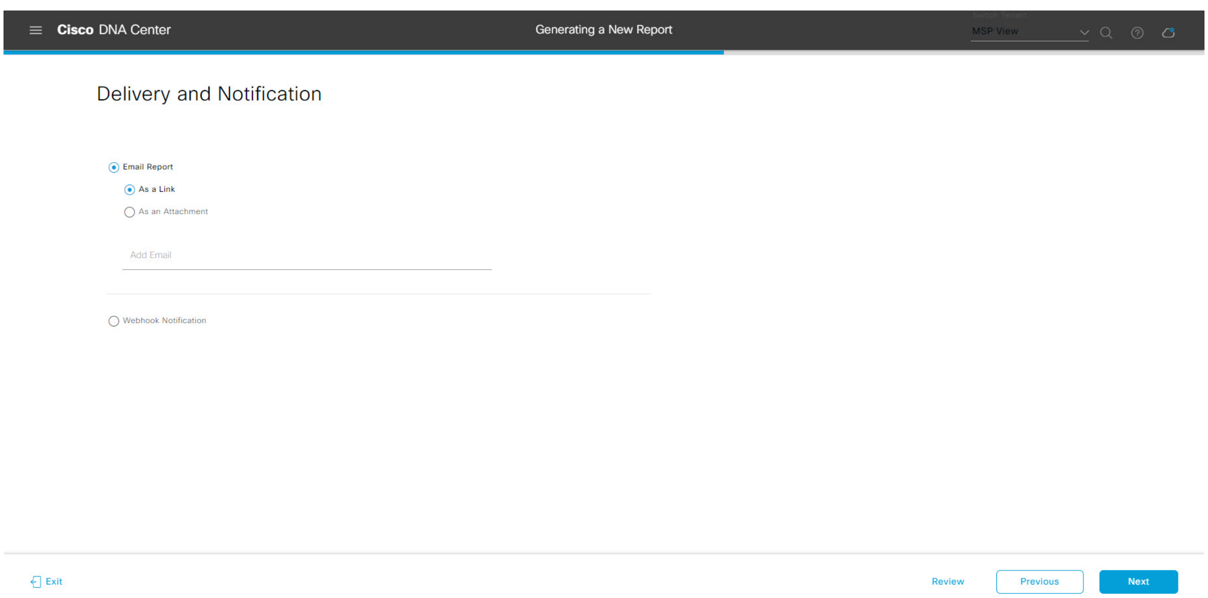
- Report is in the queue waiting to be processed.
- Report processing is in progress.
- Report has successfully been compiled and is completed.

- **Webhook Notification**: Notification is sent as a webhook to the configured webhook URL address (callback URL). Select a webhook from the drop-down list **(Subscription Profile** field).

Note If you have not yet created a webhook, you will be prompted to create one. Follow the prompts to the **Webhook** tab in the GUI to configure a webhook. In general, to configure a webhook, click **System** > **Settings** > **External Services** > **Destinations** > **Webhook**.

You will receive status webhook notifications for the report. For example, you will receive "In Queue", "In Progress", and "Success" webhook notifications. You will also be able to view these notifications in the GUI.

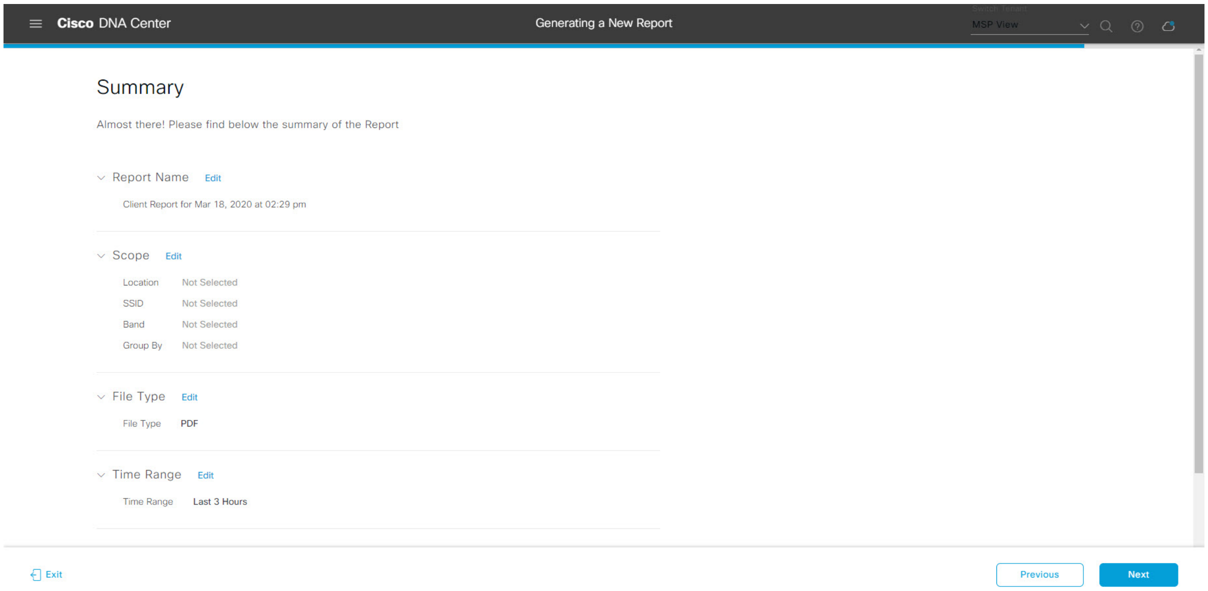
Figure 60: Delivery and Notification



Click **Next** to proceed. The **Summary** window opens.

Step 12 In the **Summary** window, review the configuration and if necessary edit any of the files.

Figure 61: Summary



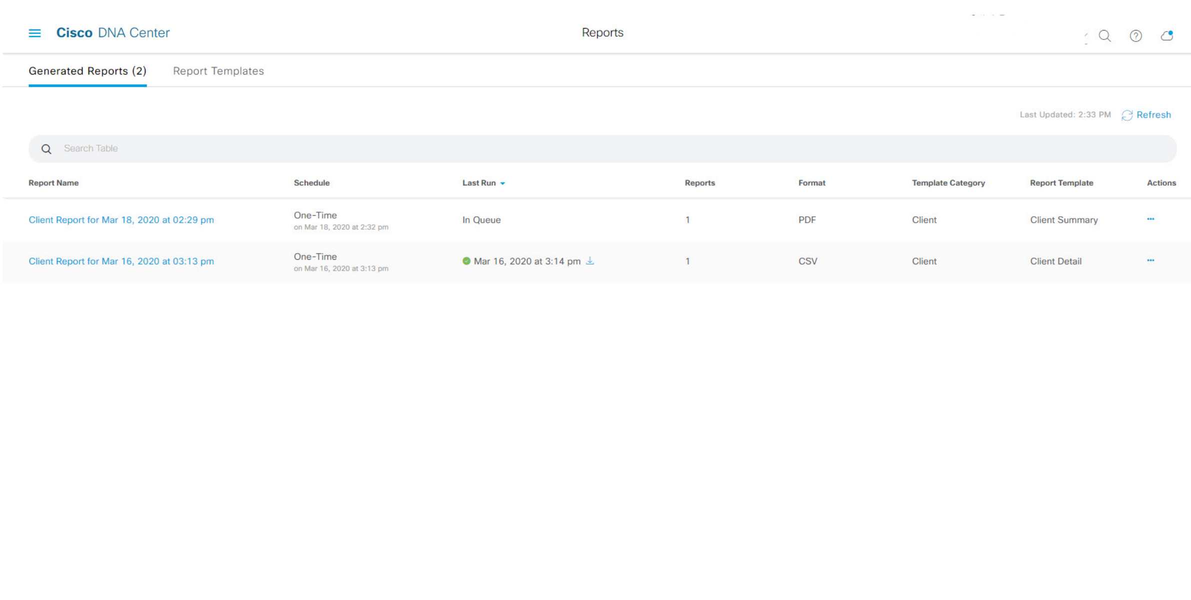
Click the **Next** button.

After the report is generated, a success window appears.

Step 13 Click the **View the Generated Reports** link.

The **Generated Reports** window opens with instance details of the report that was scheduled.

Figure 62: Generated Reports



What to do next

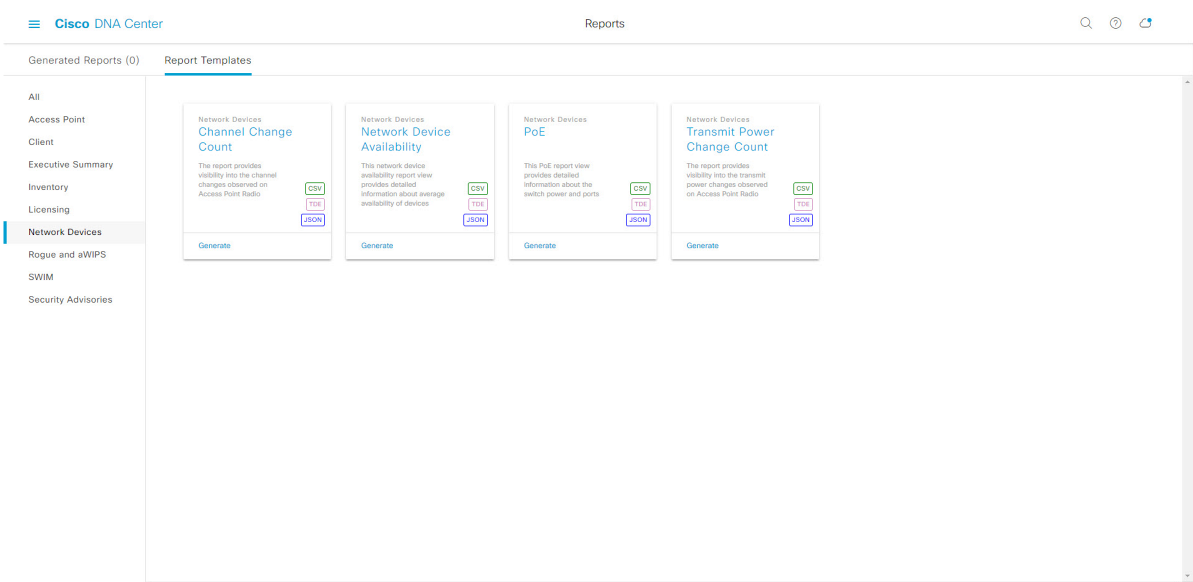
Proceed to review your report instance in **Generated Reports** window.

Note You can download, review, edit, duplicate, or delete the report in the **Generated Reports** window. For additional information, see View Generated Reports, on page 83.

Run a Network Devices Report

Perform this procedure to configure **Network Devices** reports for your network. You can configure **Network Devices** reports using the **Reports** window in the Cisco DNA Center GUI.

Figure 63: Network Devices Reports



Before you begin

- Run a successful **Discovery** job in Cisco DNA Center. You can check whether a **Discovery** job is successful in **Device Inventory**. From the Menu icon (☰), choose **Provision** > **Inventory** to view the results.

Step 1 In the Cisco DNA Center GUI, click the **Menu** icon (☰) and choose **Reports** > **Report Templates**.

The **Report Templates** window opens and displays the supported reporting categories. Each category is represented by link. Click a link to view only the supported reports for that category.

For this release, reporting is supported for the following categories:

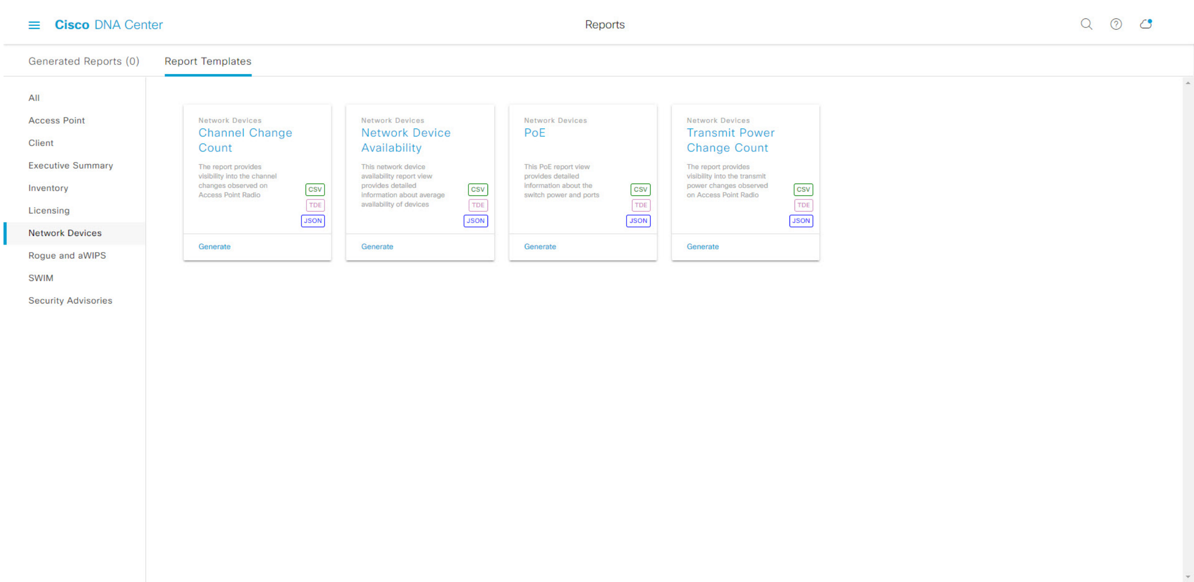
- **Access Point**: Reports that provide data about Access Points and Access Point Radios.
- **Client**: Reports that help with analyzing how the clients are performing in the network.

- **Executive Summary**: Report that helps with analyzing how devices, applications, and clients are performing in the network.
- **Inventory**: Report that lists devices discovered by Cisco DNA Center.
- **Licensing**: Reports that list noncompliant devices and the reasons for noncompliance.
- **Network Devices**: Reports that provide data about the devices in your network.
- **Rogue and aWIPS**: Reports that provide data about threats in your network.
- **SWIM**: Report that lists the software and version of the devices in your network.
- **Security Advisories**: Report that provides Cisco security advisory information on the network devices.

Note The Access Point, Client, and Executive Summary reports support up to 90 days of data retention.

Step 2 After clicking a link, review the **Report Templates** window for that selected category.

Figure 64: Reports Templates Window



The **Report Templates** window displays supported report templates. Each template is represented by a tile and contains information about the report and links to configure (generate) a report. Determine which template you wish to use to generate a report. For example, for a **Network Devices** report you can create a **Channel Change Count**, **Network Device Availability**, **PoE**, or **Transmit Power Change Count** report. Within the tile are also icons that represent the supported file types for the reports (CSV, TDE, or JSON).

Step 3 In the tile, click the header to view a sample report.

A window appears for the sample report. Use the side bar in the window to scroll down and review the entire sample report. The following data is presented:

- Applied filters (data filters that were used to build the report).
- Data metrics and summaries
- Graphical representation of the data (including line, bar, and pie graphs).

- Tables that assist you in analyzing the data.

Note You can use the sample report to plan how you want your report to look.

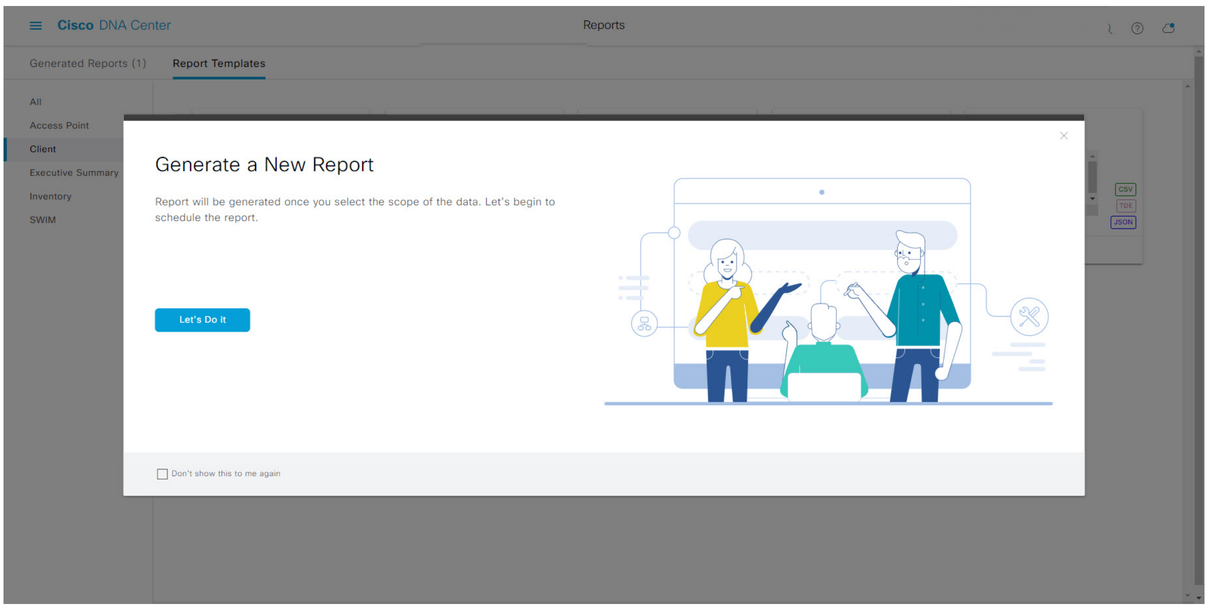
Step 4 Click **X** to close the preview.

Step 5 In the tile, click the **Generate** link to configure parameters to build a report.

The **Generate** window opens where you can select a format type for the report, apply data filters for your reports, as well as set up schedules for the actual report generation.

Step 6 In the **Generate a New Report** window, click **Let's Do It** to get started.

Figure 65: Generate a New Report



The **Setup the Report Template** window opens.

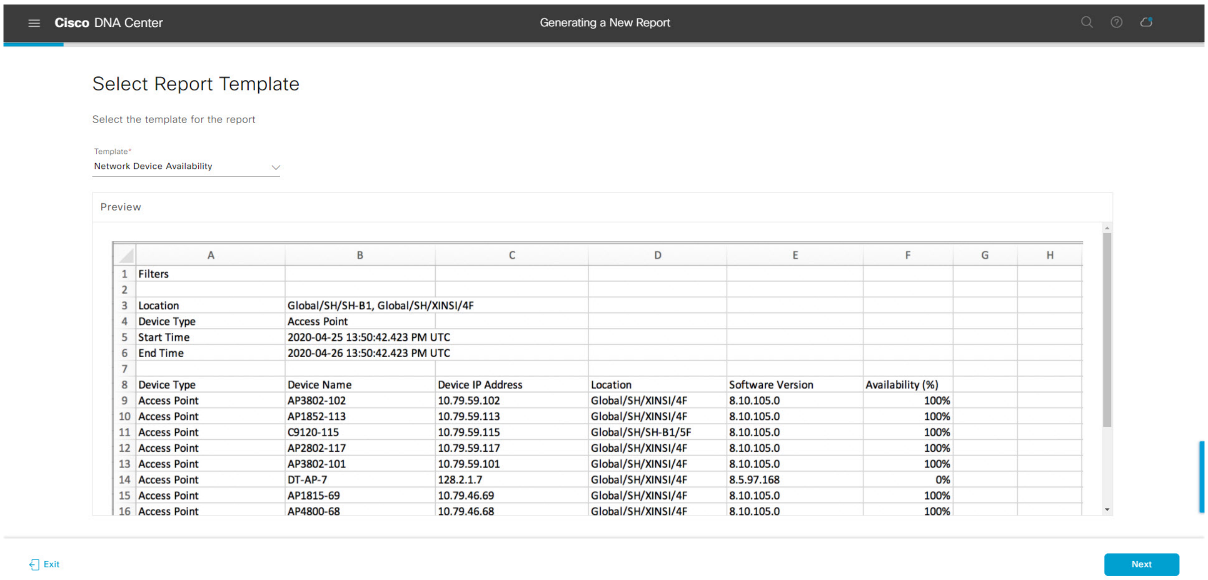
Step 7 In the **Setup the Report Template** window, select the template for the report.

Choose the **Template** from the drop-down menus.

Note The **Template** consists of the individual report types within the categories for the release.

You can review an auto-generated sample in the same window.

Figure 66: Setup Report Template



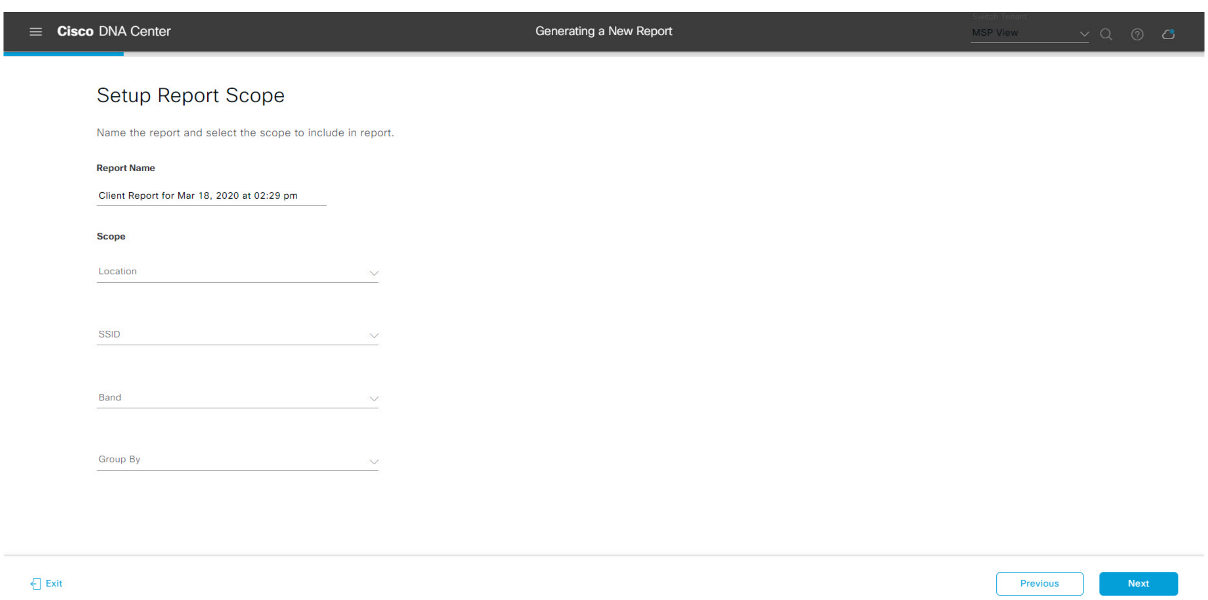
Click **Next** to proceed. The **Setup Report Scope** window opens.

Step 8 In the **Setup Report Scope** window, name the report and select the scope.

Enter a report name in the **Report Name** field and click in the **Scope** field to display the available filter. Click on the filter options that you want for the report.

Note The **Setup Report Scope** options will change depending upon the selected **Template**.

Figure 67: Setup Report Scope



Click **Next** to proceed. The **Select File Type** window opens.

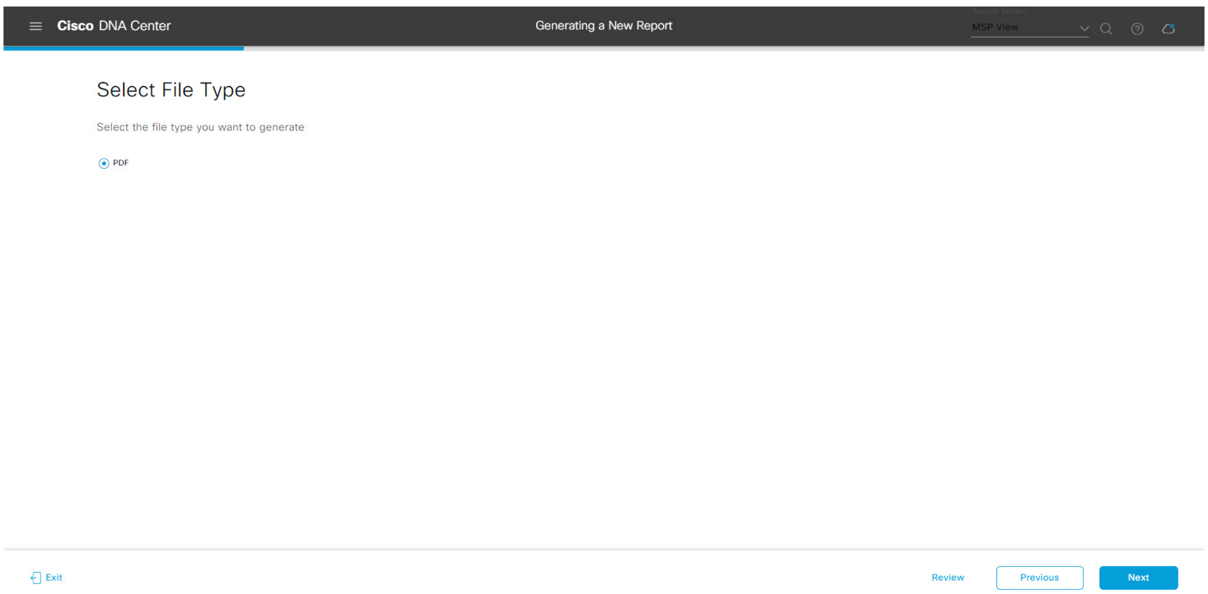
Step 9 In the **Select File Type** window, select the file type for the report.

Depending upon the report that you are creating, the following **File Type** options may be available:

- **PDF**
- **CSV**
- **Tableau Data Extract**
- **JSON**

For the **CSV**, **JSON**, and **Tableau Data Extract** file types, a **Fields** option will display that permits you to select attributes (additional fields) for the CSV, JSON, and Tableau Data Extract results.

Figure 68: Select File Type



Click **Next** to proceed. The **Schedule Report** window opens.

Step 10 In the **Schedule Report** window, select the time range and schedule for the report.

The following **Time Range** options are available:

- **Last 3 hours**
- **Last 24 hours**
- **Last 7 days**
- **Custom**

Note Clicking **Custom** opens up fields where you can choose the date and time interval per the specific report type, as well as the time zone (GMT) for the time range.

The following **Schedule** options are available:

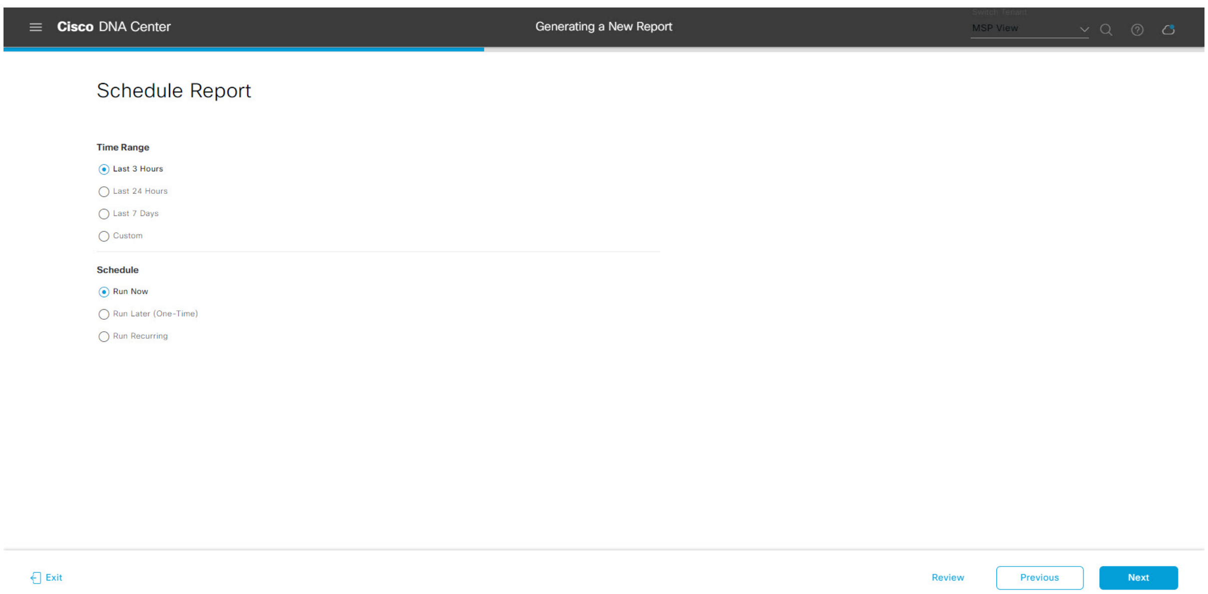
- **Run Now**

- **Run Later**
- **Run Recurring**

You can also select a timezone for the report when configuring with the following **Schedule** options:

- **Custom**
- **Run Later (One Time)**
- **Run Recurring**

Figure 69: Schedule Report



Click **Next** to proceed. The **Delivery and Notification** window opens.

Step 11 In the **Delivery and Notification** window, select the delivery mechanism for the report.

The options include:

- **Email Report**: Email report is sent as a link or attachment.

  Note If you have not yet configured a SMTP server for the emails, you will be prompted to configure one. Follow the prompts to the **Email** tab in the GUI to configure a SMTP server. Click **System** > **Settings** > **External Services** > **Destinations** > **Email**.

  - **Link**: The email notification of a successfully compiled report will have a link back to itself and the **Generated Reports** page under **Reports**. You can view and download the report from this link and location.

    Note Up to 20 email addresses are supported for an email report with a link. For adding more than one email, you need to add the email address and press <Enter> on your keyboard. After pressing <Enter>, all the required validations for email are performed and you will be notified if there is anything wrong in the email address syntax.

  - **Attachment**: Report is attached to the email notification.

Note Email notification attachments are only supported for PDF reports. Additionally, the maximum size for a PDF report attached to an email is 20 MB. Up to 10 email addresses are supported for email attachments. For adding more than one email, you need to add the email address and press <Enter> on your keyboard. After pressing <Enter>, all the required validations for email are performed and you will be notified if there is anything wrong in the email address syntax.

Cisco DNA Center sends the following email notifications for the report:

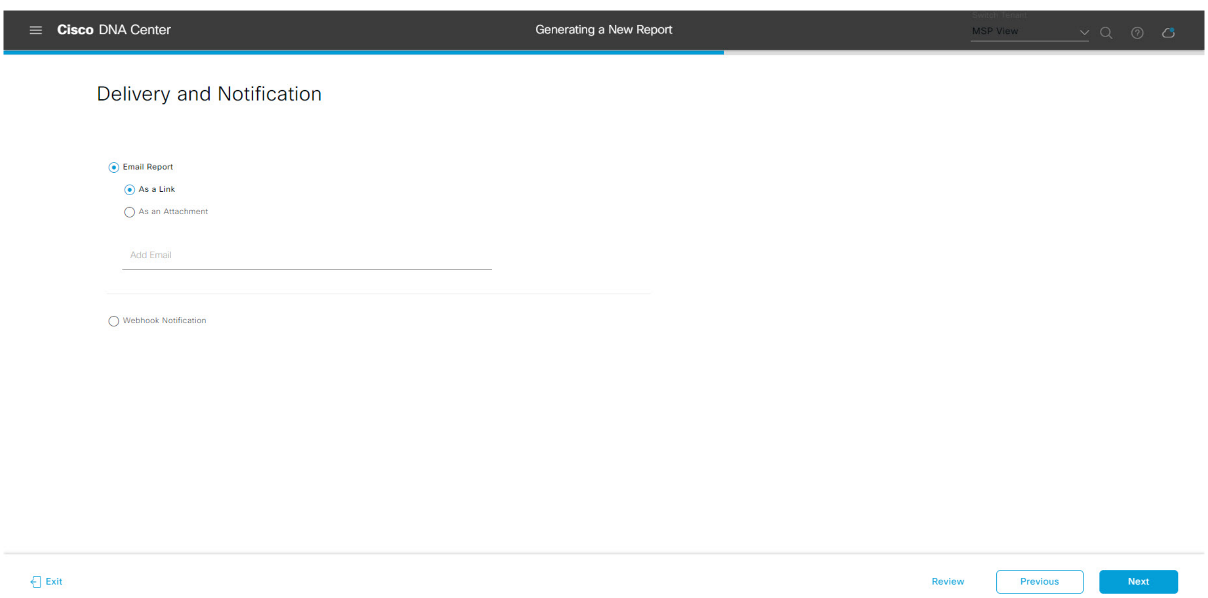
- Report is in the queue waiting to be processed.
- Report processing is in progress.
- Report has successfully been compiled and is completed.

- **Webhook Notification**: Notification is sent as a webhook to the configured webhook URL address (callback URL). Select a webhook from the drop-down menu **(Subscription Profile** field).

Note If you have not yet created a webhook, you will be prompted to create one. Follow the prompts to the **Webhook** tab in the GUI to configure a webhook. In general, to configure a webhook, click **System** > **Settings** > **External Services** > **Destinations** > **Webhook** tab.

You will receive status webhook notifications for the report. For example, you will receive "In Queue", "In Progress", and "Success" webhook notifications. You will also be able to view these notifications in the GUI.

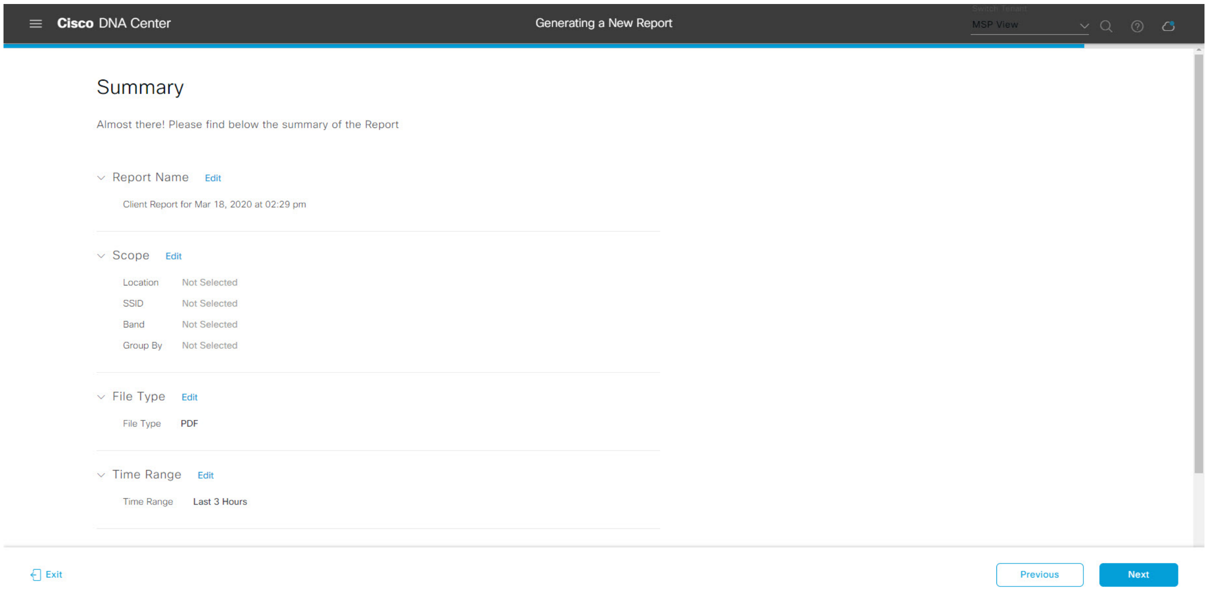
Figure 70: Delivery and Notification



Click **Next** to proceed. The **Summary** window opens.

Step 12 In the **Summary** window, review the configuration and if necessary edit any of the files.

Figure 71: Summary



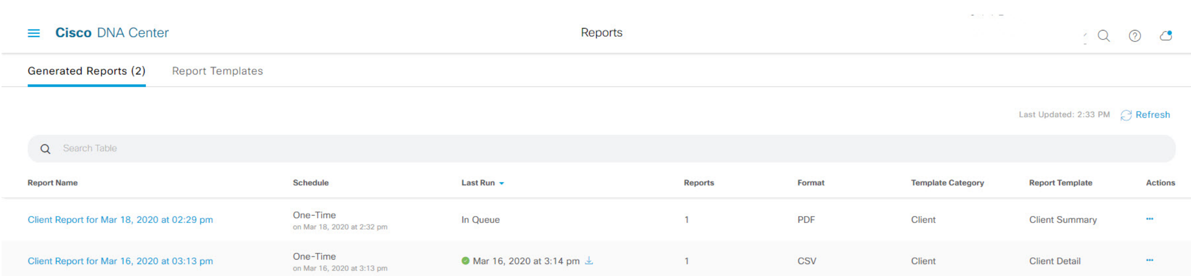
Click the **Next** button.

After the report is generated, a success window appears.

Step 13 Click the **View the Generated Reports** link.

The **Generated Reports** window opens with instance details of the report that was scheduled.

Figure 72: Generated Reports



What to do next

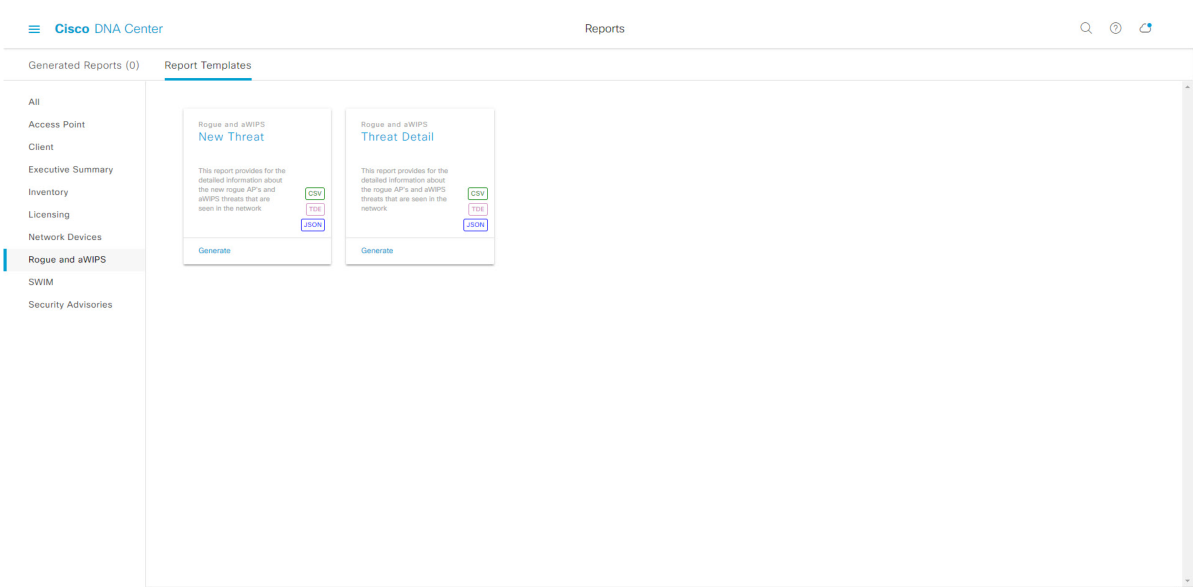
Proceed to review your report instance in **Generated Reports** window.

Note You can download, review, edit, duplicate, or delete the report in the **Generated Reports** window. For additional information, see View Generated Reports, on page 83.

Run a Rogue and aWIPS Report

Perform this procedure to configure **Rogue and aWIPs** reports for your network. You can configure **Rogue and aWIPs** reports using the **Reports** window in the Cisco DNA Center GUI.

Figure 73: Rogue and aWIPS Reports



Before you begin

- Run a successful **Discovery** job in Cisco DNA Center. You can check whether a **Discovery** job is successful in **Device Inventory**. From the Menu icon (☰), choose **Provision** > **Inventory** to view the results.

Step 1 In the Cisco DNA Center GUI, click the **Menu** icon (☰) and choose **Reports** > **Report Templates**.

The **Report Templates** window opens and displays the supported reporting categories. A link represents each category. Click a link to view only the supported reports for that category.

For this release, reporting is supported for the following categories:

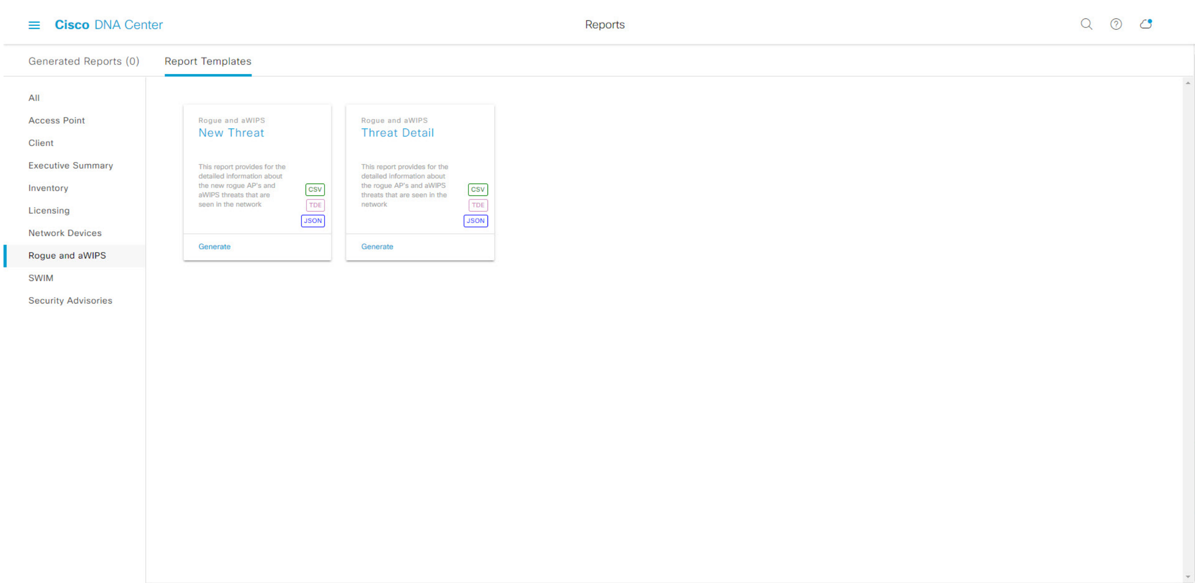
- **Access Point**: Reports that provide data about Access Points and Access Point Radios.
- **Client**: Reports that help with analyzing how the clients are performing in the network.

- **Executive Summary**: Report that helps with analyzing how devices, applications, and clients are performing in the network.
- **Inventory**: Report listing devices discovered by Cisco DNA Center.
- **Licensing**: Reports that lists devices that noncompliant devices and the reasons for noncompliance.
- **Network Devices**: Reports that provide data about the devices within your network.
- **Rogue and aWIPS**: Reports that provide data about threats within your network.
- **SWIM**: Report listing all the devices in network with software and versioning.
- **Security Advisories**: Report that provides Cisco security advisory information on the network devices.

Note The Access Point, Client, and Executive Summary reports support up to 90 days of data retention.

Step 2 After clicking a link, review the **Report Templates** window for that selected category.

Figure 74: Reports Templates Window



The **Report Templates** window displays supported report templates. Each template is represented by a tile and contains information about the report and links to configure (generate) a report. Determine which template you wish to use to generate a report. For example, for a **Rogue and aWIPs** report you can create an **New Threat** or **Thread Detail** report. Within the tile are also icons that represent the supported file types for the reports (CSV, TDE, or JSON).

Step 3 In the tile, click the header to view a sample report.

A window appears for the sample report. Use the side bar in the window to scroll down and review the entire sample report. The following data is presented:

- Applied filters (data filters that were used to build the report).
- Data metrics and summaries
- Graphical representation of the data (including line, bar, and pie graphs).

- Tables that assist you in analyzing the data.

Note You can use the sample report to plan how you want your report to look.

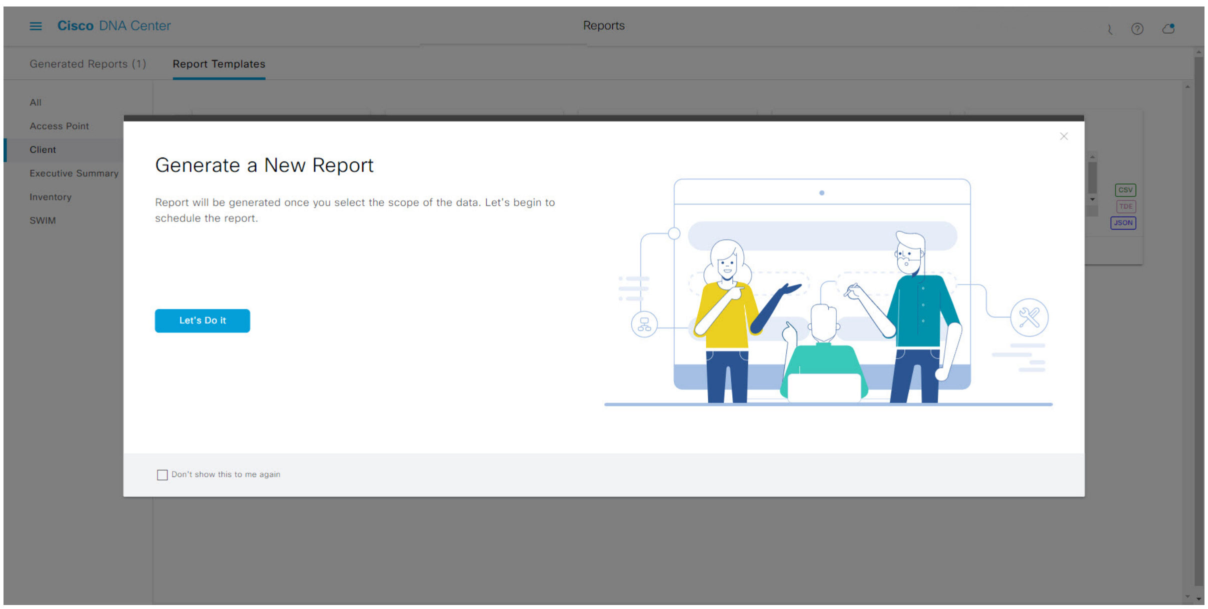
Step 4 Click **X** to close the preview.

Step 5 In the tile, click the **Generate** link to configure parameters to build a report.

The **Generate** window opens where you can select a format type for the report, apply data filters for your reports, as well as set up schedules for the actual report generation.

Step 6 In the **Generate a New Report** window, click **Let's Do It** to get started.

Figure 75: Generate a New Report



The **Select Report Template** window opens.

Step 7 In the **Select Report Template** window, select the template for the report.

Choose the **Template** from the drop-down lists.

Note The **Template** consists of the individual report types within the categories for the release.

You can review an autogenerated sample in the same window.

Figure 76: Setup Report Template

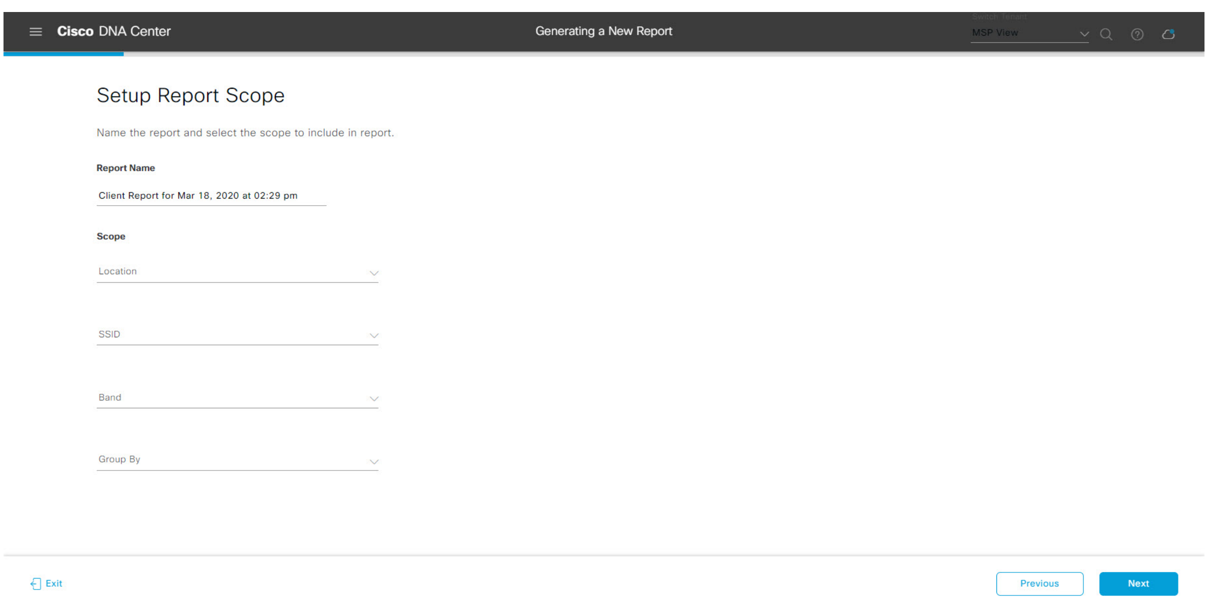
Click **Next** to proceed. The **Setup Report Scope** window opens.

Step 8 In the **Setup Report Scope** window, name the report and select the scope.

Enter a report name in the **Report Name** field and click in the **Scope** field to display the available filter. Click the filter options that you want for the report.

Note The **Setup Report Scope** options change depending upon the selected **Template**.

Figure 77: Setup Report Scope



Click **Next** to proceed. The **Select File Type** window opens.

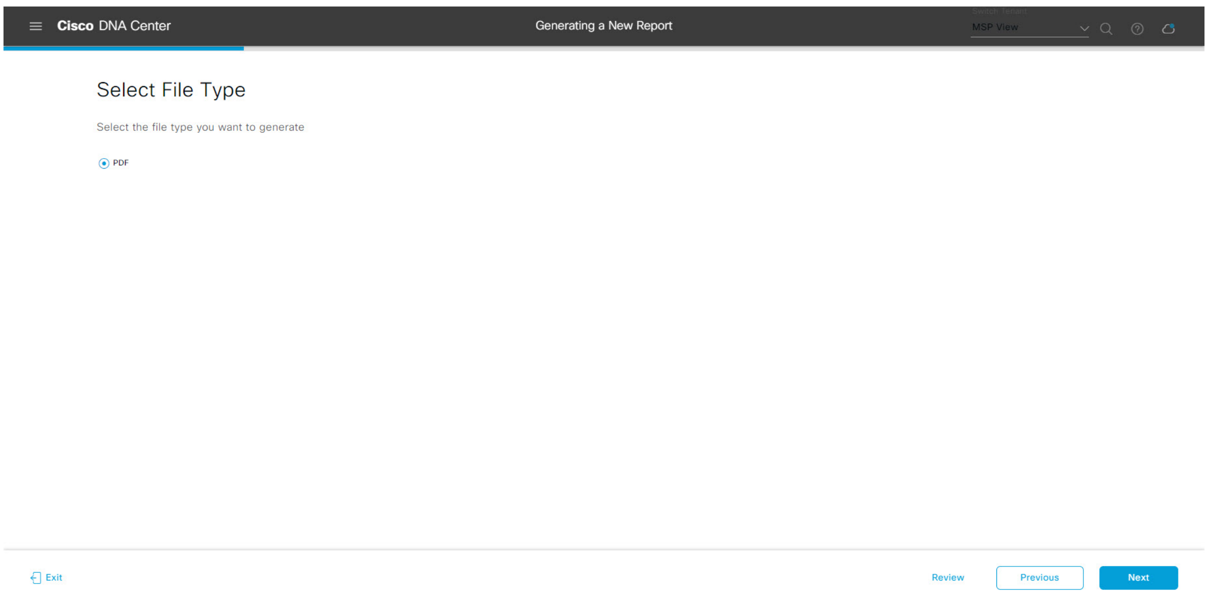
Step 9 In the **Select File Type** window, select the file type for the report.

Depending upon the report that you are creating, the following **File Type** options may be available:

- **PDF**
- **CSV**
- **Tableau Data Extract**
- **JSON**

For the **CSV**, **JSON**, and **Tableau Data Extract** file types, a **Fields** option displays that permits you to select attributes (additional fields) for the CSV, JSON, and Tableau Data Extract results.

Figure 78: Select File Type



Click **Next** to proceed. The **Schedule Report** window opens.

Step 10 In the **Schedule Report** window, select the time range and schedule for the report.

The following **Time Range** options are available:

- **Last 3 hours**
- **Last 24 hours**
- **Last 7 days**
- **Custom**

Note Clicking **Custom** opens up fields where you can choose the date and time interval per the specific report type, as well as the time zone (GMT) for the time range.

The following **Schedule** options are available:

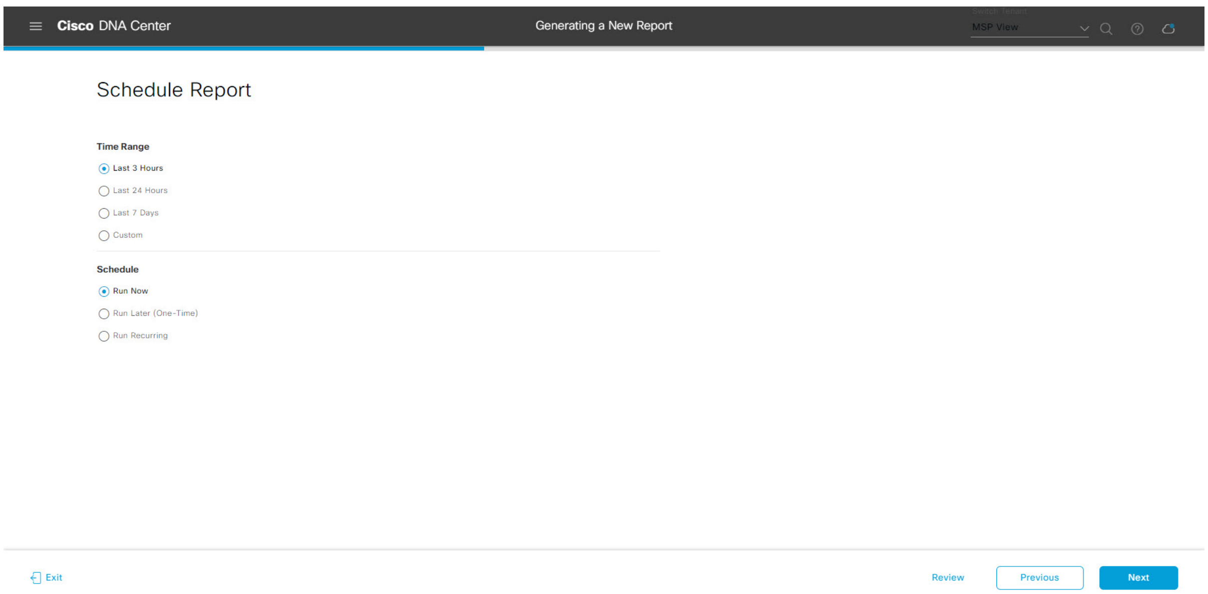
- **Run Now**

- **Run Later**
- **Run Recurring**

You can also select a time zone for the report when configuring with the following **Schedule** options:

- **Custom**
- **Run Later (One Time)**
- **Run Recurring**

Figure 79: Schedule Report



Click **Next** to proceed. The **Delivery and Notification** window opens.

Step 11 In the **Delivery and Notification** window, select the Delivery mechanism for the report.

The options include:

- **Email Report**: Email report is sent as a link or attachment.

  Note If you have not yet configured an SMTP server for the emails, you will be prompted to configure one. Follow the prompts to the **Email** tab in the GUI to configure an SMTP server. Click **System** > **Settings** > **External Services** > **Destinations** > **Email**.

  - **Link**: The email notification of a successfully compiled report has a link back to itself and the **Generated Reports** page under **Reports**. You can view and download the report from this link and location.

    Note Up to 20 email addresses are supported for an email report with a link. For adding more than one email, you must add the email address and press <Enter> on your keyboard. After pressing <Enter>, all the required validations for email are performed and you will be notified if there is anything wrong in the email address syntax.

  - **Attachment**: Report is attached to the email notification.

Note Email notification attachments are only supported for PDF reports. Additionally, the maximum size for a PDF report that is attached to an email is 20 MB. Up to 10 email addresses are supported for email attachments. For adding more than one email, you must add the email address and press <Enter> on your keyboard. After pressing <Enter>, all the required validations for email are performed and you will be notified if there is anything wrong in the email address syntax.

Cisco DNA Center sends the following email notifications for the report:

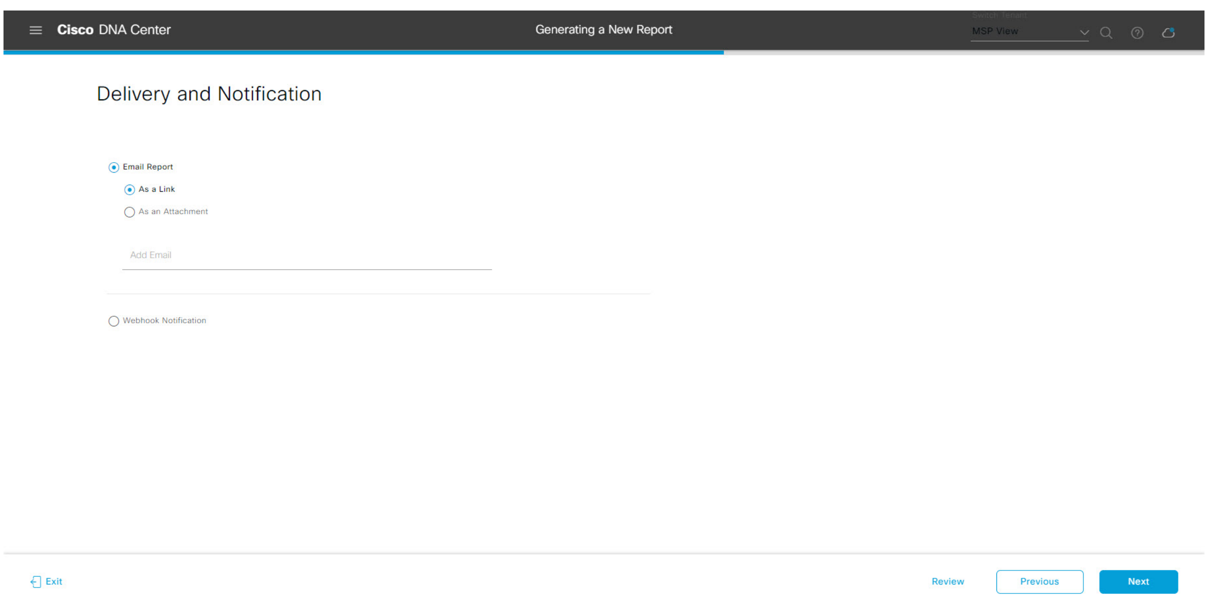
- Report is in the queue waiting to be processed.
- Report processing is in progress.
- Report has successfully been compiled and is completed.

- **Webhook Notification**: Notification is sent as a webhook to the configured webhook URL address (callback URL). Select a webhook from the drop-down list **(Subscription Profile** field).

Note If you have not yet created a webhook, you will be prompted to create one. Follow the prompts to the **Webhook** tab in the GUI to configure a webhook. In general, to configure a webhook, click **System** > **Settings** > **External Services** > **Destinations** > **Webhook** tab.

You will receive status webhook notifications for the report. For example, you will receive "In Queue", "In Progress", and "Success" webhook notifications. You will also be able to view these notifications in the GUI.

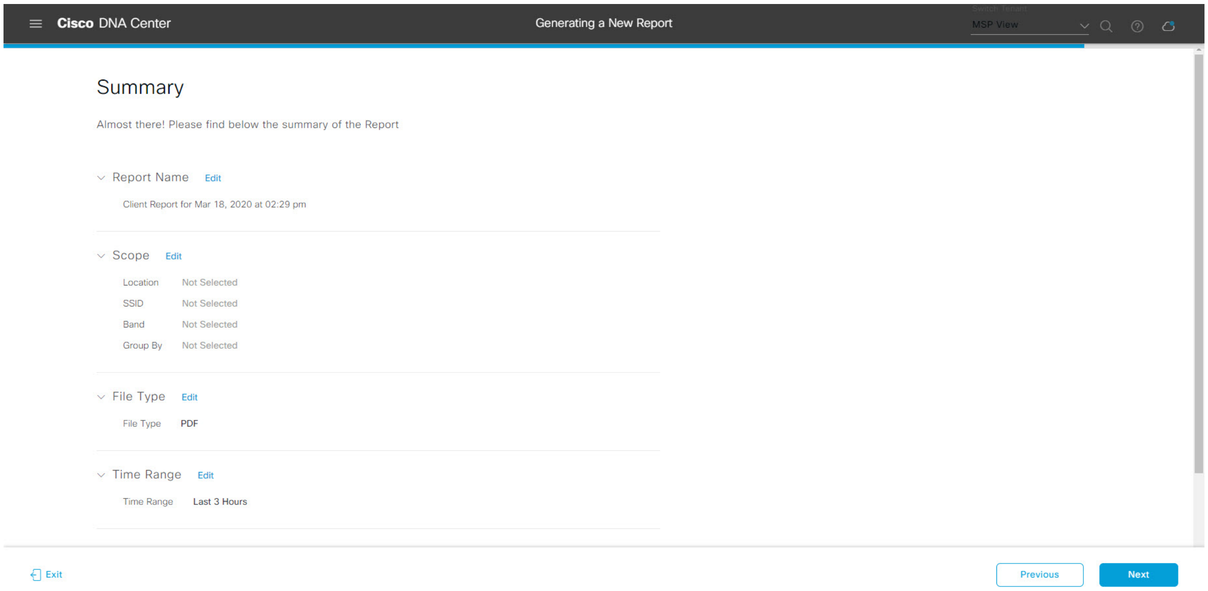
Figure 80: Delivery and Notification



Click **Next** to proceed. The **Summary** window opens.

Step 12 In the **Summary** window, review the configuration and if necessary edit any of the files.

Figure 81: Summary



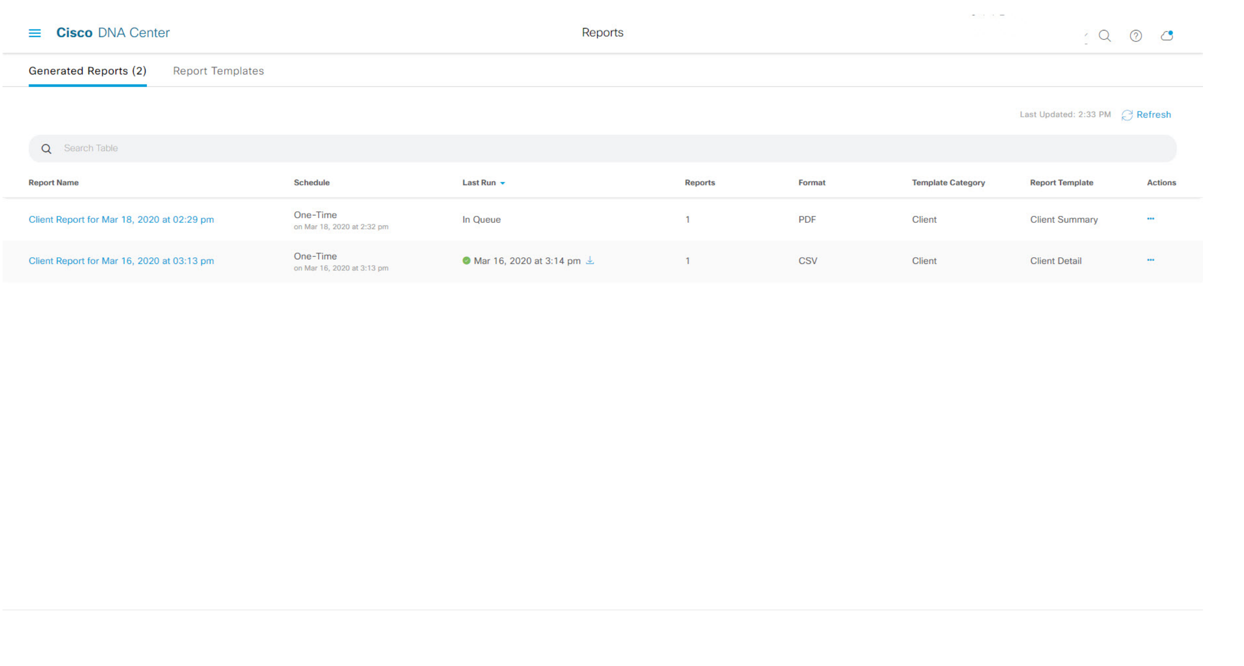
Click the **Next** button.

After the report is generated, a success window appears.

Step 13 Click the **View the Generated Reports** link.

The **Generated Reports** window opens with instance details of the report that was scheduled.

Figure 82: Generated Reports



What to do next

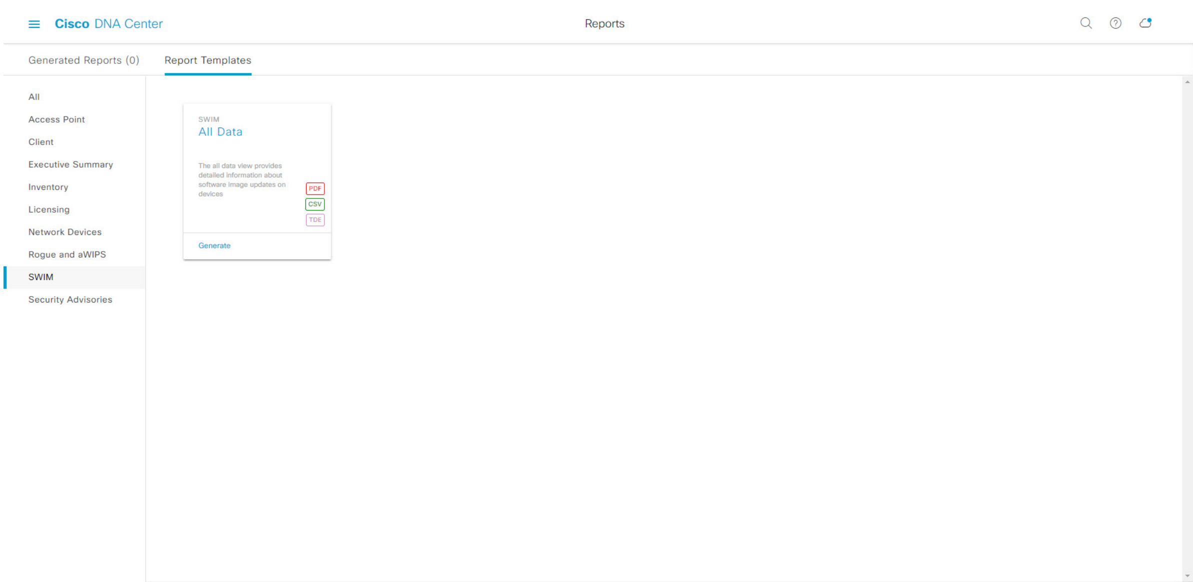
Proceed to review your report instance in **Generated Reports** window.

Note You can download, review, edit, duplicate, or delete the report in the **Generated Reports** window. For additional information, see View Generated Reports, on page 83.

Run a SWIM Report

Perform this procedure to configure **SWIM** reports about your network. You can configure **SWIM** reports using the **Reports** window in the Cisco DNA Center GUI.

Figure 83: SWIM Reports



Before you begin

- Run a successful **Discovery** job in Cisco DNA Center. You can check whether a **Discovery** job is successful in **Device Inventory**. From the Menu icon (), choose **Provision** > **Inventory** to view the results.

Step 1 In the Cisco DNA Center GUI, click the **Menu** icon () and choose **Reports** > **Report Templates**.

The **Report Templates** window opens and displays the supported reporting categories. A link represents each category. Click a link to view only the supported reports for that category.

For this release, reporting is supported for the following categories:

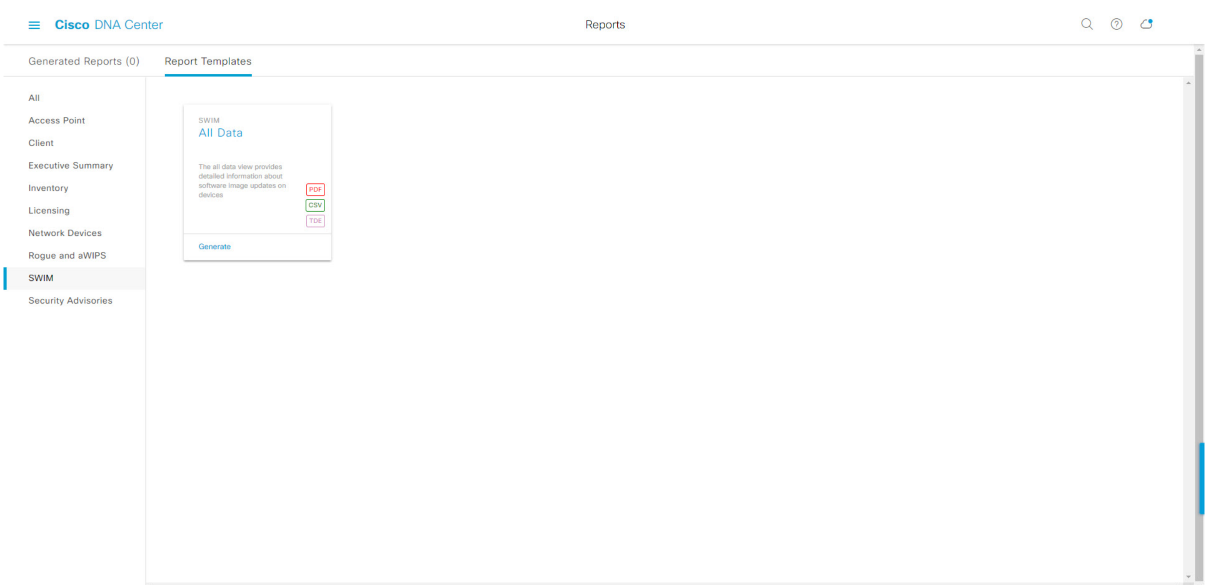
- **Access Point**: Reports that provide data about Access Points and Access Point Radios.
- **Client**: Reports that help with analyzing how the clients are performing in the network.

- **Executive Summary**: Report that helps with analyzing how devices, applications, and clients are performing in the network.
- **Inventory**: Report listing devices discovered by Cisco DNA Center.
- **Licensing**: Reports that lists devices that noncompliant devices and the reasons for noncompliance.
- **Network Devices**: Reports that provide data about the devices within your network.
- **Rogue and aWIPS**: Reports that provide data about threats within your network.
- **SWIM**: Report listing all the devices in network with software and versioning.
- **Security Advisories**: Report that provides Cisco security advisory information on the network devices.

Note The Access Point, Client, and Executive Summary reports support up to 90 days of data retention.

Step 2 After clicking a link, review the **Report Templates** window for that selected category.

Figure 84: Report Templates Window



The **Report Templates** window displays supported report templates. Each template is represented by a tile and contains information about the report and links to configure (generate) a report. Determine which template you wish to use to generate a report. For example, for a **SWIM** report you can create an **All Data** report. Within the tile are also icons that represent the supported file types for the reports (PDF, CSV, or TDE).

Step 3 In the tile, click the header to view a sample report.

A window appears for the sample report. Use the side bar in the window to scroll down and review the entire sample report. The following data is presented:

- Applied filters (data filters that were used to build the report).
- Data metrics and summaries
- Tables that assist you in analyzing the data.

Note You can use the sample report to plan how you want your report to look.

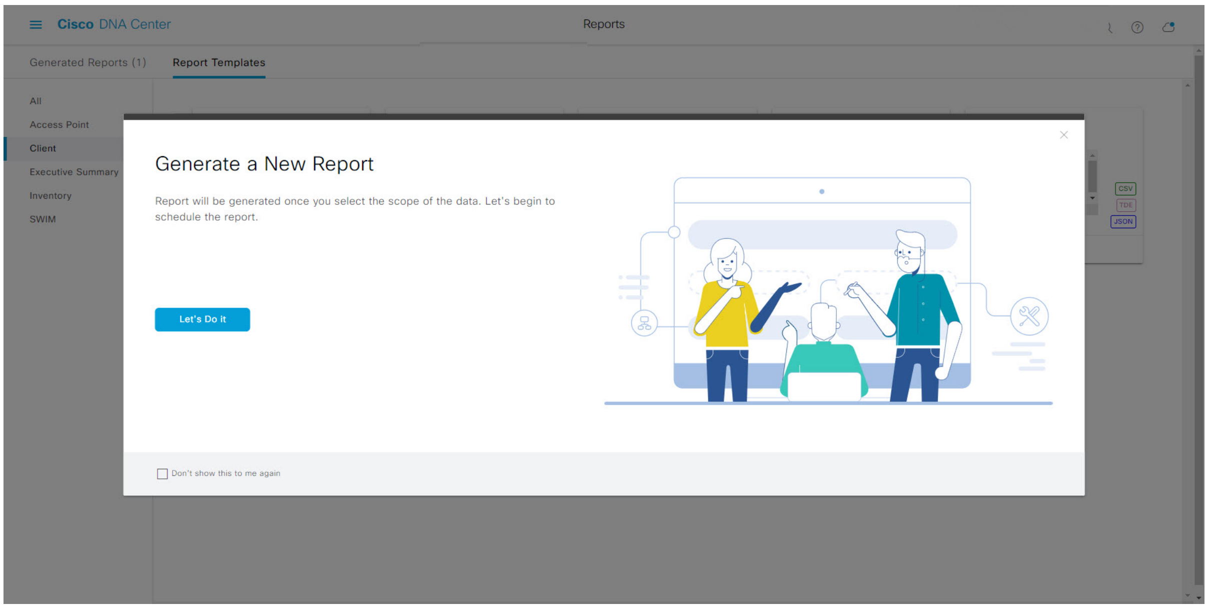
Step 4 Click **X** to close the preview.

Step 5 In the tile, click the **Generate** link to configure parameters to build a report.

The **Generate** window opens where you can select a format type for the report, apply data filters for your reports, as well as set up schedules for the actual report generation.

Step 6 In the **Generate a New Report** window, click **Let's Do It** to get started.

Figure 85: Generate a New Report



The **Select Report Template** window opens.

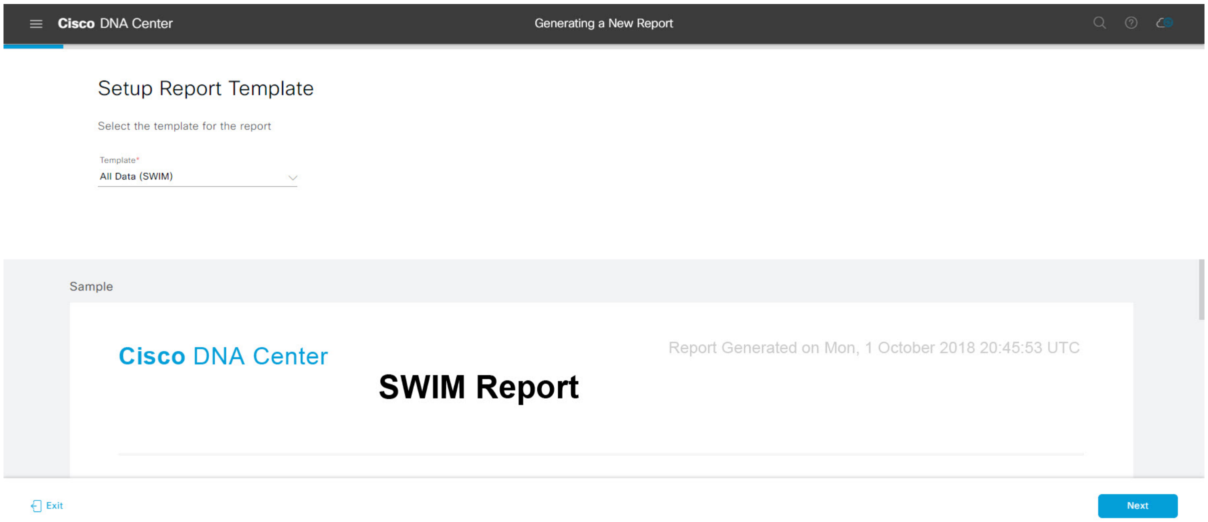
Step 7 In the **Select Report Template** window, select the template for the report.

Choose the **Template** from the drop-down lists.

Note The **Template** consists of the individual report types within the categories for the release.

You can review an autogenerated sample in the same window.

Figure 86: Setup Report Template



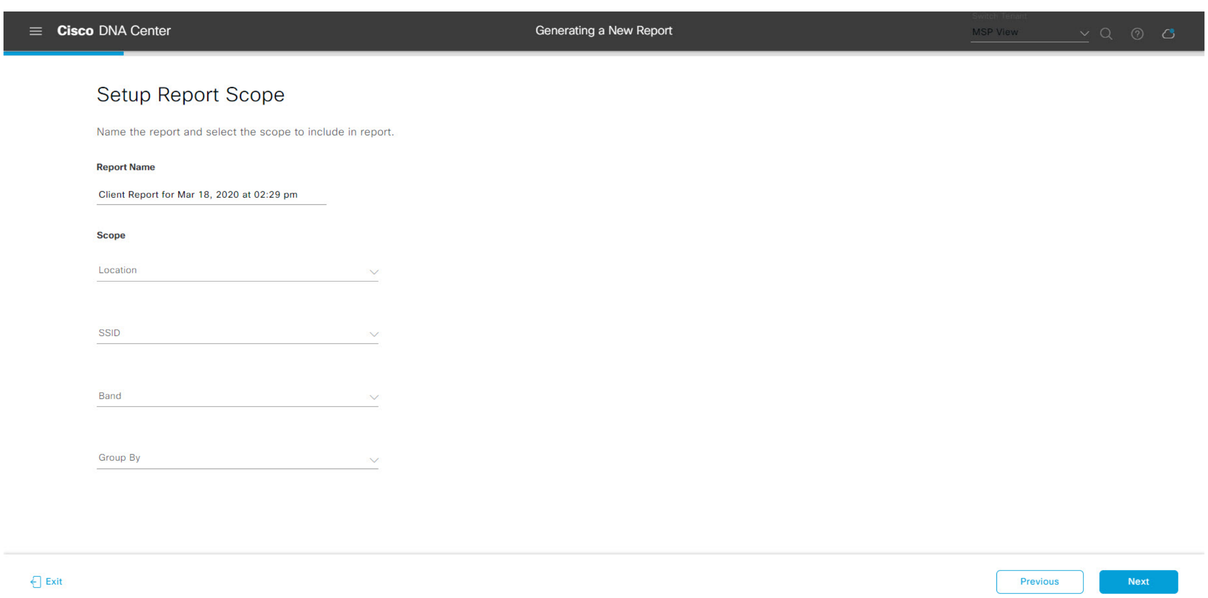
Click **Next** to proceed. The **Setup Report Scope** window opens.

Step 8 In the **Setup Report Scope** window, name the report and select the scope.

Enter a report name in the **Report Name** field and click in the **Scope** field to display the available filter. Click the filter options that you want for the report.

Note The **Setup Report Scope** options change depending upon the selected **Template**.

Figure 87: Setup Report Scope



Click **Next** to proceed. The **Select File Type** window opens.

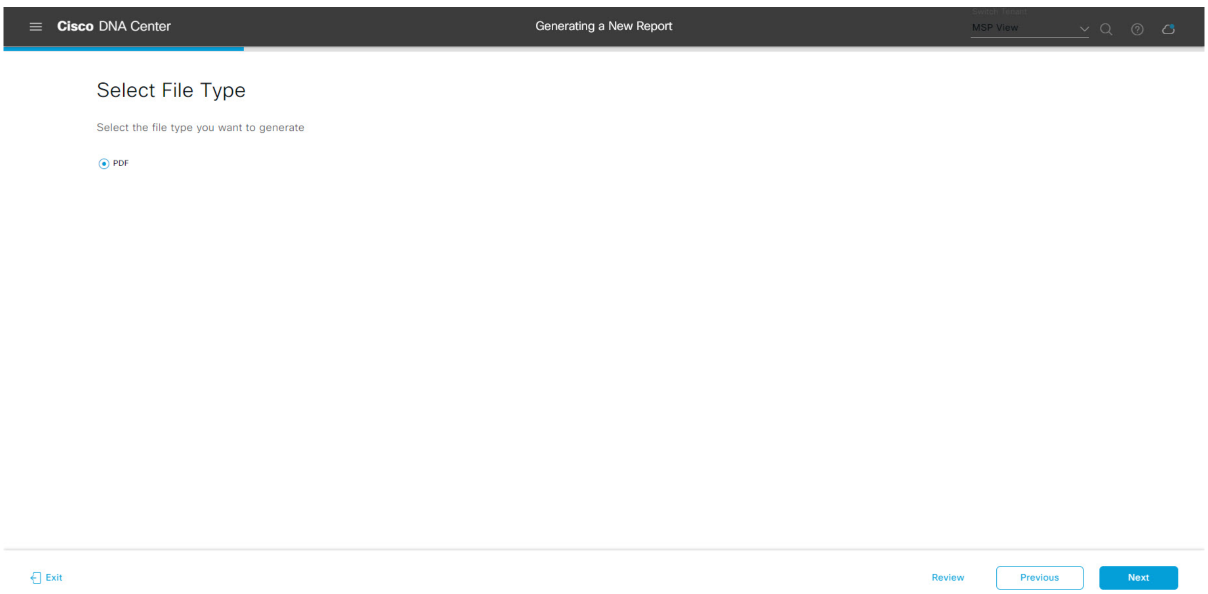
Step 9 In the **Select File Type** window, select the file type for the report.

Depending upon the report that you are creating, the following **File Type** options may be available:

- **PDF**
- **CSV**
- **Tableau Data Extract**
- **JSON**

For the **CSV**, **JSON**, and **Tableau Data Extract** file types, a **Fields** option displays that permits you to select attributes (additional fields) for the CSV, JSON, and Tableau Data Extract results.

Figure 88: Select File Type



Click **Next** to proceed. The **Schedule Report** window opens.

Step 10 In the **Schedule Report** window, select the time range and schedule for the report.

The following **Time Range** options are available:

- **Last 3 hours**
- **Last 24 hours**
- **Last 7 days**
- **Custom**

Note Clicking **Custom** opens up fields where you can choose the date and time interval per the specific report type, as well as the time zone (GMT) for the time range.

The following **Schedule** options are available:

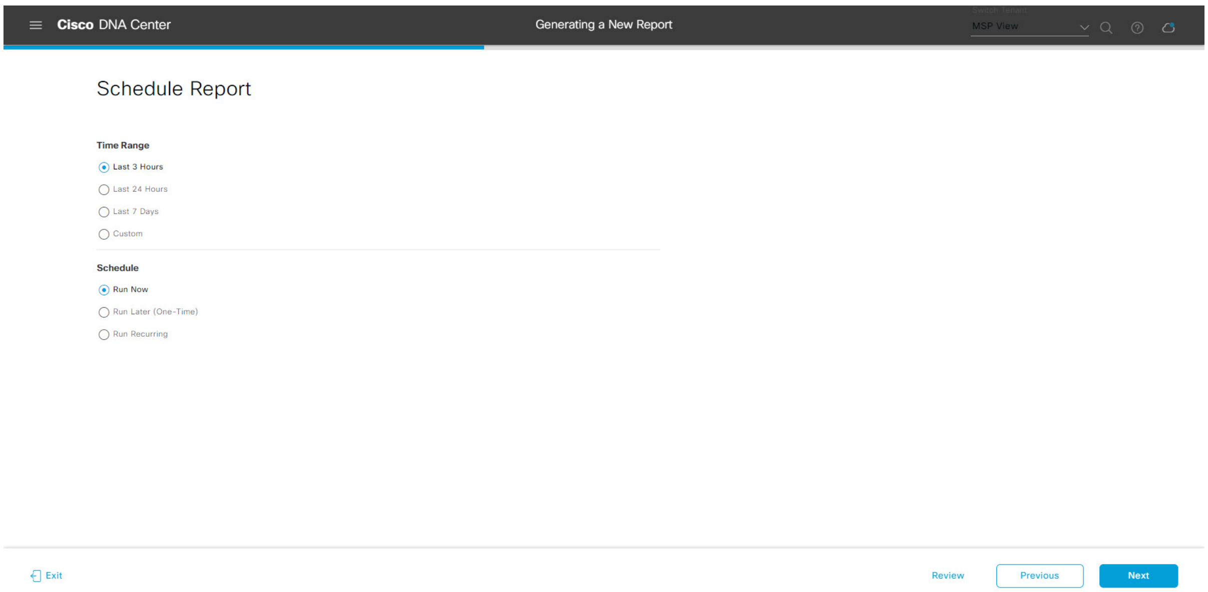
- **Run Now**
- **Run Later**

- **Run Recurring**

You can also select a time zone for the report when configuring with the following **Schedule** options:

- **Custom**
- **Run Later (One Time)**
- **Run Recurring**

Figure 89: Schedule Report



Click **Next** to proceed. The **Delivery and Notification** window opens.

Step 11 In the **Delivery and Notification** window, select the Delivery mechanism for the report.

The options include:

- **Email Report**: Email report is sent as a link or attachment.

  Note If you have not yet configured an SMTP server for the emails, you will be prompted to configure one. Follow the prompts to the **Email** tab in the GUI to configure a SMTP server. Click **System** > **Settings** > **External Services** > **Destinations** > **Email**.

  - **Link**: The email notification of a successfully compiled report has a link back to itself and the **Generated Reports** page under **Reports**. You can view and download the report from this link and location.

    Note Up to 20 email addresses are supported for an email report with a link. For adding more than one email, you must add the email address and press <Enter> on your keyboard. After pressing <Enter>, all the required validations for email are performed and you will be notified if there is anything wrong in the email address syntax.

  - **Attachment**: Report is attached to the email notification.

Note Email notification attachments are only supported for PDF reports. Additionally, the maximum size for a PDF report attached to an email is 20 MB. Up to 10 email addresses are supported for email attachments. For adding more than one email, you must add the email address and press <Enter> on your keyboard. After pressing <Enter>, all the required validations for email are performed and you will be notified if there is anything wrong in the email address syntax.

Cisco DNA Center sends the following email notifications for the report:

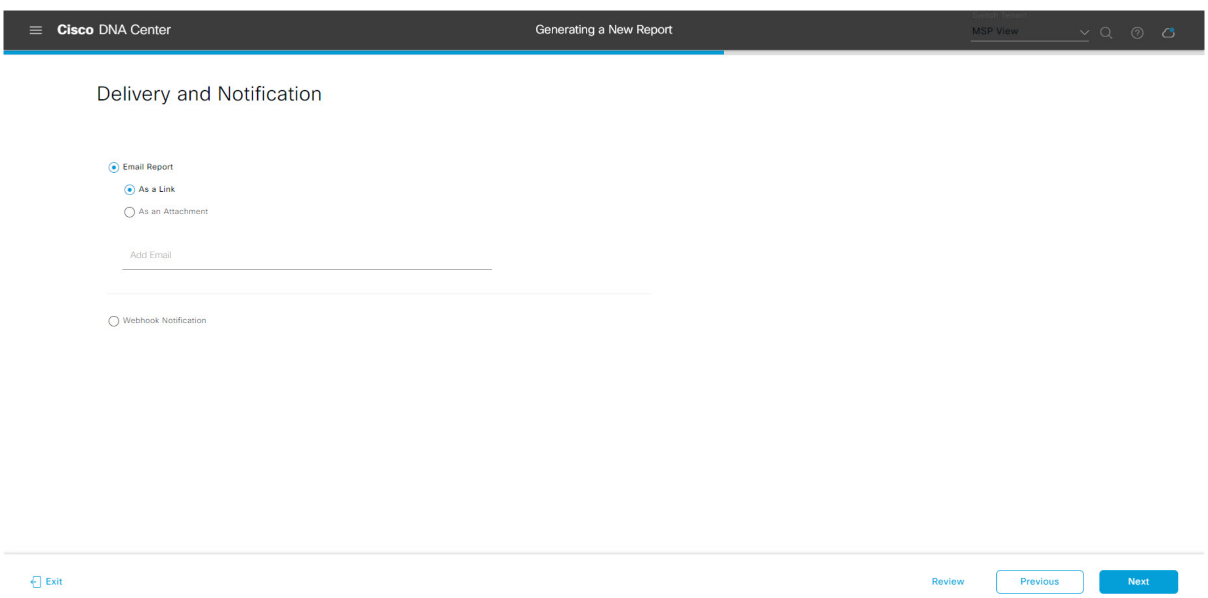
- Report is in the queue waiting to be processed.
- Report processing is in progress.
- Report has successfully been compiled and is completed.

- **Webhook Notification**: Notification is sent as a webhook to the configured webhook URL address (callback URL). Select a webhook from the drop-down list **(Subscription Profile** field).

Note If you have not yet created a webhook, you will be prompted to create one. Follow the prompts to the **Webhook** tab in the GUI to configure a webhook. In general, to configure a webhook, click **System** > **Settings** > **External Services** > **Destinations** > **Webhook** tab.

You will receive status webhook notifications for the report. For example, you will receive "In Queue", "In Progress", and "Success" webhook notifications. You will also be able to view these notifications in the GUI.

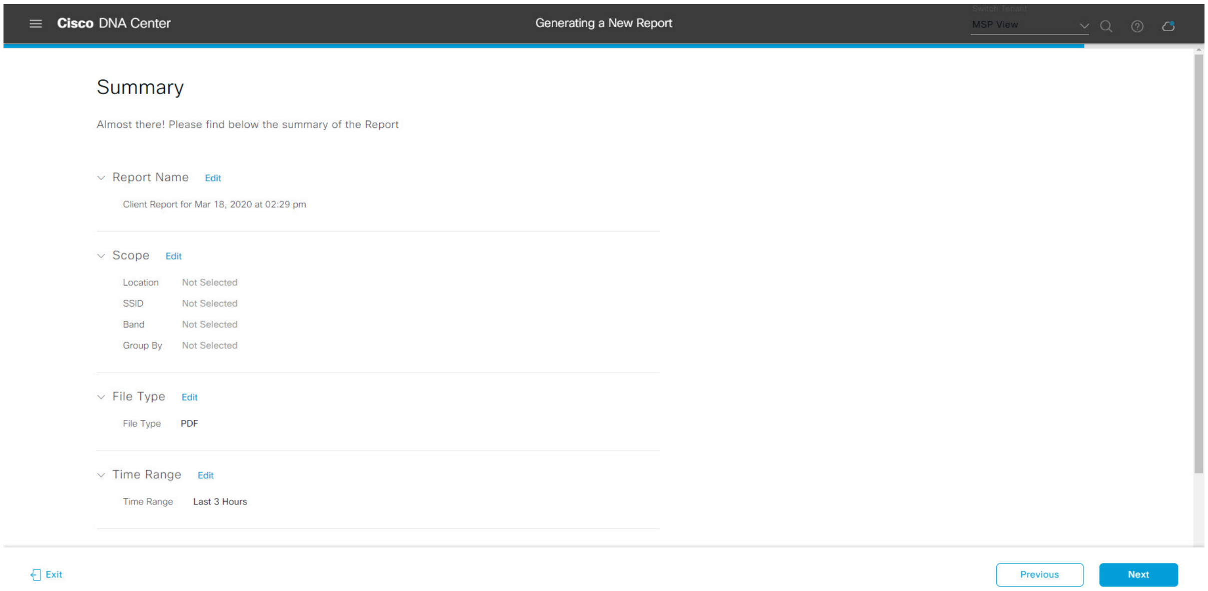
Figure 90: Delivery and Notification



Click **Next** to proceed. The **Summary** window opens.

Step 12 In the **Summary** window, review the configuration and if necessary edit any of the files.

Figure 91: Summary



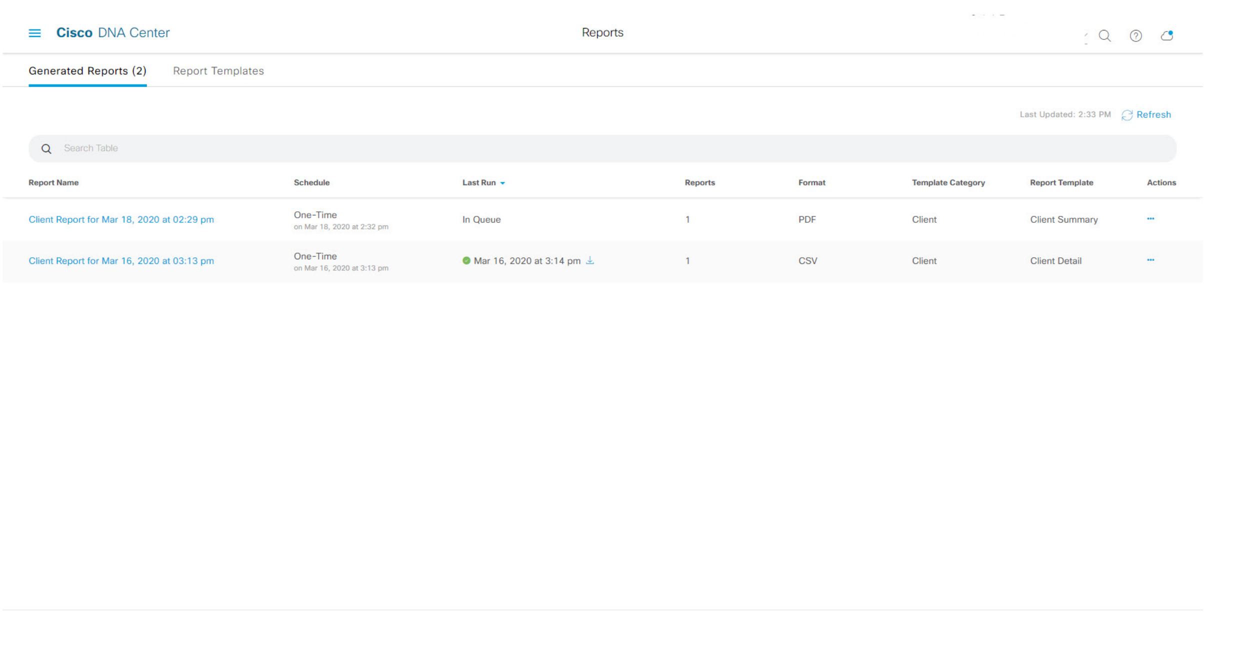
Click **Next**.

After the report is generated, a success window appears.

Step 13 Click the **View the Generated Reports** link.

The **Generated Reports** window opens with instance details of the report that was scheduled.

Figure 92: Generated Reports



What to do next

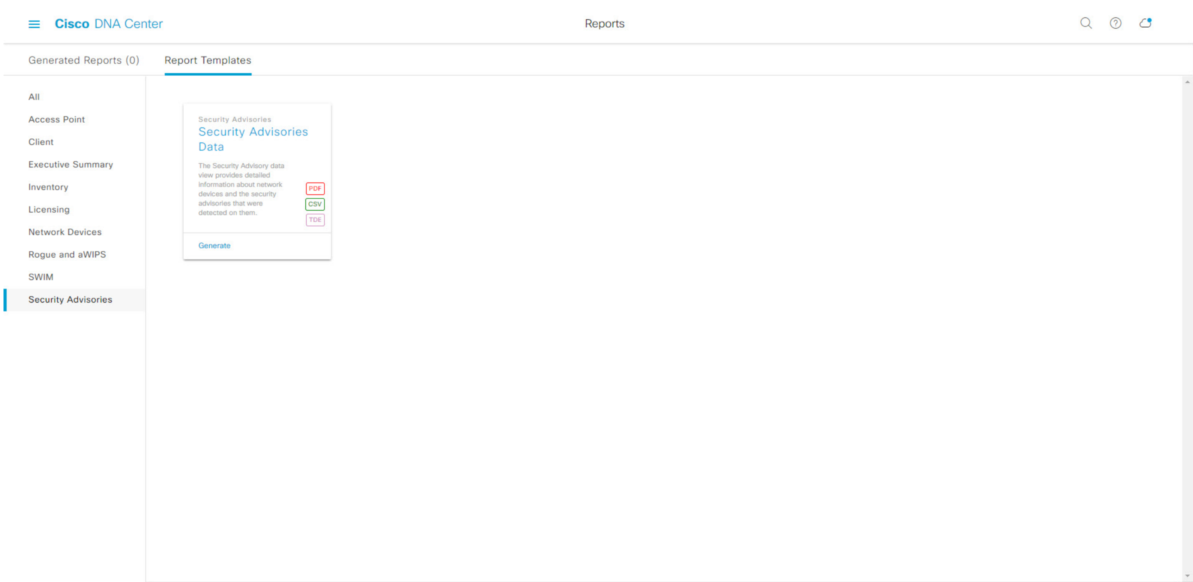
Proceed to review your report instance in **Generated Reports** window.

Note You can download, review, edit, duplicate, or delete the report in the **Generated Reports** window. For additional information, see View Generated Reports, on page 83.

Run a Security Advisories Report

Perform this procedure to configure a **Security Advisories** report about your network. You can configure a **Security Advisories** report using the **Reports** window in the Cisco DNA Center GUI.

Figure 93: Security Advisories Report



Before you begin

- Run a successful **Discovery** job in Cisco DNA Center. You can check whether a **Discovery** job is successful in **Device Inventory**. From the Menu icon (☰), choose **Provision** > **Inventory** to view the results.

Step 1 In the Cisco DNA Center GUI, click the **Menu** icon (☰) and choose **Reports** > **Report Templates**.

The **Report Templates** window opens and displays the supported reporting categories. A link represents each category. Click a link to view only the supported reports for that category.

For this release, reporting is supported for the following categories:

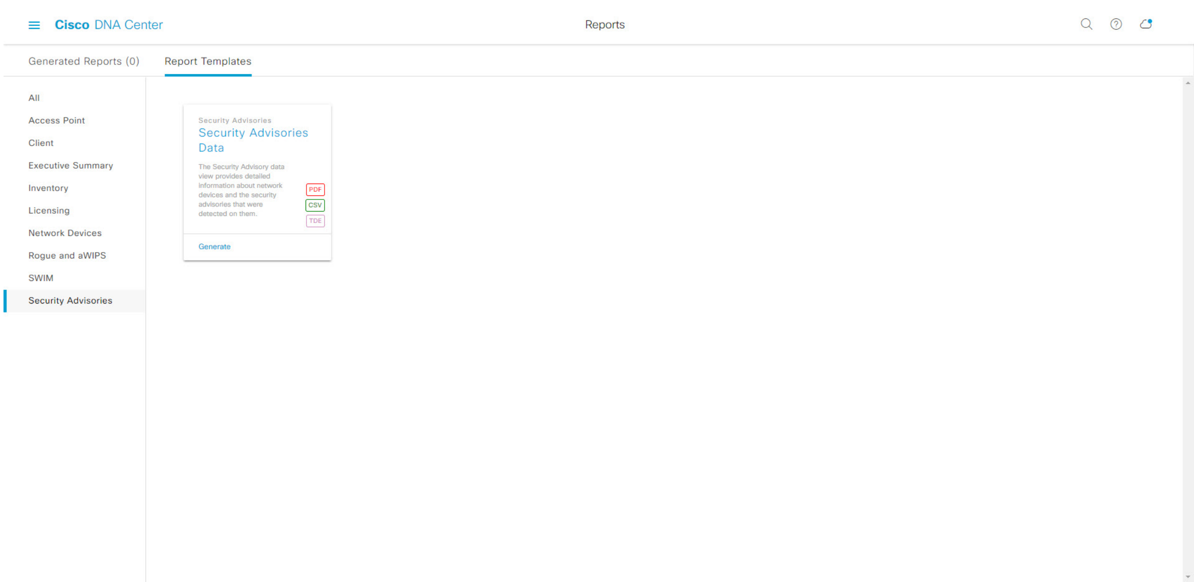
- **Access Point**: Reports that provide data about Access Points and Access Point Radios.
- **Client**: Reports that help with analyzing how the clients are performing in the network.

- **Executive Summary**: Report that helps with analyzing how devices, applications, and clients are performing in the network.
- **Inventory**: Report listing devices discovered by Cisco DNA Center.
- **Licensing**: Reports that lists devices that noncompliant devices and the reasons for noncompliance.
- **Network Devices**: Reports that provide data about the devices within your network.
- **Rogue and aWIPS**: Reports that provide data about threats within your network.
- **SWIM**: Report listing all the devices in network with software and versioning.
- **Security Advisories**: Report that provides Cisco security advisory information on the network devices.

Note The Access Point, Client, and Executive Summary reports support up to 90 days of data retention.

Step 2 After clicking on a link, review the **Report Templates** window for that selected category.

Figure 94: Report Templates Window



The **Report Templates** window displays supported report templates. Each template is represented by a tile and contains information about the report and links to configure (generate) a report. Determine which template you wish to use to generate a report. For example, for a **Security Advisories** report you can create a **Security Advisories Data** report. Within the tile are also icons that represent the supported file types for the reports (PDF, CSV, or TDE).

Step 3 In the tile, click the header to view a sample report.

A window appears for the sample report. Use the side bar in the window to scroll down and review the entire sample report. The following data is presented:

- Applied filters (data filters that were used to build the report).
- Data metrics and summaries
- Tables that assist you in analyzing the data.

Note You can use the sample report to plan how you want your report to look.

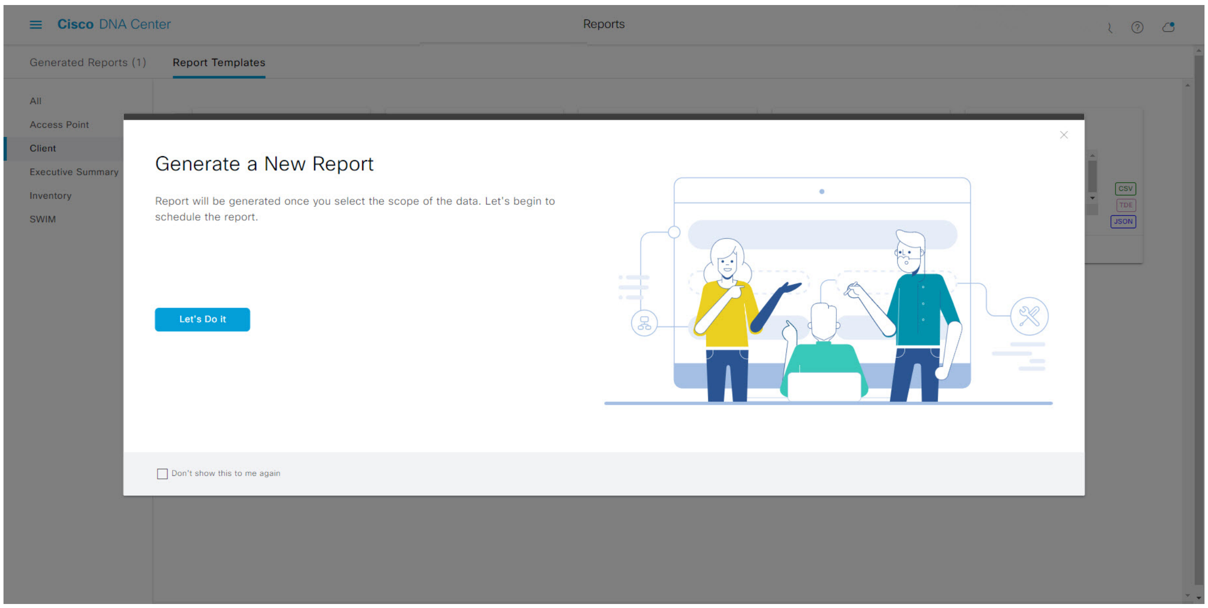
Step 4 Click **X** to close the preview.

Step 5 In the tile, click the **Generate** link to configure parameters to build a report.

The **Generate** window opens where you can select a format type for the report, apply data filters for your reports, as well as set up schedules for the actual report generation.

Step 6 In the **Generate a New Report** window, click **Let's Do It** to get started.

Figure 95: Generate a New Report



The **Select Report Template** window opens.

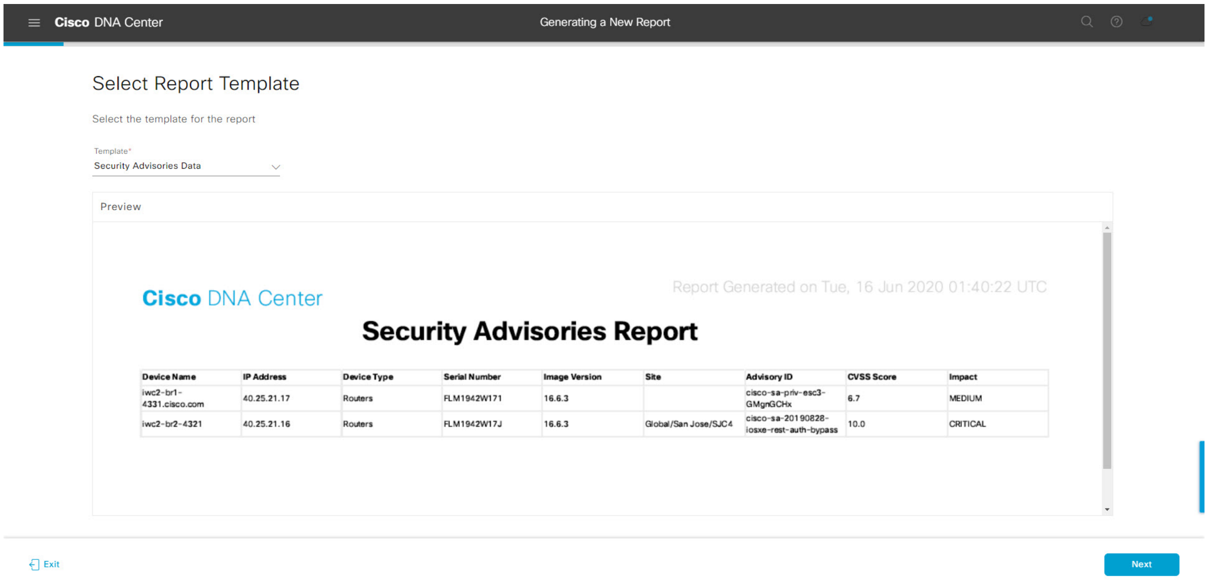
Step 7 In the **Select Report Template** window, select the template for the report.

Choose the **Template** from the drop-down lists.

Note The **Template** consists of the individual report types within the categories for the release.

You can review an autogenerated sample in the same window.

Figure 96: Select Report Template



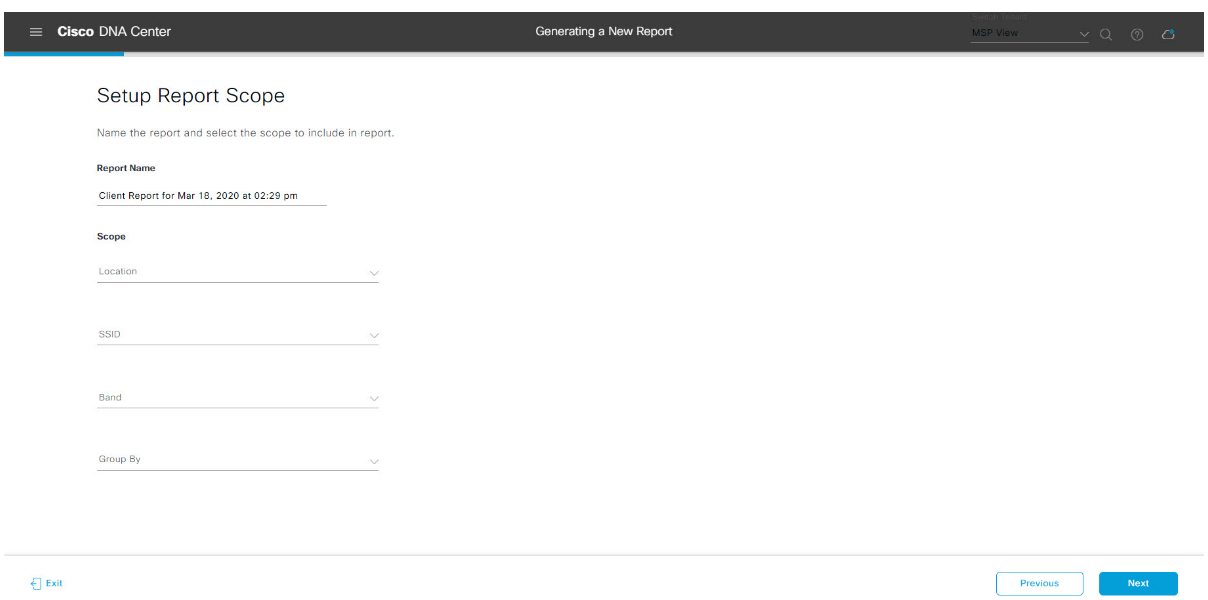
Click **Next** to proceed. The **Setup Report Scope** window opens.

Step 8 In the **Setup Report Scope** window, name the report and select the scope.

Enter a report name in the **Report Name** field and click in the **Scope** field to display the available filter. Click the filter options that you want for the report.

Note The **Setup Report Scope** options change depending upon the selected **Template**.

Figure 97: Setup Report Scope



Click **Next** to proceed. The **Select File Type** window opens.

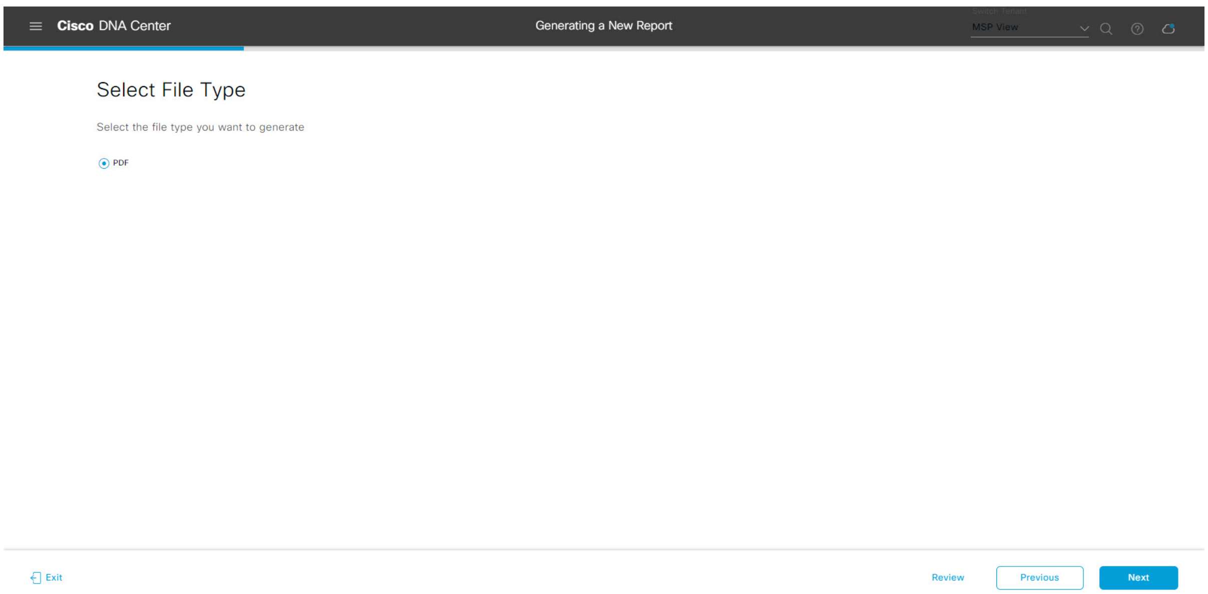
Step 9 In the **Select File Type** window, select the file type for the report.

Depending upon the report that you are creating, the following **File Type** options may be available:

- **PDF**
- **CSV**
- **Tableau Data Extract**
- **JSON**

For the **CSV**, **JSON**, and **Tableau Data Extract** file types, a **Fields** option displays that permits you to select attributes (additional fields) for the CSV, JSON, and Tableau Data Extract results.

Figure 98: Select File Type



Click **Next** to proceed. The **Schedule Report** window opens.

Step 10 In the **Schedule Report** window, select the time range and schedule for the report.

The following **Time Range** options are available:

- **Last 3 hours**
- **Last 24 hours**
- **Last 7 days**
- **Custom**

Note Clicking **Custom** opens up fields where you can choose the date and time interval per the specific report type, as well as the time zone (GMT) for the time range.

The following **Schedule** options are available:

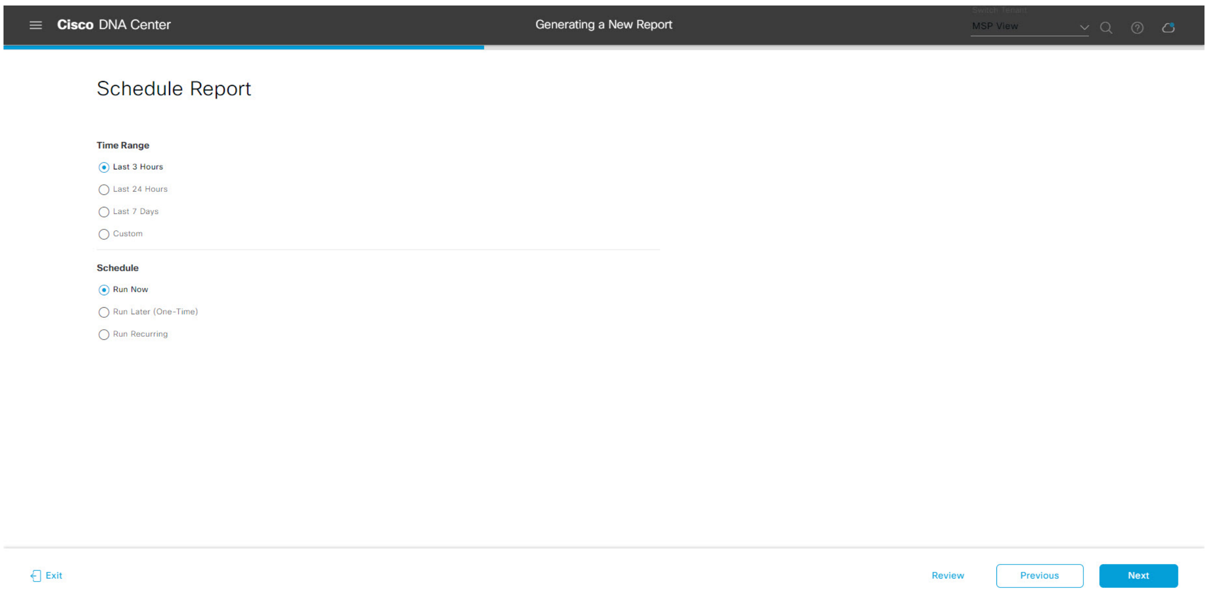
- **Run Now**

- **Run Later**
- **Run Recurring**

You can also select a time zone for the report when configuring with the following **Schedule** options:

- **Custom**
- **Run Later (One Time)**
- **Run Recurring**

Figure 99: Schedule Report



Click **Next** to proceed. The **Delivery and Notification** window opens.

Step 11 In the **Delivery and Notification** window, select the Delivery mechanism for the report.

The options include:

- **Email Report**: Email report is sent as a link or attachment.

  Note If you have not yet configured an SMTP server for the emails, you will be prompted to configure one. Follow the prompts to the **Email** tab in the GUI to configure an SMTP server. Click **System** > **Settings** > **External Services** > **Destinations** > **Email**.

  - **Link**: The email notification of a successfully compiled report has a link back to itself and the **Generated Reports** page under **Reports**. You can view and download the report from this link and location.

    Note Up to 20 email addresses are supported for an email report with a link. For adding more than one email, you must add the email address and press <Enter> on your keyboard. After pressing <Enter>, all the required validations for email are performed and you will be notified if there is anything wrong in the email address syntax.

  - **Attachment**: Report is attached to the email notification.

Note Email notification attachments are only supported for PDF reports. Additionally, the maximum size for a PDF report that is attached to an email is 20 MB. Up to 10 email addresses are supported for email attachments. For adding more than one email, you must add the email address and press <Enter> on your keyboard. After pressing <Enter>, all the required validations for email are performed and you will be notified if there is anything wrong in the email address syntax.

Cisco DNA Center sends the following email notifications for the report:

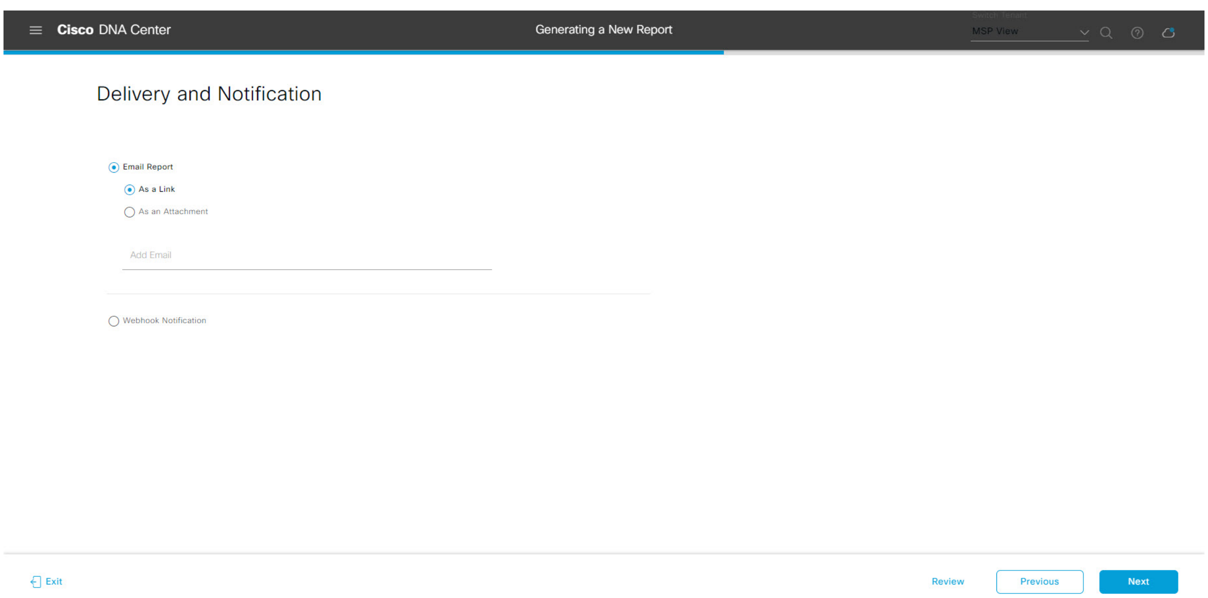
- Report is in the queue waiting to be processed.
- Report processing is in progress.
- Report has successfully been compiled and is completed.

- **Webhook Notification**: Notification is sent as a webhook to the configured webhook URL address (callback URL). Select a webhook from the drop-down list **(Subscription Profile** field).

Note If you have not yet created a webhook, you will be prompted to create one. Follow the prompts to the **Webhook** tab in the GUI to configure a webhook. In general, to configure a webhook, click **System** > **Settings** > **External Services** > **Destinations** > **Webhook** tab.

You will receive status webhook notifications for the report. For example, you will receive "In Queue", "In Progress", and "Success" webhook notifications. You will also be able to view these notifications in the GUI.

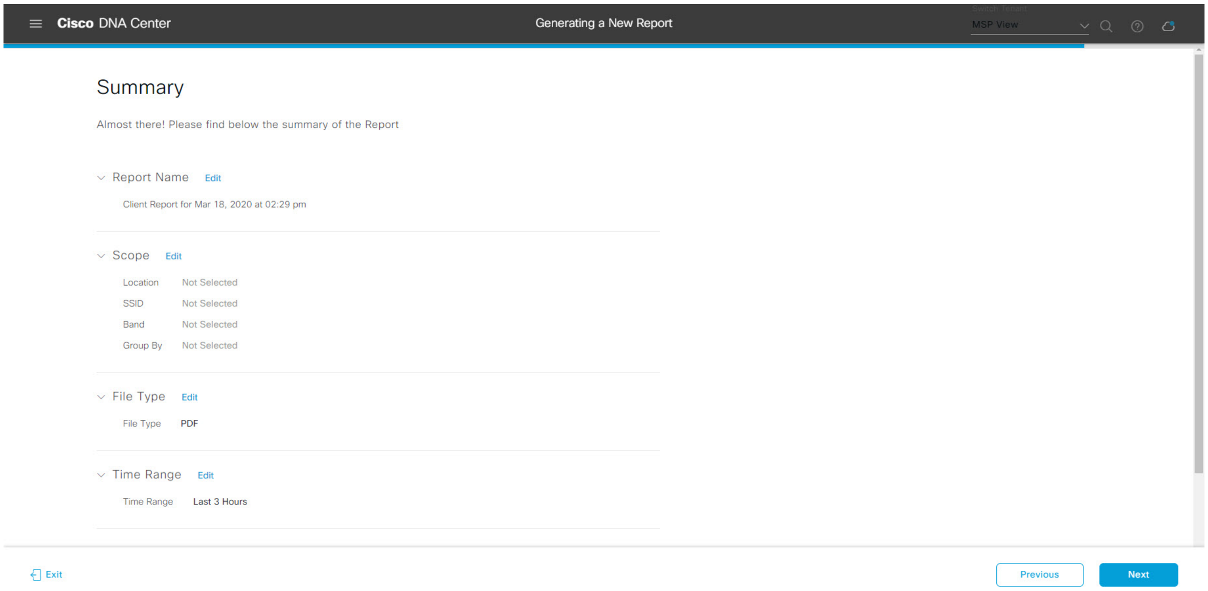
Figure 100: Delivery and Notification



Click **Next** to proceed. The **Summary** window opens.

Step 12 In the **Summary** window, review the configuration and if necessary edit any of the files.

Figure 101: Summary



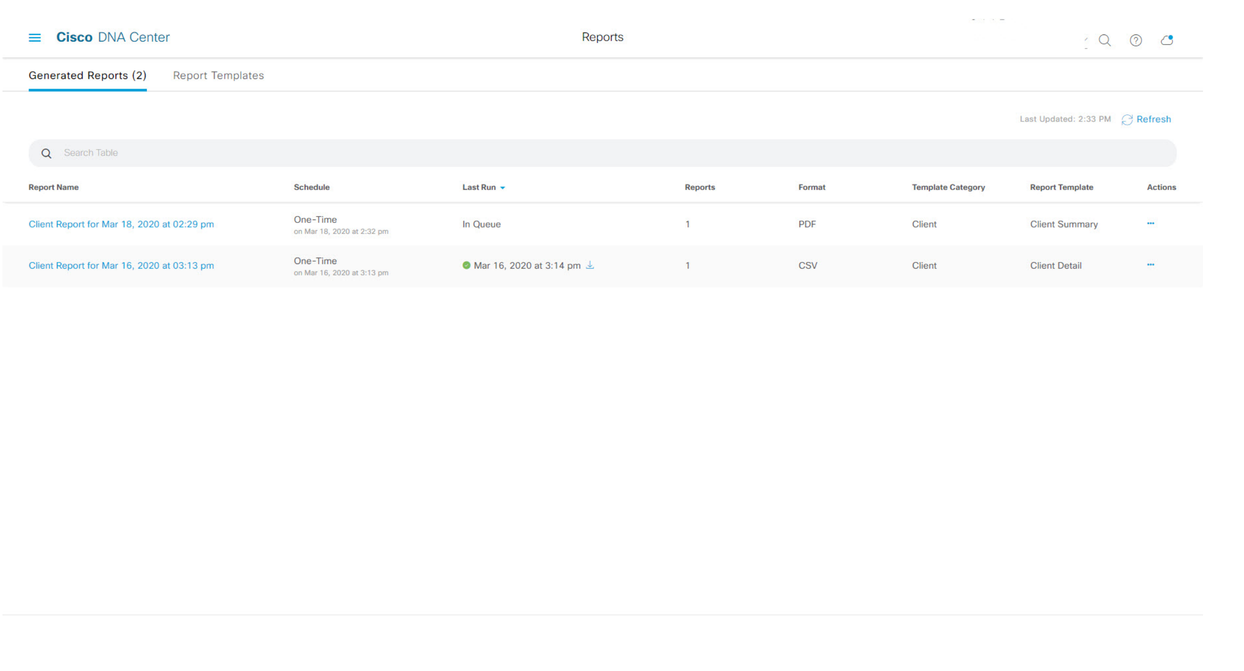
Click the **Next** button.

After the report is generated, a success window appears.

Step 13 Click the **View the Generated Reports** link.

The **Generated Reports** window opens with instance details of the report that was scheduled.

Figure 102: Generated Reports



What to do next

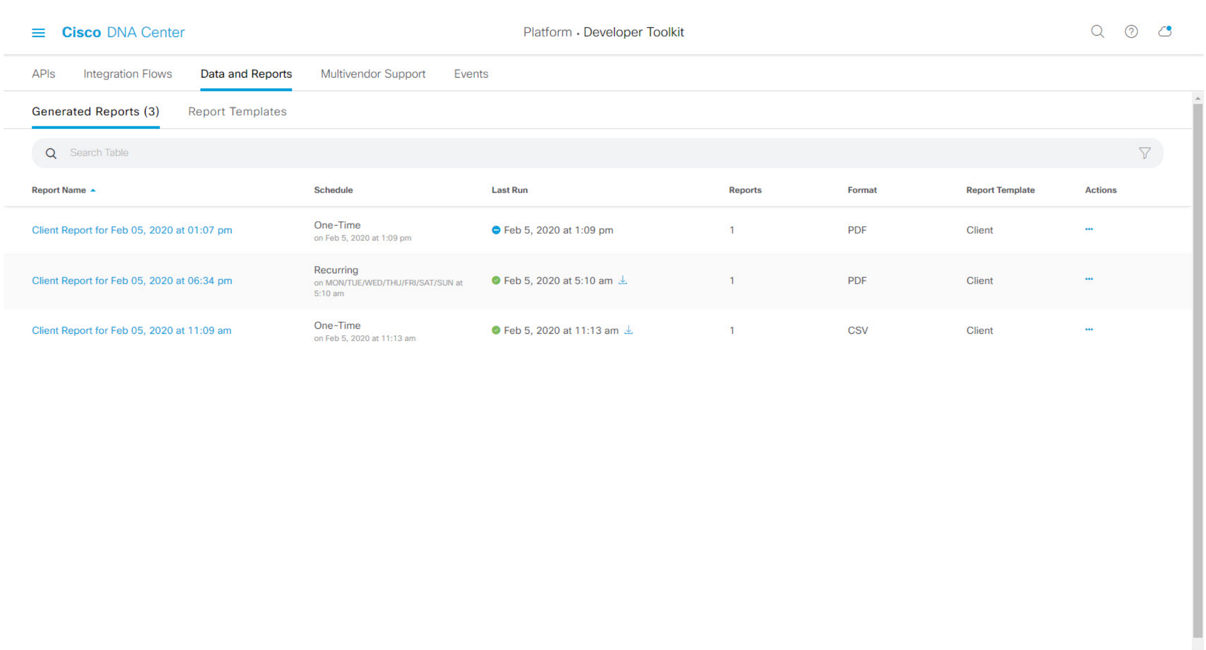
Proceed to review your report instance in **Generated Reports** window.

Note You can download, review, edit, duplicate, or delete the report in the **Generated Reports** window. For additional information, see View Generated Reports, on page 83.

View Generated Reports

Perform this procedure to download, review, edit, duplicate, or delete a previously generated report.

Figure 103: Generated Reports



Before you begin

- Run a successful **Discovery** job in Cisco DNA Center. You can check whether a **Discovery** job is successful in **Device Inventory**. From the Menu icon (), choose **Provision** > **Inventory** to view the results.
- Create a report using the **Schedule** functionality in the **Catalog**.

Step 1 In the Cisco DNA Center GUI, click the **Menu** icon () and choose **Reports**.

Step 2 Click the **Generated Reports** tab.

The following information is displayed:

- **Report Name**: Name of the report.

- If you did not give the report a name, a default name is given to the report that contains the report type with the date and time of the report.

  Note With this release, the report name becomes a link that opens up a view of the report itself within the **Generated Reports** window. Also, there is a **Download** link that is provided to download a copy of the report.

- **Schedule**: One-time generated report or reoccurring report. Also, there is a brief description of the schedule that generated the report.
- **Last Run**: Displays report execution status and details. The following report execution status types may be displayed:
  - **Not Initiated**: Report scheduled but not yet started.
  - **In Queue**: Report scheduled and in the processing queue to be executed.
  - **In Progress**: Report currently being executed.
  - **Completed**: Report execution completed displaying the date and time.

    Clicking on the icon (downward pointing arrow) downloads the last generated report.
  - **Expired**: Report expired and no longer available in Cisco DNA Center.
  - **Error**: Report execution failed.
- **Reports**: Number of reports up to a total of 7.

  Hover (mouse) over the displayed report number and **View Report List** appears. Click **View Report List** to display a reports dialog box. The reports dialog box lists all the report executions, their status (**Not Initiated**, **In Queue**, **In Progress**, **Completed**, **Expired**, and **Error**) and a **Download** button to download a copy. Clicking **Error** displays any errors and warnings for the report execution.

  Important Cisco DNA Center retains a total of 7 reports. Specifically, Cisco DNA Center retains the last 7 reports that are executed, as well as the last 7 reports executed over the last 7 days (week). For example, if you run 8 reports in a single day, Cisco DNA Center will only retain the last 7 reports. If you schedule 1 report for each day, Cisco DNA Center will only keep the most recent 7 reports over the last 7 days (week). You can also export the reports in their various formats from the Cisco DNA Center and archive them to a safe location.

- **Format**: File format type, for example a PDF or CSV file format.
- **Template Category**: Type of report based on the catalog options (Client, Executive Summary, SWIM, or Inventory).
- **Report Template**: Template used when generating the report.
- **Actions**: List of tasks you can perform with the reports.

You can adjust the downloads that are displayed in the GUI by clicking the **Filter** icon and using the filter, or entering a keyword in the **Find** field.

Step 3 Click **Actions** to perform one or more of the following tasks:

- **View Config**: Opens a window where the configured parameters for the report are displayed (including the schedule). You can review the configured report parameters in this window. You cannot make any changes to the report configuration in this window. This is a read-only view. If you must edit the configuration, click **Edit**. You can both view and edit a report configuration by clicking **Edit**.

- **Edit**: Opens a window where configured parameters for the report are displayed (including the schedule). You can review the parameters and also edit them in this window. Click **Save** after making any edits to the report.

  Important After you edit and update the report configuration, any future report executions reflect this new configuration. This is important if reports are being generated on a reoccurring schedule. Also, if you edit and update a report configuration, all the previous reports in Cisco DNA Center will be deleted. The GUI displays a warning about the deletion when clicking the **Save** button in the window. You do not have to make any edits in the configuration to click the **Save** button and delete all previous reports.

- **Duplicate**: Opens the **Duplicate** window where you can either view or configure the parameters for the report. Click **Generate Report** to generate the report again.

  Note If you want to create a new report based on an existing report and its configuration, use the **Duplicate** option and make changes to the configuration. This permits you to create a new report similar to the existing one, while retaining the existing report and its configuration. If you want to discard the existing report and completely replace it with a new report, use the **View Config** and **Edit** options as described previously.

- **Run Now**: Starts the process to execute the report. A Success message appears after a successful report execution.

  Note If you try to execute a report and there are 7 previous reports, the GUI displays a warning that only the last 7 reports are saved. You use the **Run Now** option when you must generate a report outside of an existing schedule for the reports.

- **Delete**: Deletes the report. You are prompted to confirm that this action before the report is deleted.