



## Reports

---

- [About Reports](#), on page 1
- [Run Your First Report](#), on page 2
- [Run an Access Point Report](#), on page 11
- [Run a Client Report](#), on page 19
- [Run a Compliance Report](#), on page 27
- [Run a Configuration Archive Report](#), on page 29
- [Run an End-of-Life Report](#), on page 31
- [Run an Executive Summary Report](#), on page 39
- [Run an Inventory Report](#), on page 48
- [Run a Licensing Report](#), on page 56
- [Run a Network Devices Report](#), on page 64
- [Run a Rogue and aWIPS Report](#), on page 72
- [Run an ROI Report](#), on page 81
- [Run a Security Advisories Report](#), on page 82
- [Run a SWIM Report](#), on page 91
- [View Generated Reports](#), on page 99

## 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.

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

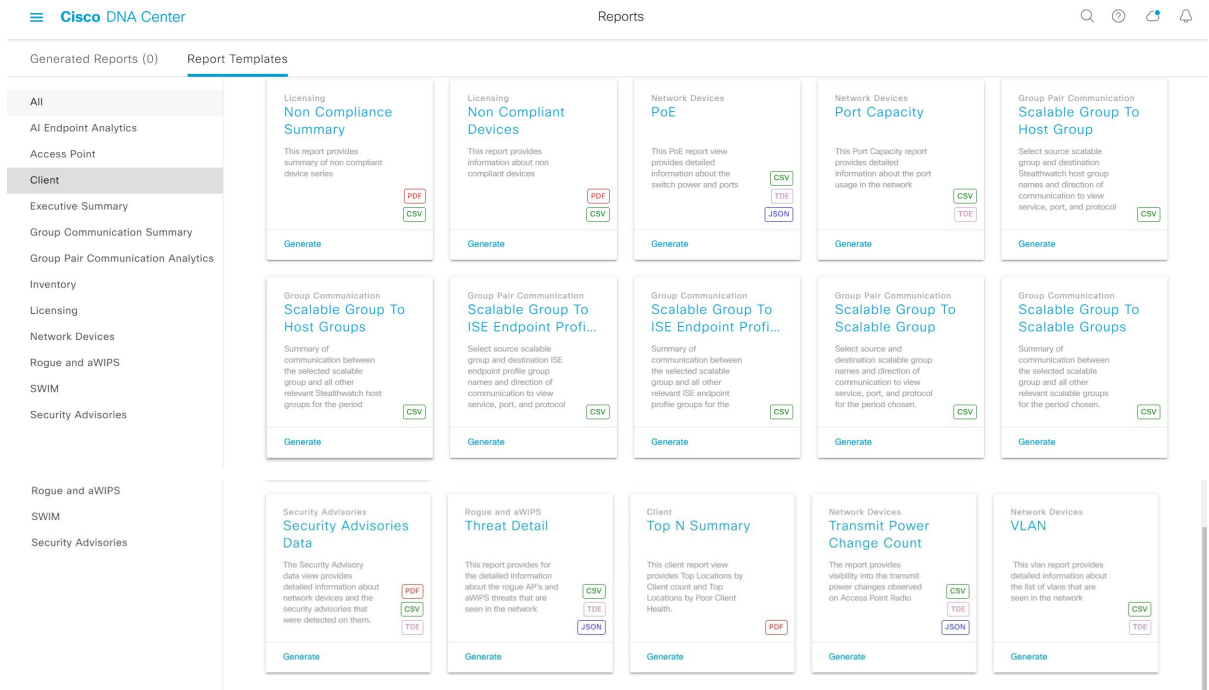
Perform this procedure to begin running specialized data reports about your network. You can configure data reports using the **Reports** window in the Cisco DNA Center GUI.

**Figure 1: Reports Window**

The screenshot displays the 'Reports' window in the Cisco DNA Center GUI. It features a sidebar on the left with a navigation menu and a main area with a grid of report templates. Each template includes a title, a brief description, and icons for generating the report in PDF, CSV, TDE, or JSON formats.

**Report Templates:**

- Licensing AireOS Controllers Licenses:** Provides license information about AireOS controllers. (PDF, CSV)
- Inventory All Data:** The all data view provides detailed information about network devices, Distribution of devices over time, Device Count by Site, Device Count by. (PDF, CSV, TDE)
- SWIM All Data:** The all data view provides detailed information about software image updates on devices. (PDF, CSV, TDE)
- Access Point AP:** This report contains a detailed list of Access Points in the network. (CSV, TDE, JSON)
- Access Point AP Radio:** This report contains a detailed list of Access Point Radios in the network. (CSV, TDE, JSON)
- Client Busiest Client:** This client report view provides busiest clients by usage, tx bytes or rx bytes. (CSV, TDE, JSON)
- Network Devices Channel Change Count:** The report provides visibility into the channel changes observed on Access Point Radio. (CSV, TDE, JSON)
- Client Client Detail:** This client report view provides detailed information about the list of clients that are seen in the network. (CSV, TDE, JSON)
- Client Client Session:** This client session report view provides detailed information about the wireless client sessions seen in the network. (CSV, TDE, JSON)
- Client Client Summary:** This client report view provides an executive summary like health and counts of clients that are seen in the network. (PDF)
- Client Client Trend:** This client report view provides client count trend and client traffic trend for the given time period. (PDF)
- AI Endpoint Analytics Endpoint Profiling:** This endpoints report view provides profiling information about the endpoints that are seen in the network. (CSV)
- Executive Summary Executive Summary:** Analyze how the network is performing with insights into network devices, clients and issues. (PDF)
- Group Pair Communication Host Group To Scalable Group:** Select source Stealthwatch host group and destination scalable group names and direction of communication to view. (CSV)
- Group Communication Host Group To Scalable Groups:** Summary of communication between the selected Stealthwatch host groups and all other relevant scalable groups for the period chosen. (CSV)
- Group Pair Communication ISE Endpoint Profile Group To Scalable...:** Select source ISE endpoint profile group and destination scalable group names and direction of communication to view service, port, and protocol. (CSV)
- Group Communication ISE Endpoint Profile Group To Scalable...:** Summary of communication between the selected ISE endpoint profile groups and all other relevant Stealthwatch host groups. (CSV)
- Licensing License Usage Upload Details:** Provides information about license usage uploading schedule. (PDF, CSV)
- Network Devices Network Device Availability:** This network device availability report view provides detailed information about average availability of devices. (CSV, TDE, JSON)
- Rogue and aWIPS New Threat:** This report provides for the detailed information about the new rogue APs and aWIPS threats that are seen in the network. (CSV, TDE, JSON)



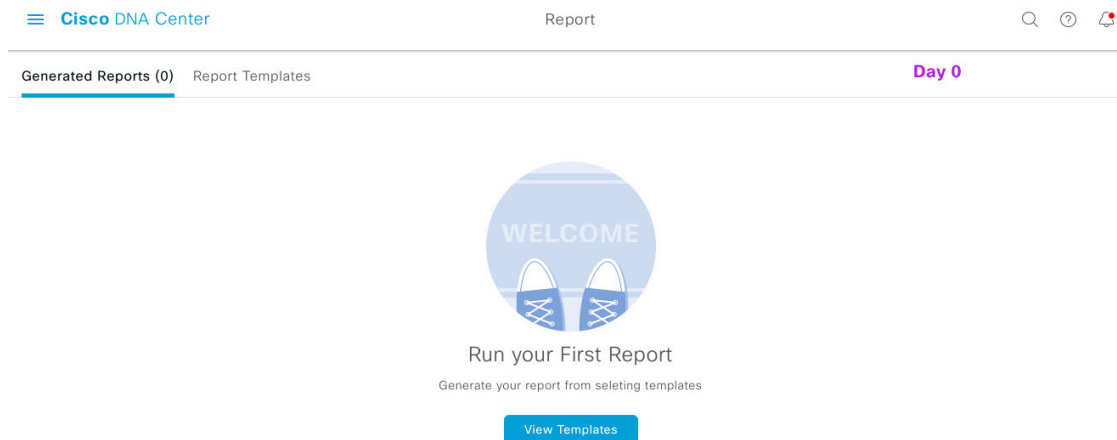
**Before you begin**

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

**Step 1** Click the menu icon (☰) and choose **Reports**.

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

*Figure 2: 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:

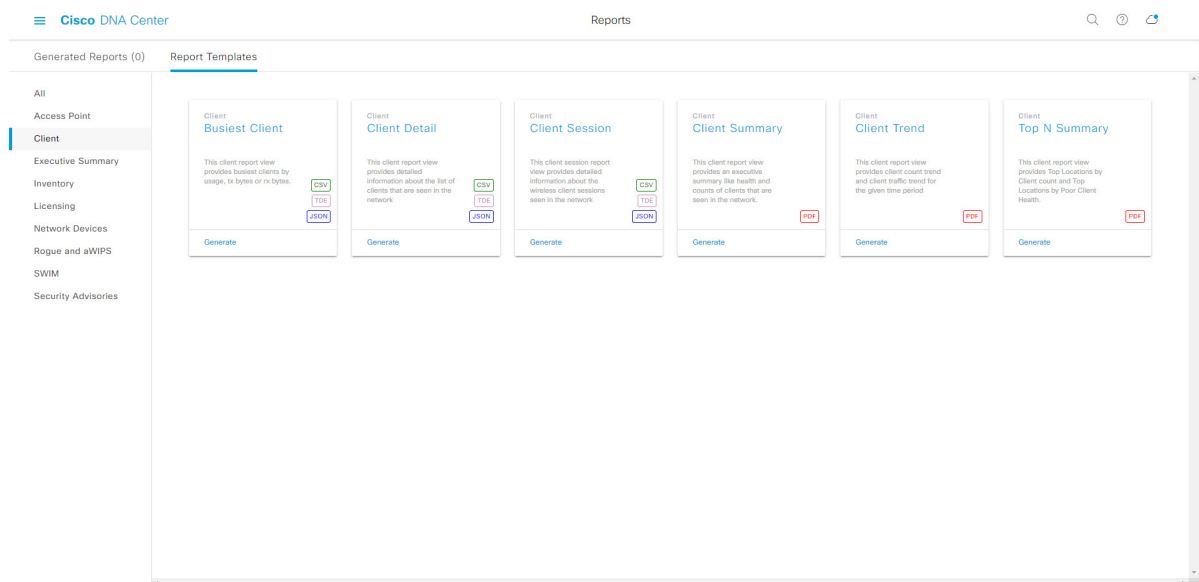
**Note** The Access Point, Client, and Executive Summary reports support up to 90 days of data retention.

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 a link, review the **Report Templates** window for that selected category.

**Figure 3: 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

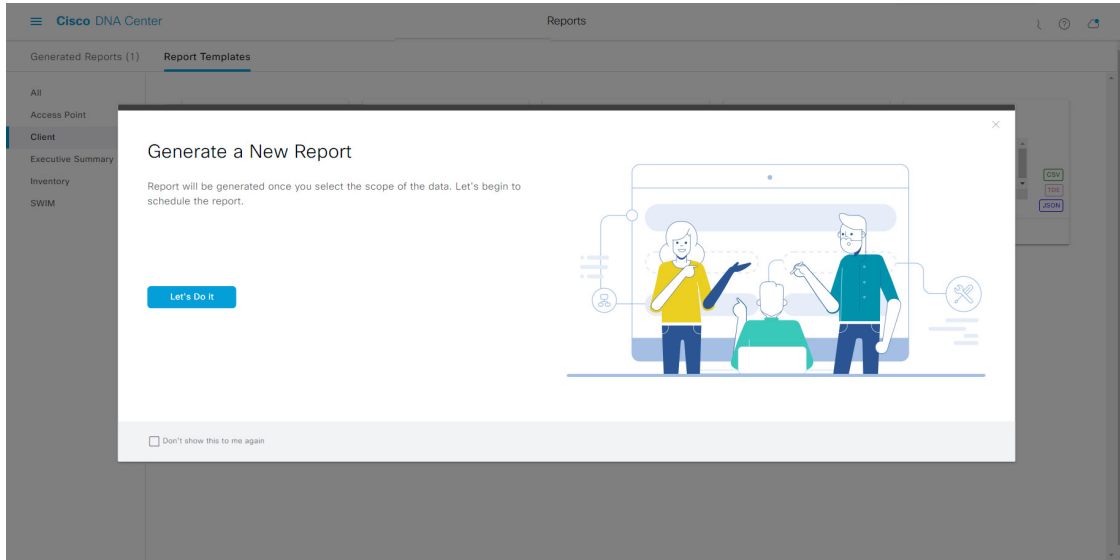
Click **X** to close the preview.

**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 4: Generate a New Report**



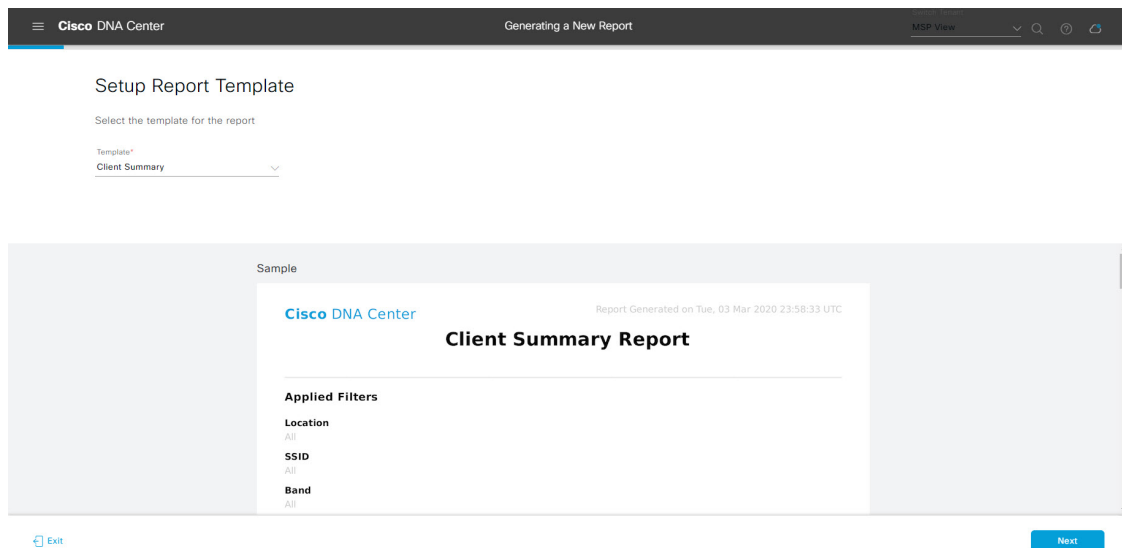
The **Select Report Template** window opens.

**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 5: Setup Report Template**



Click **Next**. 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 6: Setup Report Scope**

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

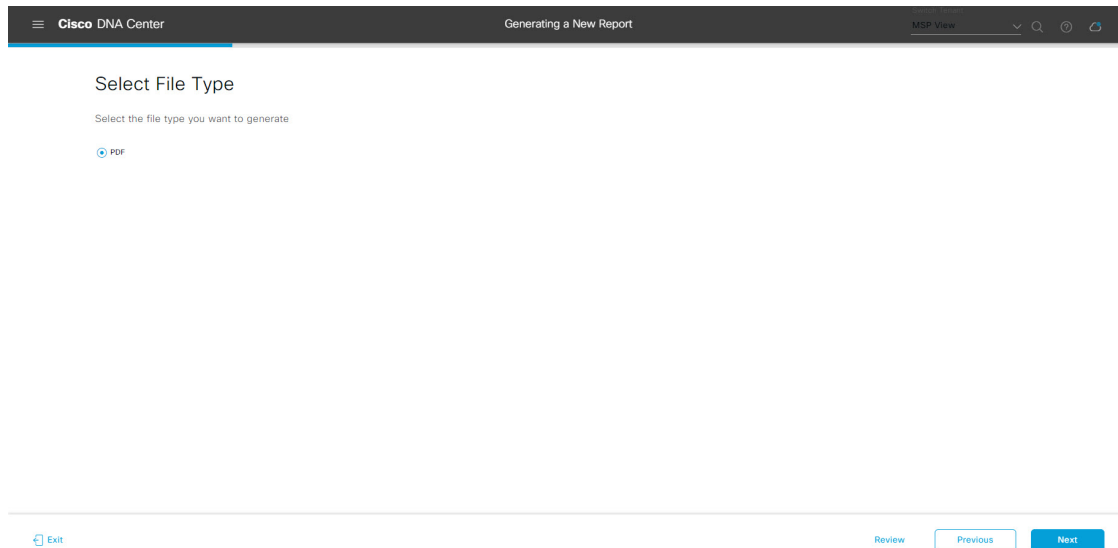
### Step 10

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 7: Select File Type**

Click **Next**. 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.

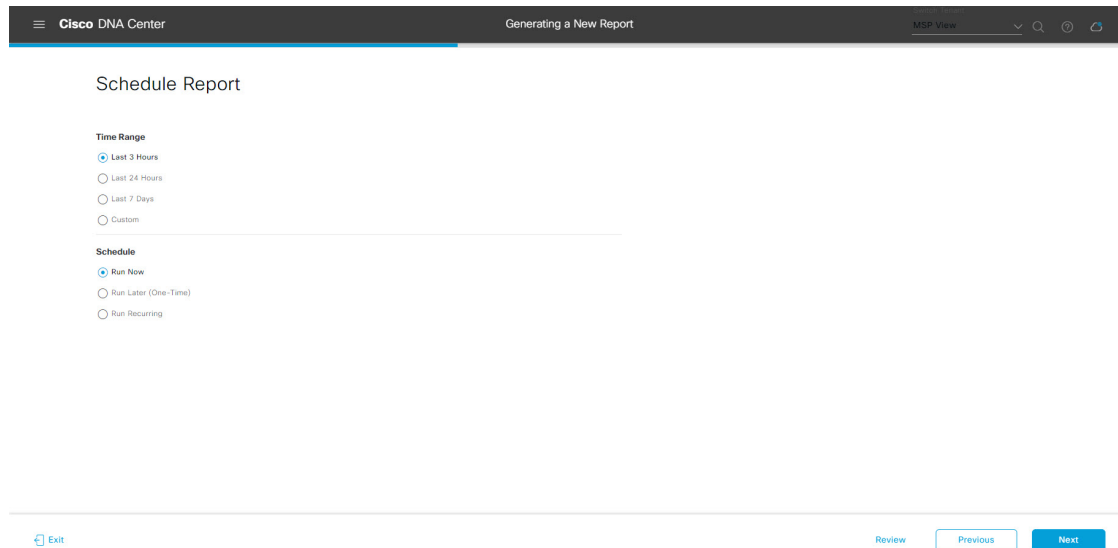
The following **Schedule** options are available:

- **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 8: Schedule Report



Click **Next**. 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** Email notifications with embedded links to reports support up to 20 email addresses. To add multiple email addresses, you need to add each email address separately and press **Enter** (on your keyboard) after each addition. Cisco DNA Center platform validates the email addresses and notifies you if the syntax is incorrect.

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

**Note** PDF reports support email notification attachments of up to 20-MB in size and up to 10 email addresses. To add multiple email addresses, you need to add each email address separately and press **Enter** (on your keyboard) after each addition. Cisco DNA Center platform validates the email addresses and notifies you if the syntax is incorrect.

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.

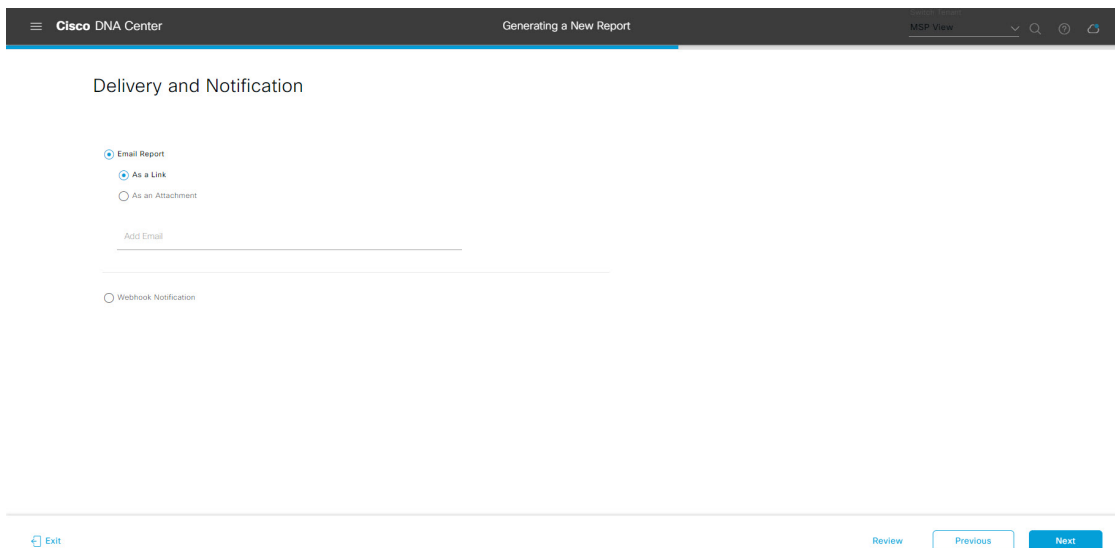


- Report has successfully been compiled and is completed.
- **Webhook Notification:** Notification is sent as a webhook to the configured webhook URL address (callback URL). Select a webhook from the drop-down list (**Subscription Profile** field).

**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.

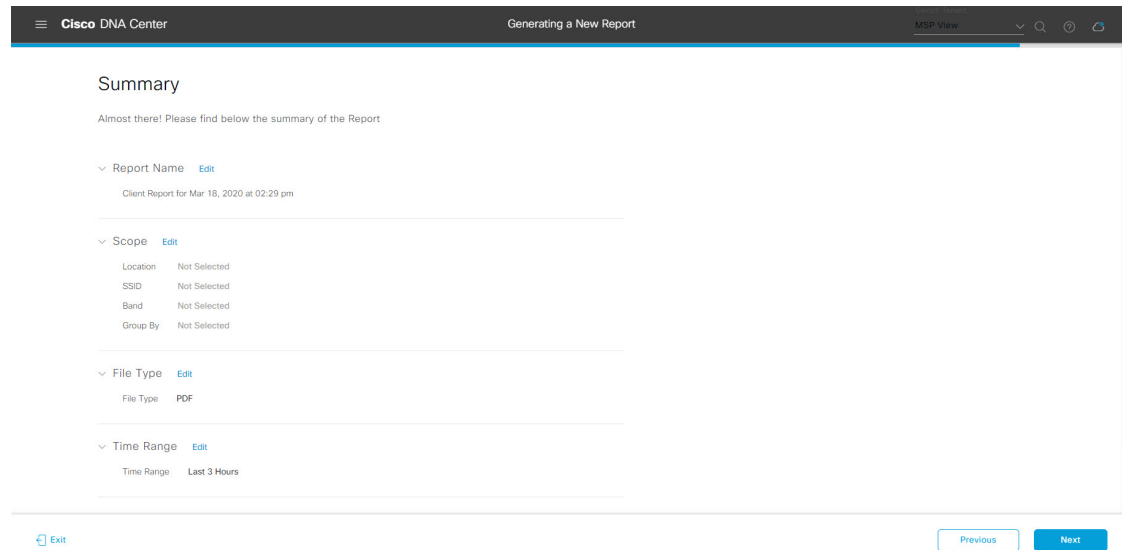
**Figure 9: Delivery and Notification**



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

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

Figure 10: Summary



Click **Next**.

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 11: Generated Reports

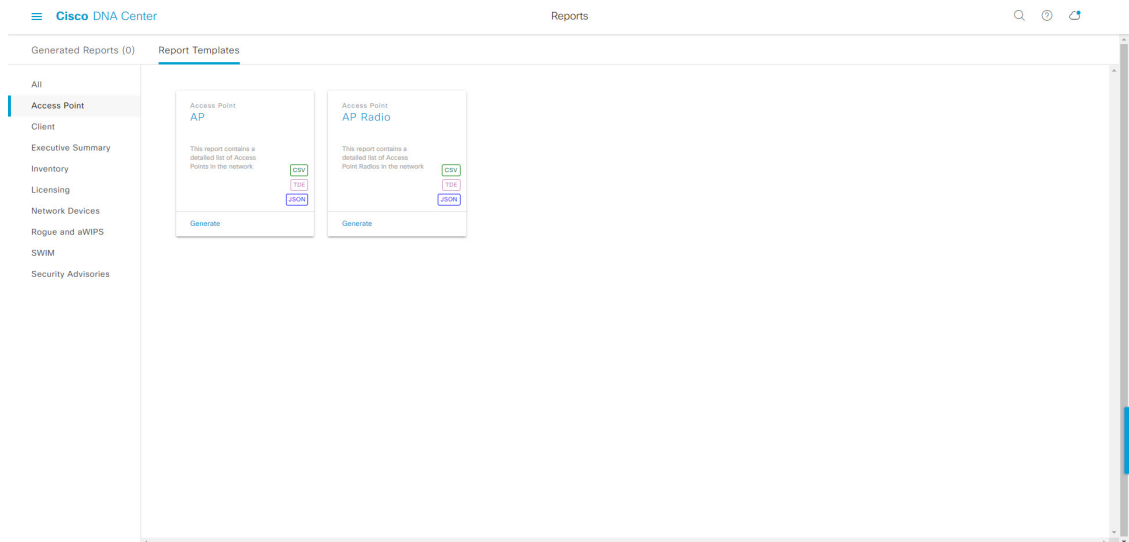
Report Name	Schedule	Last Run	Reports	Format	Template Category	Report Template	Actions
Client Report for Mar 18, 2020 at 02:29 pm	One-Time on Mar 18, 2020 at 2:32 pm	In Queue	1	PDF	Client	Client Summary	—
Client Report for Mar 16, 2020 at 03:13 pm	One-Time on Mar 16, 2020 at 3:13 pm	Mar 16, 2020 at 3:14 pm ↓	1	CSV	Client	Client Detail	—

You can download, review, edit, duplicate, or delete the report in the **Generated Reports** window. For more information, see [View Generated Reports, on page 99](#).

# 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 12: 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**. Click the menu icon (☰) and choose **Provision** > **Inventory** to view the results.

## Step 1

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:

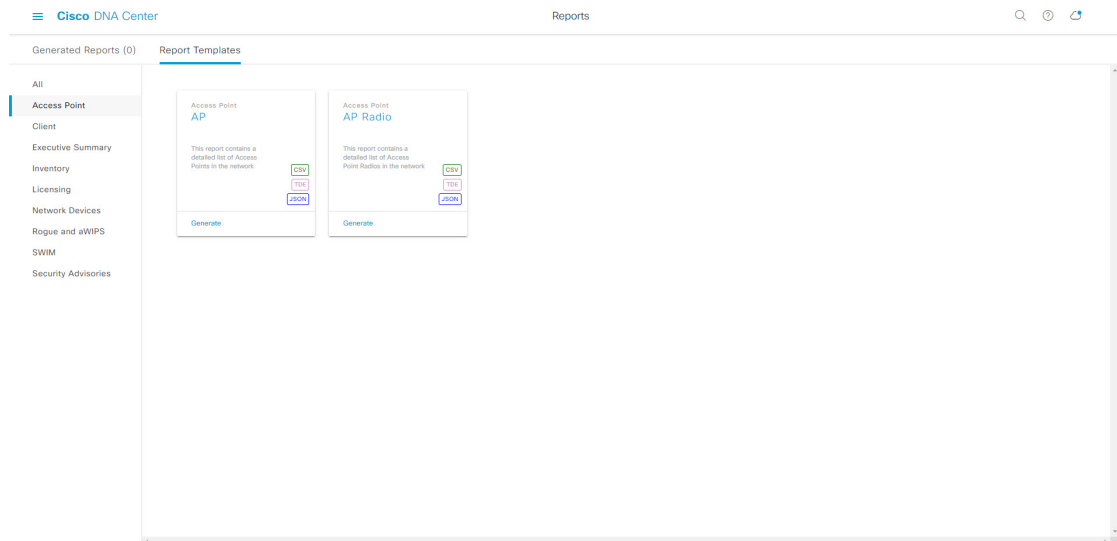
- **Access Point**: Reports that provide data about Access Points and Access Point Radios.
- **Client**: Reports that help with analyzing how the clients are performing in the network.
- **Executive Summary**: Report that helps with analyzing how devices, applications, and clients are performing in the 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 13: Report Templates Window**



In the **Report Templates** window, each template is represented by a tile and contains information about the report and links to configure (generate) a report. Determine which template you want to use to generate a report. For an **Access Point** report, you can create an **AP**, **AP Radio**, **AP RRM Events**, or **AP Performance** report. For the **Access Point** report, supported file types are CSV, TDE, and 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.

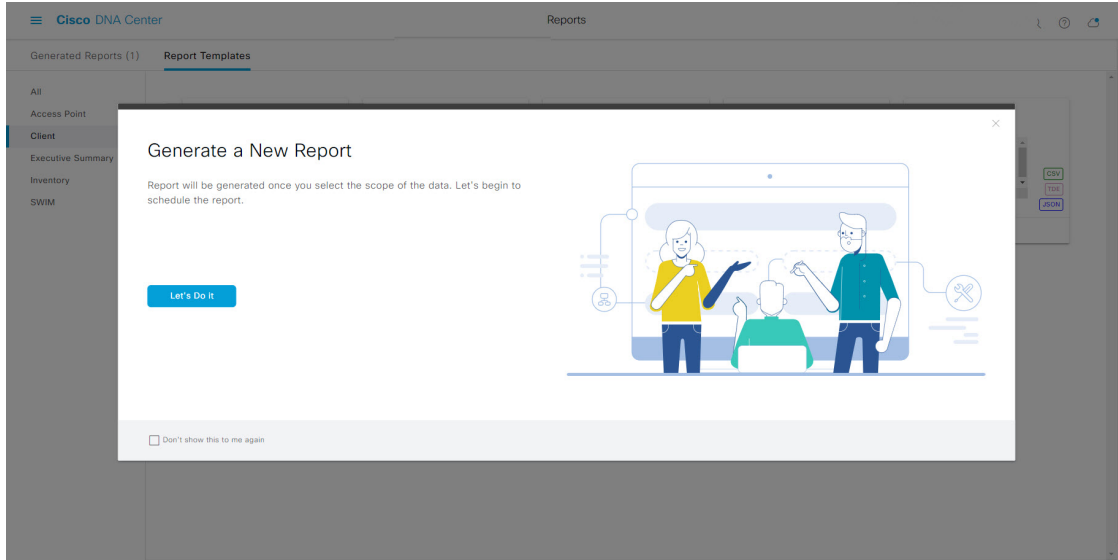
**Step 5** In the tile, click the **Generate** link to configure parameters to build a report.

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.

To skip this screen in the future, check the **Don't show this to me again** check box.

Figure 14: Generate a New Report



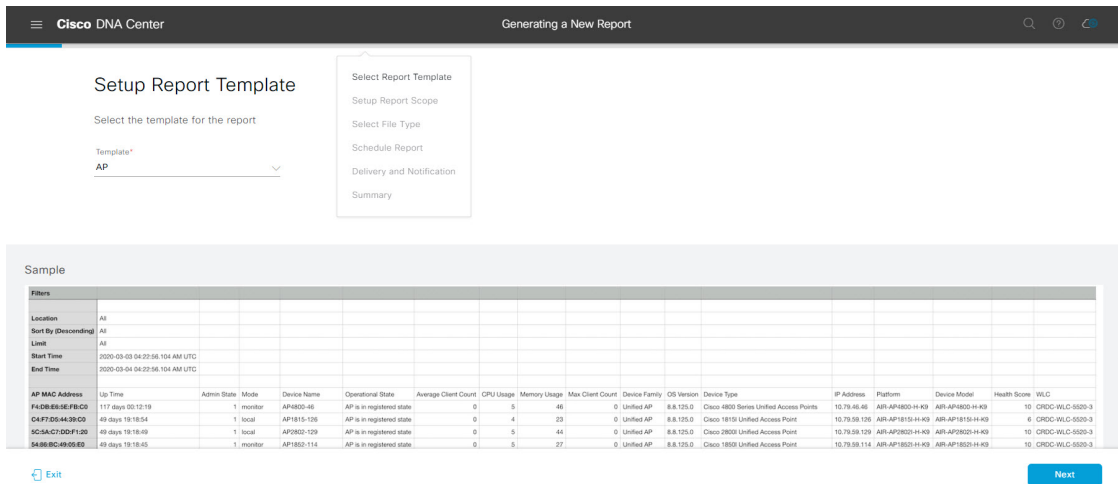
**Step 7**

In the **Select Report Template** window, choose the template from **Template** drop-down list.

**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 15: Setup Report Template



**Step 8**

Click **Next**.

The **Setup Report Scope** window appears.

**Step 9**

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 16: Setup Report Scope

The screenshot shows the 'Setup Report Scope' configuration page in Cisco DNA Center. The page title is 'Setup Report Scope' and the subtitle is 'Name the report and select the scope to include in report.' The page contains the following fields:

- Report Name:** Client Report for Mar 18, 2020 at 02:29 pm
- Scope:**
  - Location: [Dropdown menu]
  - SSID: [Dropdown menu]
  - Band: [Dropdown menu]
  - Group By: [Dropdown menu]

At the bottom of the page, there are three buttons: 'Exit', 'Previous', and 'Next'.

**Step 10** Click **Next**.

**Step 11** 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 17: Select File Type



**Step 12** Click **Next**.

**Step 13** 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.

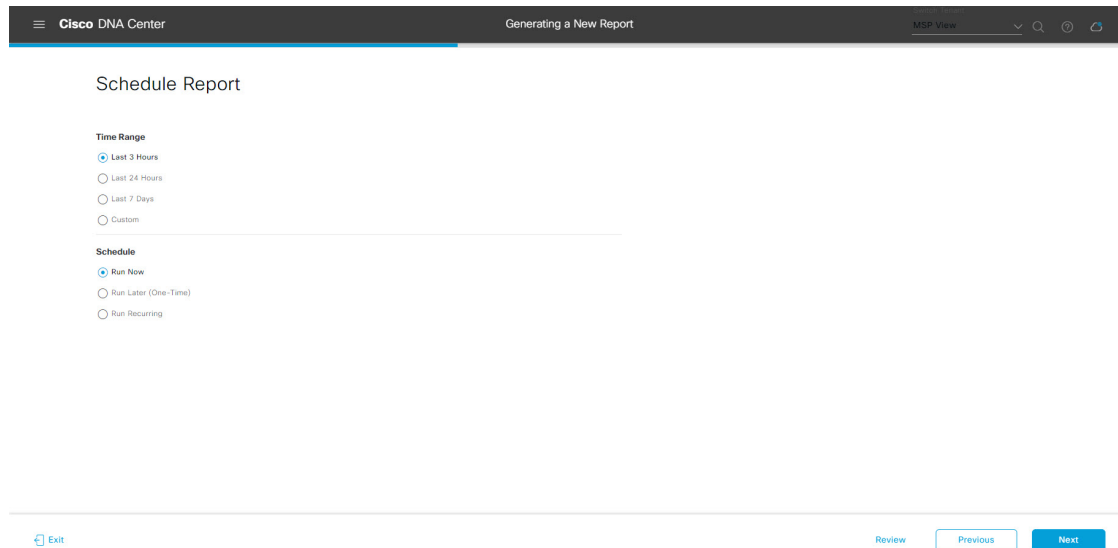
The following **Schedule** options are available to schedule the report:

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

Cisco DNA Center also allows you to choose a time zone for the report when configuring with the following **Schedule** options:

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

Figure 18: Schedule Report



**Step 14** Click **Next**.

**Step 15** 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.

- **As a 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** Email notifications with embedded links to reports support up to 20 email addresses. To add multiple email addresses, you need to add each email address separately and press **Enter** (on your keyboard) after each addition. Cisco DNA Center platform validates the email addresses and notifies you if the syntax is incorrect.

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

**Note** PDF reports support email notification attachments of up to 20-MB in size and up to 10 email addresses. To add multiple email addresses, you need to add each email address separately and press **Enter** (on your keyboard) after each addition. Cisco DNA Center platform validates the email addresses and notifies you if the syntax is incorrect.

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.



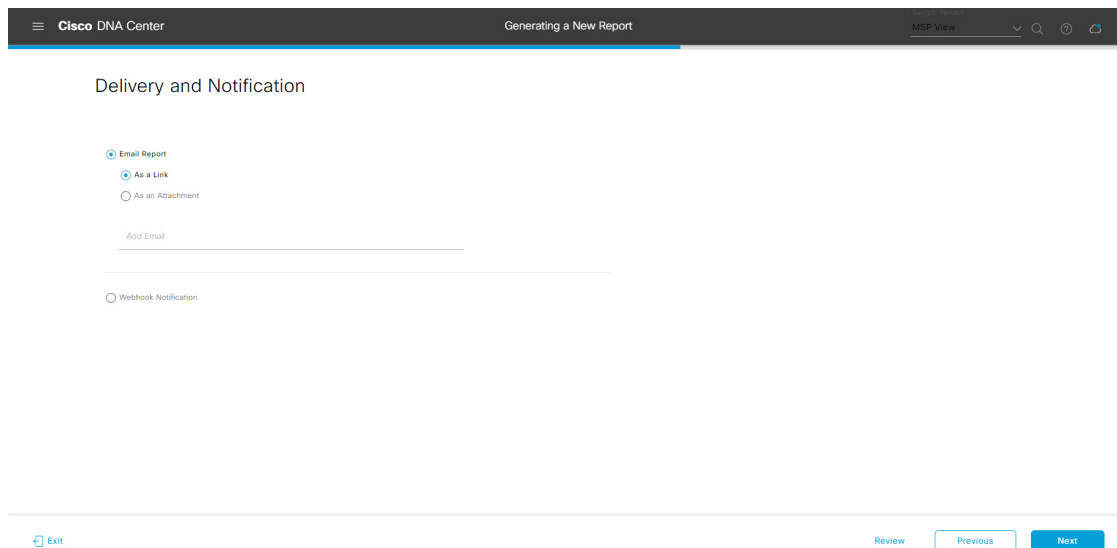
- **Webhook Notification:** Notification is sent as a webhook to the configured webhook URL address (callback URL). Select a webhook from the drop-down list (**Subscription Profile** field).

**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.

Cisco DNA Center sends the following status webhook notifications for the report:

- In Queue
- In Progress
- Success

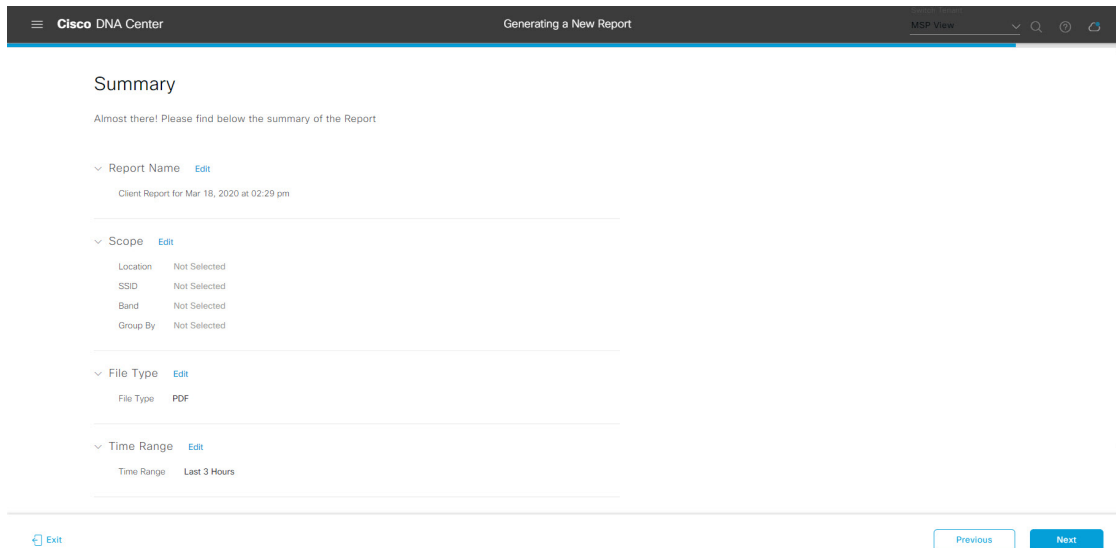
**Figure 19: Delivery and Notification**



**Step 16** Click **Next**.

**Step 17** In the **Summary** window, review the configuration and, if necessary, edit any of the files.

Figure 20: Summary



Click **Next**.

After the report is generated, a success window appears.

**Step 18**

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

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

Figure 21: Generated Reports

The screenshot shows the 'Generated Reports' window in Cisco DNA Center. It displays a table with the following data:

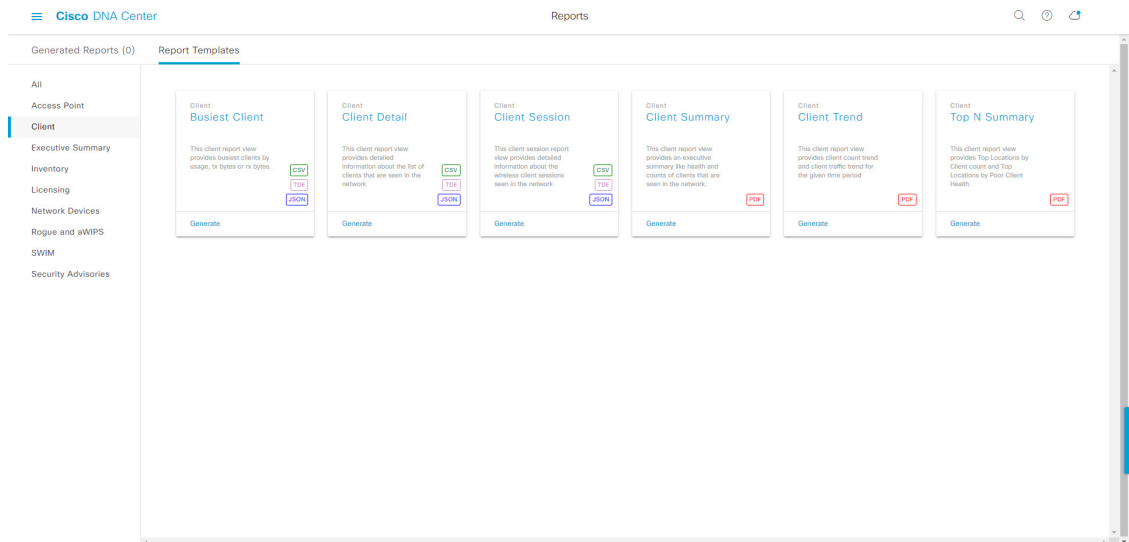
Report Name	Schedule	Last Run	Reports	Format	Template Category	Report Template	Actions
Client Report for Mar 18, 2020 at 02:29 pm	One-Time on Mar 18, 2020 at 2:32 pm	In Queue	1	PDF	Client	Client Summary	—
Client Report for Mar 16, 2020 at 03:13 pm	One-Time on Mar 16, 2020 at 3:13 pm	Mar 16, 2020 at 3:14 pm ↓	1	CSV	Client	Client Detail	—

You can download, review, edit, duplicate, or delete the report in the **Generated Reports** window. For more information, see [View Generated Reports, on page 99](#).

# 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 22: 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**. Click the menu icon (☰) and choose **Provision** > **Inventory** to view the results.

## Step 1

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:

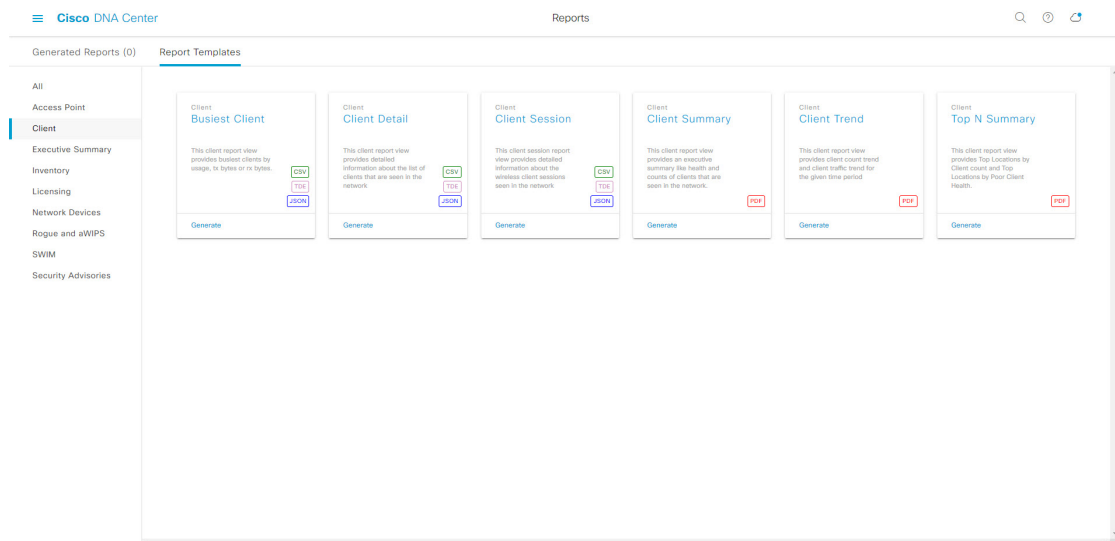
- **Access Point:** Reports that provide data about Access Points and Access Point Radios.
- **Client:** Reports that help with analyzing how the clients are performing in the network.
- **Executive Summary:** Report that helps with analyzing how devices, applications, and clients are performing in the 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 23: 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 - Count and Traffic**, 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.

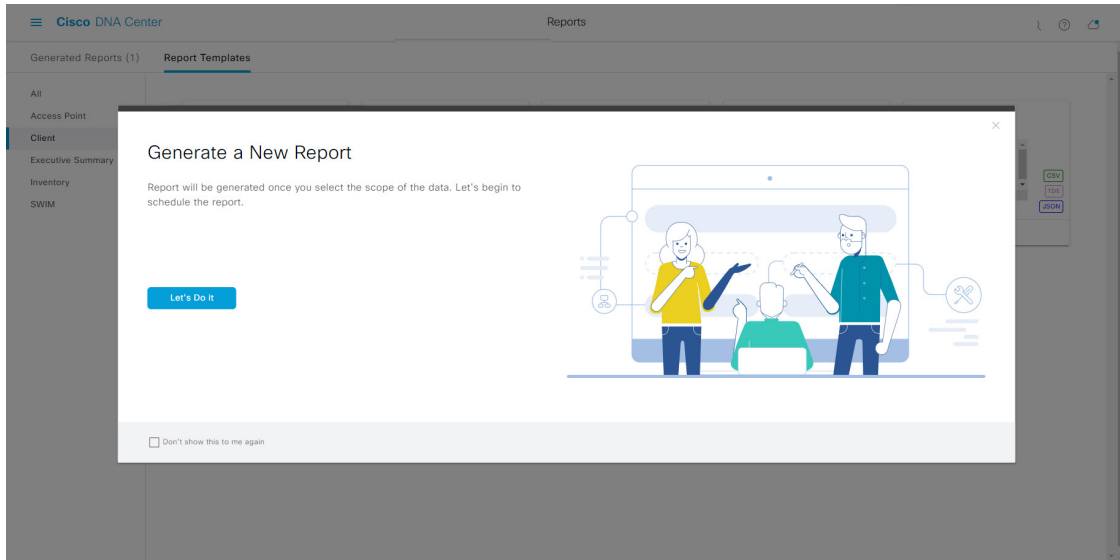
**Step 4** Click **X** to close the preview.

**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 24: Generate a New Report



The **Select Report Template** window opens.

**Step 7**

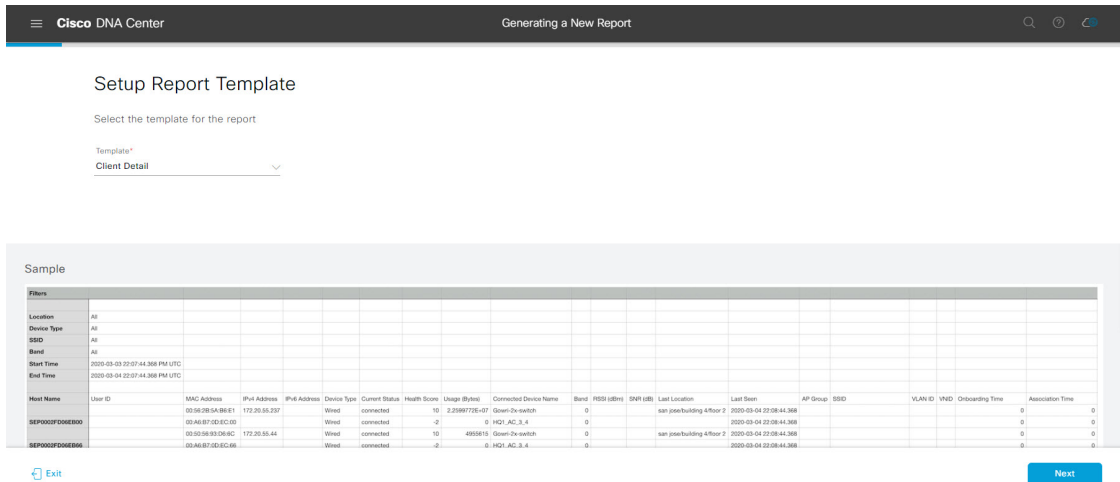
In the **Select Report Template** window, select the template for the report.

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 25: Setup Report Template



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

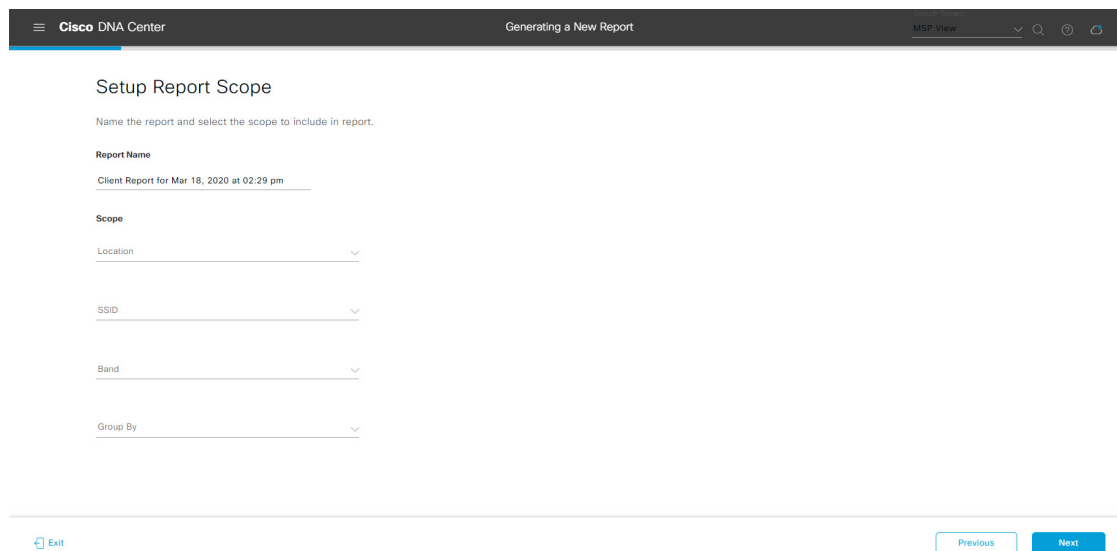
**Step 8**

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 26: Setup Report Scope**



The screenshot shows the 'Setup Report Scope' configuration page in Cisco DNA Center. The page title is 'Setup Report Scope' and it includes the instruction: 'Name the report and select the scope to include in report.' The 'Report Name' field is populated with 'Client Report for Mar 18, 2020 at 02:29 pm'. Under the 'Scope' section, there are four dropdown menus: 'Location', 'SSID', 'Band', and 'Group By', all of which are currently empty. At the bottom of the page, there is an 'Exit' button on the left and 'Previous' and 'Next' buttons on the right.

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

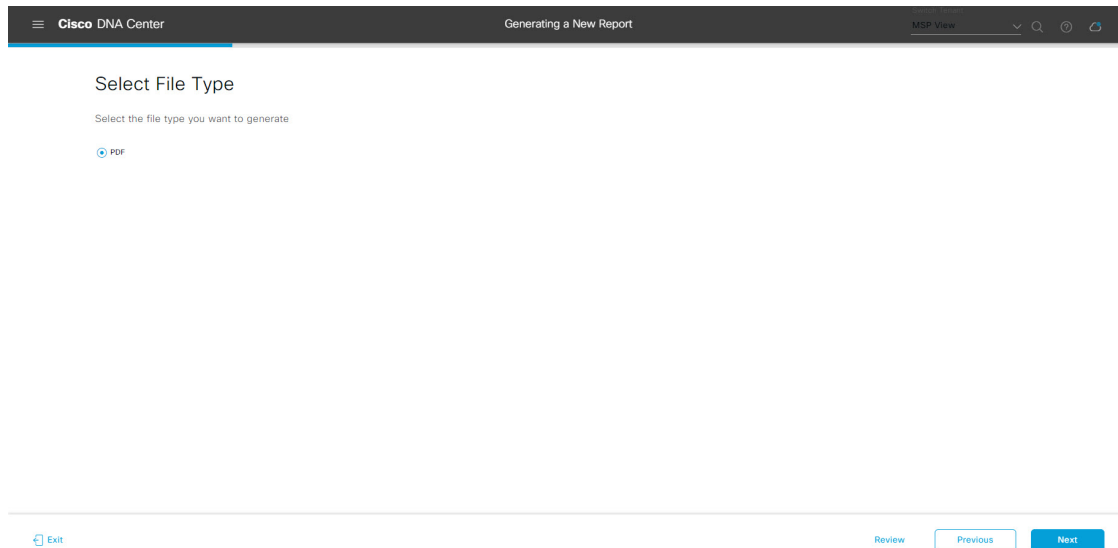
**Step 9**

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 27: Select File Type**

Click **Next**. 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.

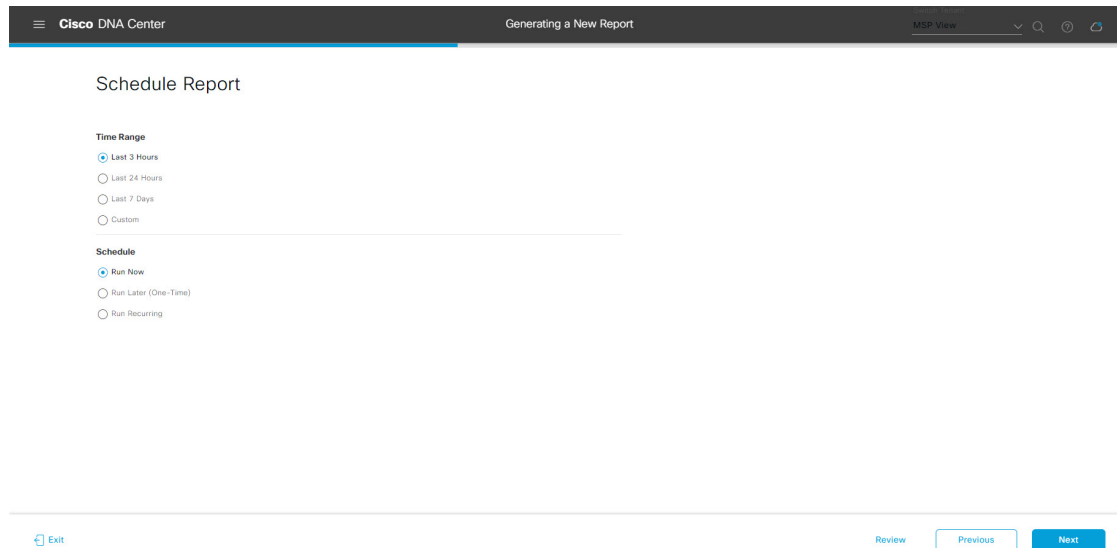
The following **Schedule** options are available:

- **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 28: Schedule Report



Click **Next**. 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** Email notifications with embedded links to reports support up to 20 email addresses. To add multiple email addresses, you need to add each email address separately and press **Enter** (on your keyboard) after each addition. Cisco DNA Center platform validates the email addresses and notifies you if the syntax is incorrect.

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

**Note** PDF reports support email notification attachments of up to 20-MB in size and up to 10 email addresses. To add multiple email addresses, you need to add each email address separately and press **Enter** (on your keyboard) after each addition. Cisco DNA Center platform validates the email addresses and notifies you if the syntax is incorrect.

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.

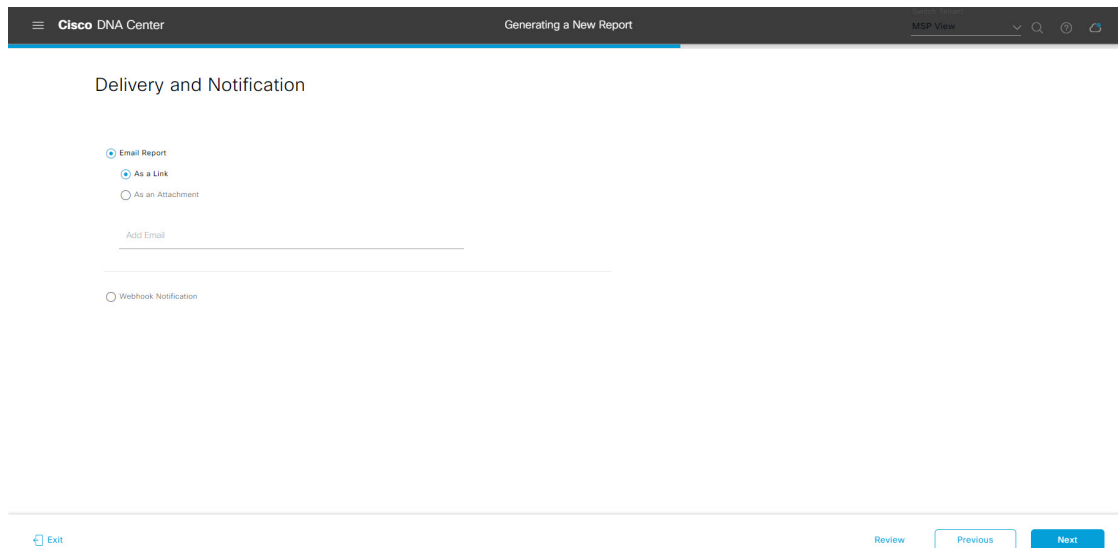


- **Webhook Notification:** Notification is sent as a webhook to the configured webhook URL address (callback URL). Select a webhook from the drop-down list (**Subscription Profile** field).

**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.

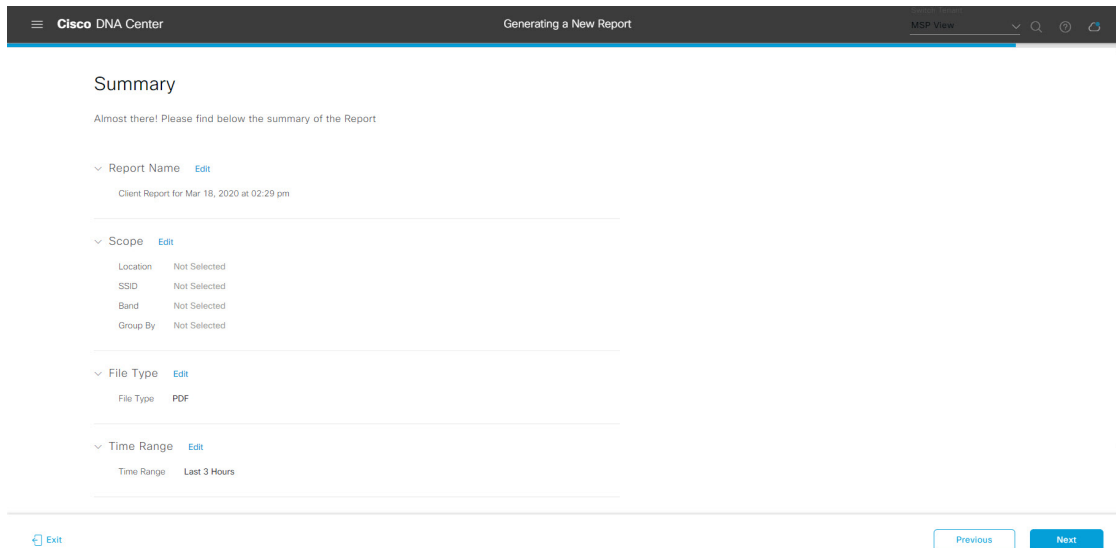
**Figure 29: Delivery and Notification**



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

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

Figure 30: Summary



Click **Next**.

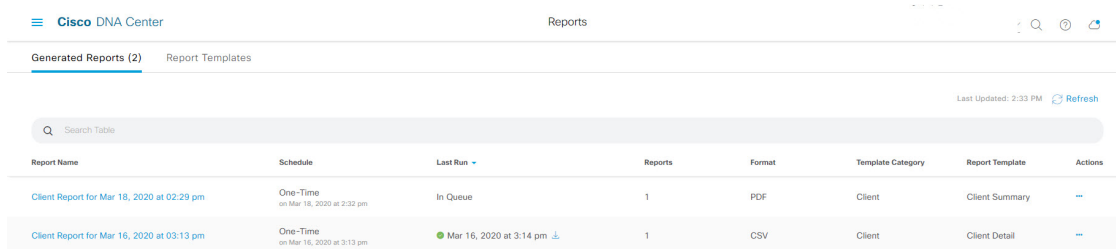
After the report is generated, a success window appears.

**Step 13**

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

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

Figure 31: Generated Reports



You can download, review, edit, duplicate, or delete the report in the **Generated Reports** window. For additional information, see [View Generated Reports, on page 99](#).

# Run a Compliance Report

Cisco DNA Center allows you to retrieve a consolidated compliance audit report that shows the compliance status of individual network devices. With this report, you can get complete visibility of your network.

The following procedure describes how to configure a **Compliance** report for your network.

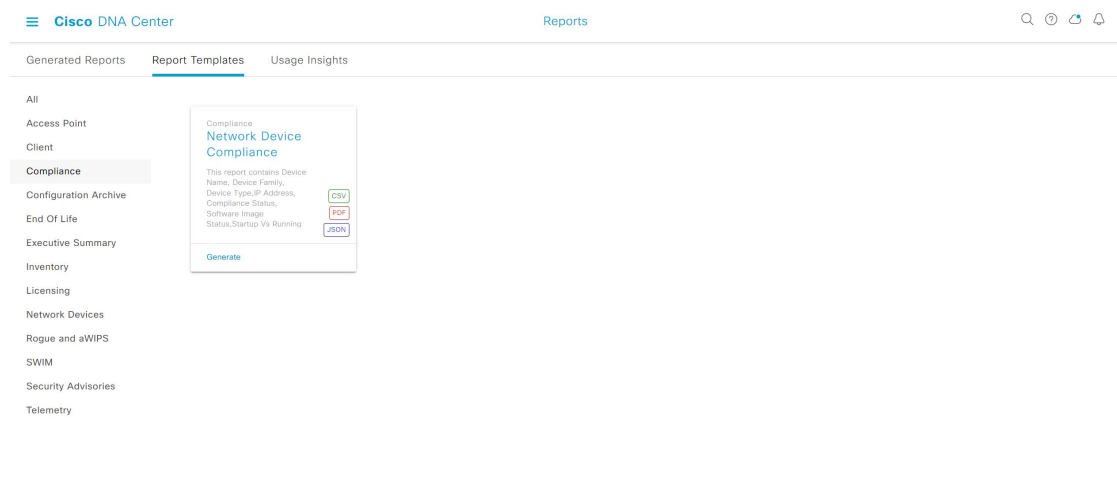
**Step 1** Click the menu icon (☰) and choose **Reports > Report Templates**.

The **Report Templates** window displays the supported reporting categories.

**Step 2** From the left pane, click **Compliance** to display the Compliance templates.

Each template is represented by a tile and contains information about the report and links to generate a report.

**Figure 32: Compliance Report**



**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.

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

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

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

To skip this screen in the future, check the **Don't show this to me again** check box.

**Step 7** In the **Select Report Template** window, you can change the template from **Template** drop-down list.

**Note** You can review an automatically generated sample in the same window.

**Step 8** Click **Next**.

The **Setup Report Scope** window appears.

**Step 9** In the **Report Name** field, enter a report name.

**Step 10** In the **Scope** area, choose the **Compliance Status**, **Compliance Category**, **Device Family** and **Device Type** to include in the report.

**Note** The **Setup Report Scope** options change depending on the selected template.

**Step 11** Click **Next**.

**Step 12** In the **Select File Type** window, choose the file type for the report.

Cisco DNA Center displays the following **File Type** options for the Compliance report type:

- **PDF**
- **CSV**
- **JSON**

For the **CSV** and **JSON** file types, a **Fields** option lets you choose attributes for the **CSV** and **JSON** results.

**Step 13** Click **Next**.

**Step 14** The **Schedule Report** window appears. Choose the schedule for the report. Then, click **Next**.

**Step 15** In the **Delivery and Notification** window, choose the delivery mechanism for the report:

- **None**: No email or webhook notifications sent.
- **Email Report**: Email report is sent as a link or attachment.

If an SMTP server is not configured for emails, Cisco DNA Center prompts you to configure one. Click the link to configure the email destination in **System > Settings > External Services > Destinations > Email**.

- **As a Link**: The email notification of a successful compiled report contains 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** Email notifications with embedded links to reports support up to 20 email addresses. To add multiple email addresses, you must add each email address separately and press **Enter** (on your keyboard) after each addition. Cisco DNA Center platform validates the email addresses and notifies you if the syntax is incorrect.

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

**Note** PDF reports support email notification attachments of up to 20 MB in size and up to 10 email addresses. To add multiple email addresses, you must add each email address separately and press **Enter** (on your keyboard) after each addition. Cisco DNA Center platform validates the email addresses and notifies you if the syntax is incorrect.

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).

**Note** If a webhook is not created, Cisco DNA Center prompts you to create one. Click the link to configure a webhook in **Webhook** tab in **System > Settings > External Services > Destinations > Webhook**.

Cisco DNA Center sends you the following status webhook notifications for the report:

- In Queue
- In Progress
- Success

You can view the event notification status in **Platform > Runtime Dashboard > Event Summary**.

**Step 16** Click **Next**.

**Step 17** In the **Summary** window, review the configuration and edit any of the files, if necessary.

**Step 18** Click **Generate Report**.

After the report is generated, a success window appears.

**Step 19** Click the **View the Generated Reports** link.

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

You can download, review, edit, duplicate, or delete the report in the **Generated Reports** window. For more information, see [View Generated Reports](#).

---

## Run a Configuration Archive Report

Use the procedure below to get a consolidated report of configuration changes on your network devices.

---

**Step 1** Click the menu icon (☰) and choose **Reports > Report Templates**.

The **Report Templates** window displays the supported reporting categories.

**Step 2** From the left pane, click **Configuration Archive** to display the template.

Each template is represented by a tile and contains information about the report and links to generate a report.

**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.

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

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

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

To skip this screen in the future, check the **Don't show this to me again** check box.

**Step 7** In the **Select Report Template** window, you can change the template from the **Template** drop-down list.

**Note** You can review an automatically generated sample in the same window.

**Step 8** Click **Next**.

The **Setup Report Scope** window appears.

**Step 9** In the **Report Name** field, enter a report name.

**Step 10** In the **Scope** area, choose **Category** from the drop-down list.

**In band** refers to configuration changes done by Cisco DNA Center.

**Out Of Band** refers to the configuration changes done outside Cisco DNA Center.

**Step 11** Choose the **Device Family** and **Device Type** to include in the report.

**Note** The **Setup Report Scope** options change depending on the selected template.

**Step 12** Click **Next**.

**Step 13** In the **Select File Type** window, choose the file type for the report.

Cisco DNA Center displays the following **File Type** options for the Configuration Archive report type:

- **PDF**
- **CSV**
- **JSON**

For the **CSV** and **JSON** file types, a **Fields** option lets you choose attributes for the **CSV** and **JSON** results.

**Step 14** Click **Next**.

**Step 15** The **Schedule Report** window appears. Choose the schedule for the report. Then, click **Next**.

**Step 16** In the **Delivery and Notification** window, choose the delivery mechanism for the report:

- **None**: No email or webhook notifications sent.
- **Email Report**: Email report is sent as a link or attachment.

If an SMTP server is not configured for emails, Cisco DNA Center prompts you to configure one. Click the link to configure the email destination in **System > Settings > External Services > Destinations > Email**.

- **As a Link**: The email notification of a successful compiled report contains 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** Email notifications with embedded links to reports support up to 20 email addresses. To add multiple email addresses, you must add each email address separately and click **Enter** (on your keyboard) after each addition. Cisco DNA Center platform validates the email addresses and notifies you if the syntax is incorrect.

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

**Note** PDF reports support email notification attachments of up to 20 MB in size and up to 10 email addresses. To add multiple email addresses, you must add each email address separately and click **Enter** (on your keyboard) after each addition. Cisco DNA Center platform validates the email addresses and notifies you if the syntax is incorrect.

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

- The report is in the queue waiting to be processed.

- Report processing is in progress.
- The report has successfully been compiled and is completed.
- **Webhook Notification:** Notification is sent as a webhook to the configured webhook URL address (callback URL).

**Note** If a webhook is not created, Cisco DNA Center prompts you to create one. Click the link to configure a webhook in the **Webhook** tab in **System > Settings > External Services > Destinations > Webhook**.

Cisco DNA Center sends you the following status webhook notifications for the report:

- In Queue
- In Progress
- Success

You can view the event notification status in **Platform > Runtime Dashboard > Event Summary**.

**Step 17** Click **Next**.

**Step 18** In the **Summary** window, review the configuration and edit any of the files, if necessary.

**Step 19** Click **Generate Report**.

After the report is generated, a success window appears.

**Step 20** Click the **View the Generated Reports** link.

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

You can download, review, edit, duplicate, or delete the report in the **Generated Reports** window. For more information, see [View Generated Reports](#).

---

## Run an End-of-Life Report

The following procedure describes how to configure an **End of Life (EoX)** report for your network. You can configure **EoX Data** reports using the **Reports** window in the Cisco DNA Center GUI.

### Before you begin

- You must accept the end-user license agreement (EULA) before downloading software or provisioning a device. For more information, see the **Accept the License Agreement** topic in *Cisco DNA Center Administrator Guide*.
- Ensure that the Cisco CX cloud connection is enabled. For more information, see the **Update the Machine Reasoning Knowledge Base** topic in the *Cisco DNA Center Administrator Guide*.
- Run a successful **Discovery** job in Cisco DNA Center. You can check whether a **Discovery** job is successful in **Device Inventory**. Click the menu icon (☰) and choose **Provision > Inventory** to view the results.

**Step 1** 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.

In the **Report Templates** window, each template is represented by a tile and contains information about the report and links to configure (generate) a report. Determine which template you want to use to generate a report. For an **EoX** report, you can create an **EoX Data** report. For the **EoX Data** report, supported file types are **PDF**, **CSV**, and **TDE**.

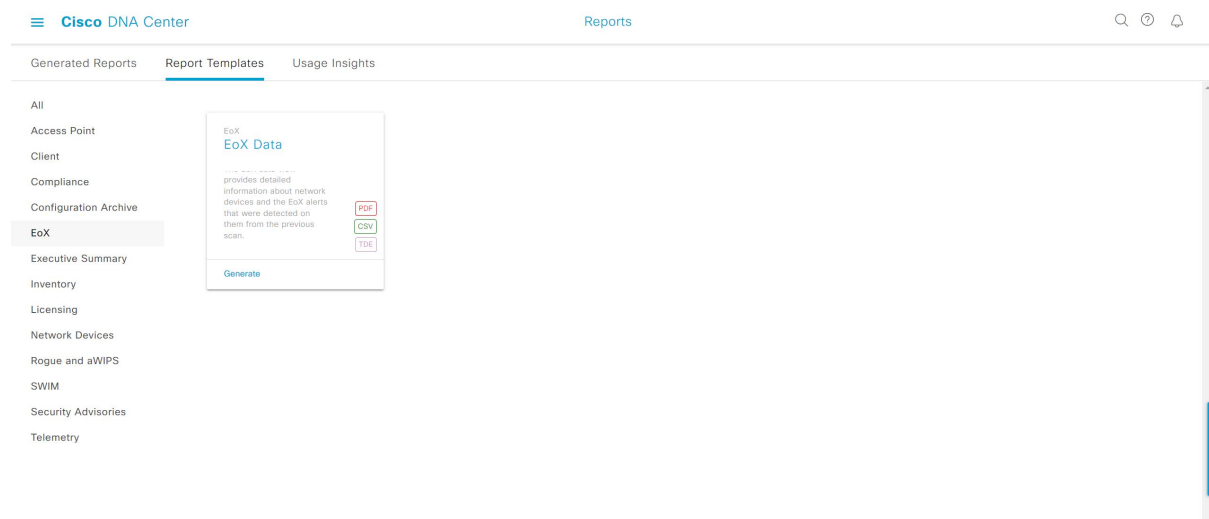
**Step 2** In the tile, click the header to view a sample report.

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

**Step 3** Click **X** to close the preview.

**Step 4** In the tile, click the **Generate** link to configure parameters to build a report.

**Figure 33: Report Templates Window**

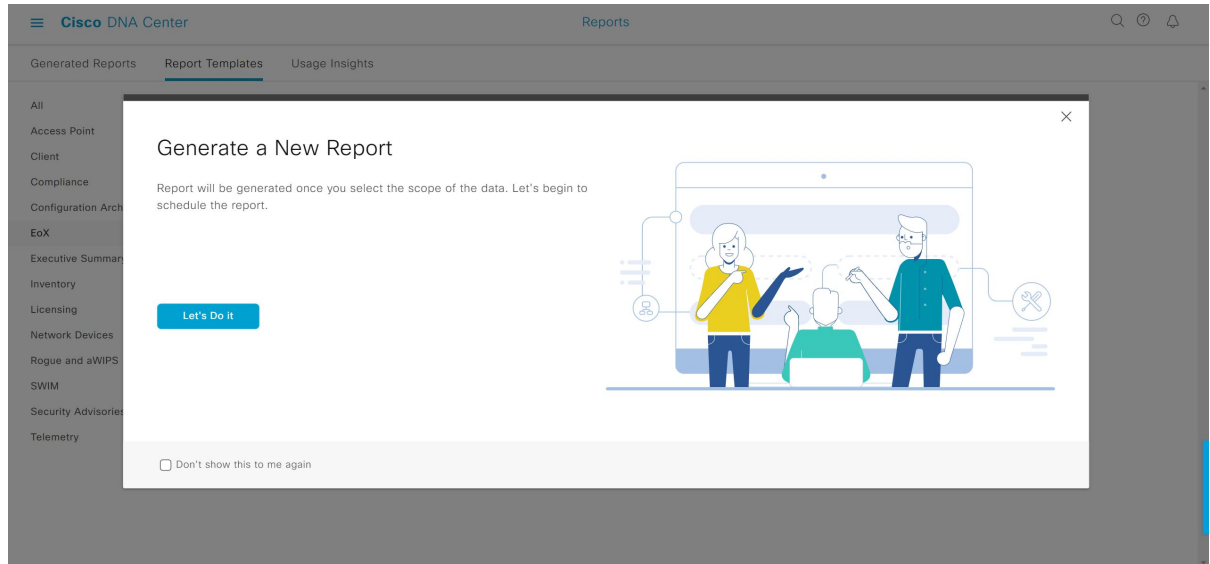


**Step 5** In the **Generate a New Report** window, click **Let's Do It** to get started.

To skip this screen in the future, check the **Don't show this to me again** check box.



**Figure 34: Generate a New Report**

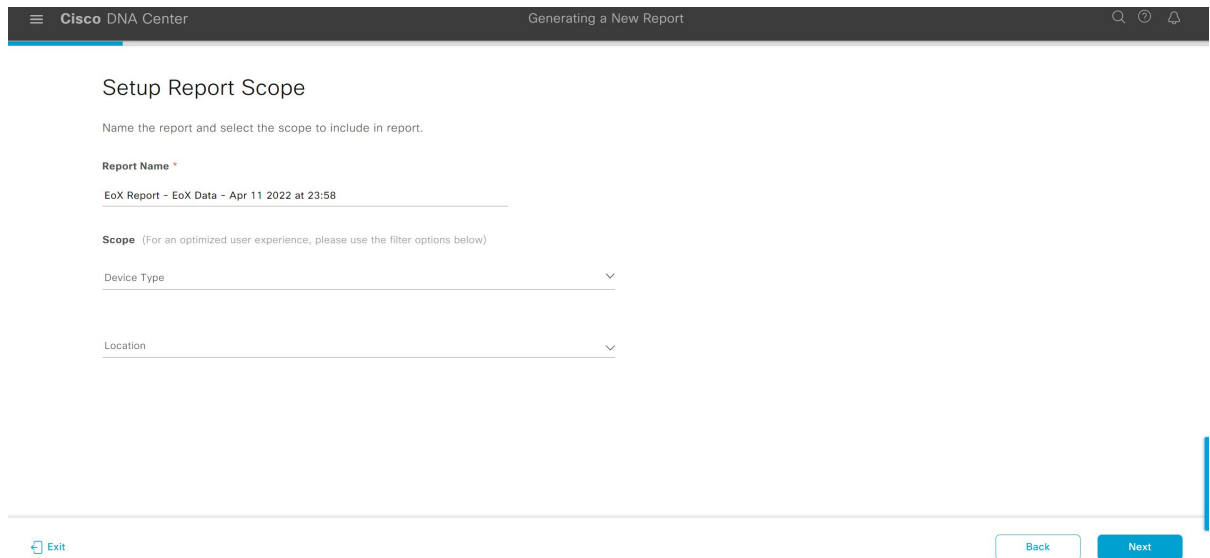


**Step 6**

In the **Select Report Template** window, choose the template from **Template** drop-down list.

**Note** The **Template** consists of the individual report types within the categories for the release. You can review an automatically generated sample in the same window.

**Figure 35: Select Report Template**



**Step 7**

Click **Next**.

The **Setup Report Scope** window appears.

**Step 8**

In the **Report Name** field, enter a report name.

**Step 9**

In the **Scope** area, choose the **Device Type** and **Location** to include in the report.

**Note** The **Setup Report Scope** options change depending on the selected template.

**Figure 36: Setup Report Scope**

The screenshot shows the 'Setup Report Scope' configuration page in Cisco DNA Center. The page title is 'Setup Report Scope'. Below the title, there is a prompt: 'Name the report and select the scope to include in report.' The 'Report Name' field contains the text 'EoX Report - EoX Data - Apr 11 2022 at 23:58'. The 'Scope' section has a note: '(For an optimized user experience, please use the filter options below)'. There are two dropdown menus: 'Device Type' and 'Location'. At the bottom of the page, there are three buttons: 'Exit', 'Back', and 'Next'.

**Step 10** Click **Next**.

**Step 11** In the **Select File Type** window, choose the file type for the report.

Based on your report, Cisco DNA Center displays the following **File Type** options:

- PDF
- CSV
- Tableau Data Extract

For the **CSV** and **Tableau Data Extract** file types, a **Fields** option lets you choose attributes (additional fields) for the **CSV** and **Tableau Data Extract** results.

Figure 37: Select File Type

Select File Type

Select the file type you want to generate

PDF

CSV

Tableau Data Extract

Fields

▼ All End Of Life Data (19/19)

- Device Name
- IP Address
- Device Type
- Serial Number
- Image Version
- Site
- Device Model Name
- Device Image Type
- EOX Scan Status
- EOX Type
- End Of Life External Announcement Date
- End Of Sale Date
- End Of Last Hardware ShipDate
- End Of Software Maintenance Release Date

Exit Back Next

**Step 12** Click **Next**.

The **Schedule Report** window appears.

The following **Schedule** options are available to schedule the report:

- Run Now
- Run Later (One-Time)
- Run Recurring

- Note**
- When you choose **Run Later (One-Time)** radio button, Cisco DNA Center allows you to schedule the time and select time zone for the report.
  - When you choose **Run Recurring** radio button, Cisco DNA Center allows you to schedule days, time, and select the time zone for the report.

Figure 38: Schedule Report

The screenshot shows the 'Schedule Report' configuration page in Cisco DNA Center. The page is titled 'Generating a New Report'. Under the 'Schedule' section, there are three radio buttons: 'Run Now', 'Run Later (One-Time)', and 'Run Recurring' (which is selected). Below this is the 'Scheduled Days' section with checkboxes for DAILY, Monday, Tuesday, Wednesday, Thursday, Friday, Saturday, and Sunday. The 'Scheduled Time' is set to 4:27 PM. At the bottom of the form, there are three buttons: 'Exit', 'Back', and 'Next'.

**Step 13** Click **Next**.

The **Delivery and Notification** window appears.

**Step 14** In the **Delivery and Notification** window, choose the delivery mechanism for the report.

The options include:

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

Follow the prompts to the **Email** tab in the Cisco DNA Center GUI to configure an SMTP server.

If an SMTP server is not configured for emails, Cisco DNA Center prompts you to configure one.

- **As a Link:** The email notification of a successful compiled report contains 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** Email notifications with embedded links to reports support up to 20 email addresses. To add multiple email addresses, you must add each email address separately and press **Enter** (on your keyboard) after each addition. Cisco DNA Center platform validates the email addresses and notifies you if the syntax is incorrect.

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

**Note** PDF reports support email notification attachments of up to 20 MB in size and up to 10 email addresses. To add multiple email addresses, you must add each email address separately and press **Enter** (on your keyboard) after each addition. Cisco DNA Center platform validates the email addresses and notifies you if the syntax is incorrect.

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.

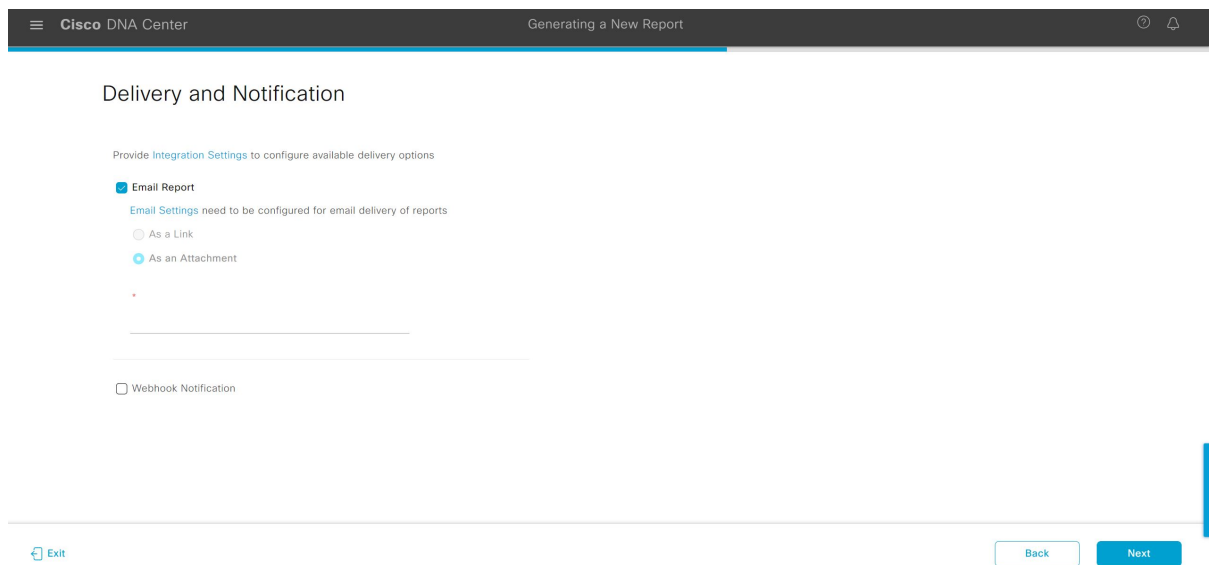
- Report has successfully been compiled and is completed.
- **Webhook Notification:** Notification is sent as a webhook to the configured webhook URL address (callback URL).

**Note** If a webhook is not created, Cisco DNA Center prompts you to create one. Follow the prompts to the **Webhook** tab in the Cisco DNA Center GUI to configure a webhook.

Cisco DNA Center sends you the following status webhook notifications for the report:

- In Queue
- In Progress
- Success

**Figure 39: Delivery and Notification**



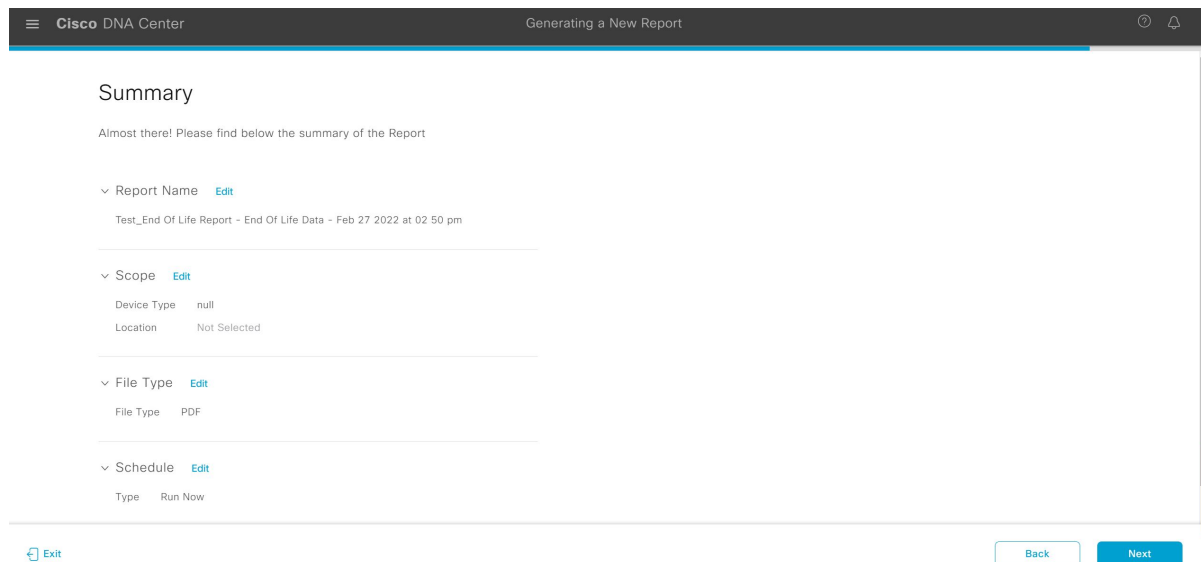
Cisco DNA Center also allows you to view these notifications in the GUI.

**Step 15** Click **Next**

**Step 16** In the **Summary** window, review the configuration and edit any of the files, if necessary.

**Step 17** Click **Next**.

Figure 40: Summary

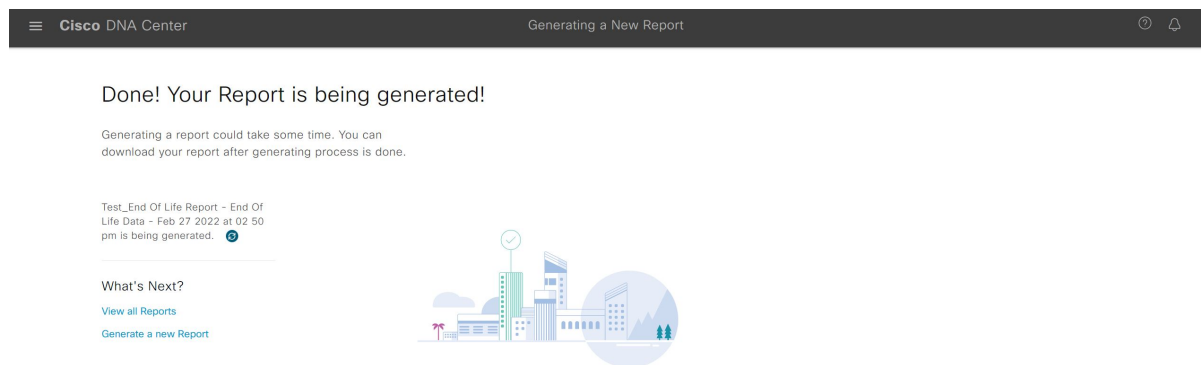


After the report is generated, a success window appears.

**Step 18**

Click the **View All Reports** link.

Figure 41: Done! Your Report is being generated



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

Figure 42: Generated Reports

The screenshot shows the Cisco DNA Center interface for the Reports section. It includes a navigation bar with 'Generated Reports', 'Report Templates', and 'Usage Insights'. A search bar is present above a table of reports. The table has columns for Report Name, Schedule, Last Run, Reports, Format, Template Category, Report Template, and Actions. Two reports are listed: 'EoX Report - EoX Data - Apr 12 2022 at 00:01' and 'Access Point Report - AP - Apr 11 2022 at 18:19'.

Report Name	Schedule	Last Run	Reports	Format	Template Category	Report Template	Actions
EoX Report - EoX Data - Apr 12 2022 at 00:01	One-Time on Apr 12, 2022 at 12:01 am	Not Initiated	0	PDF	EoX	EoX Data	...
Access Point Report - AP - Apr 11 2022 at 18:19	One-Time on Apr 11, 2022 at 6:20 pm	Apr 11, 2022 at 6:20 pm (446.29 B)	1	CSV	AP	AP	...

**What to do next**

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

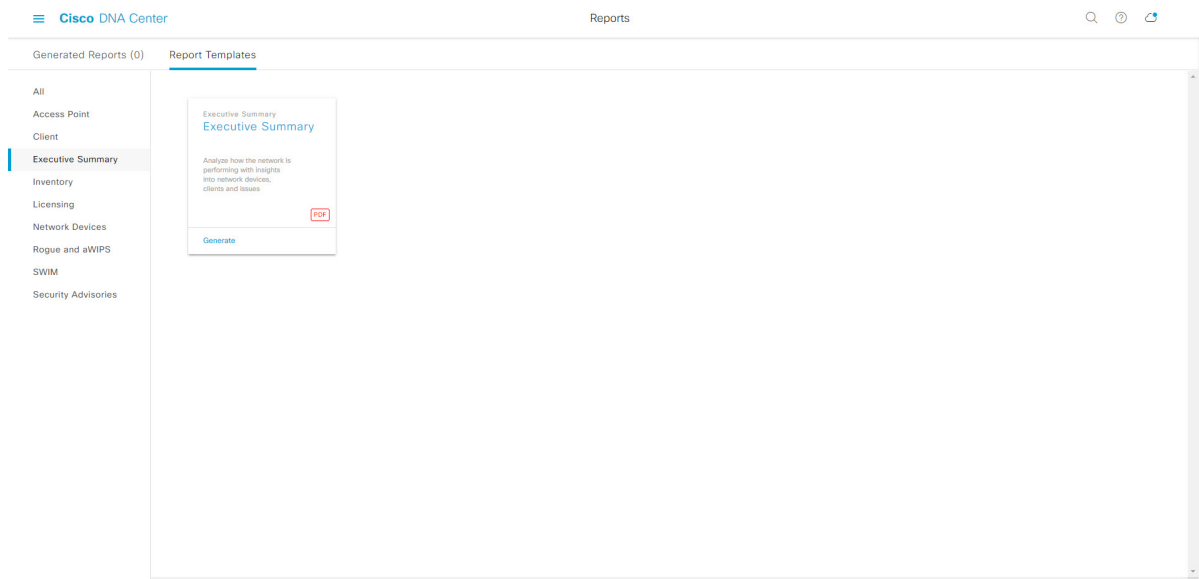


**Note** You can download, review, edit, duplicate, or delete the report in the **Generated Reports** window. For more information, see [View Generated Reports](#).

## 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 43: 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**. Click the menu icon (☰) and choose **Provision** > **Inventory** to view the results.

### Step 1

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:

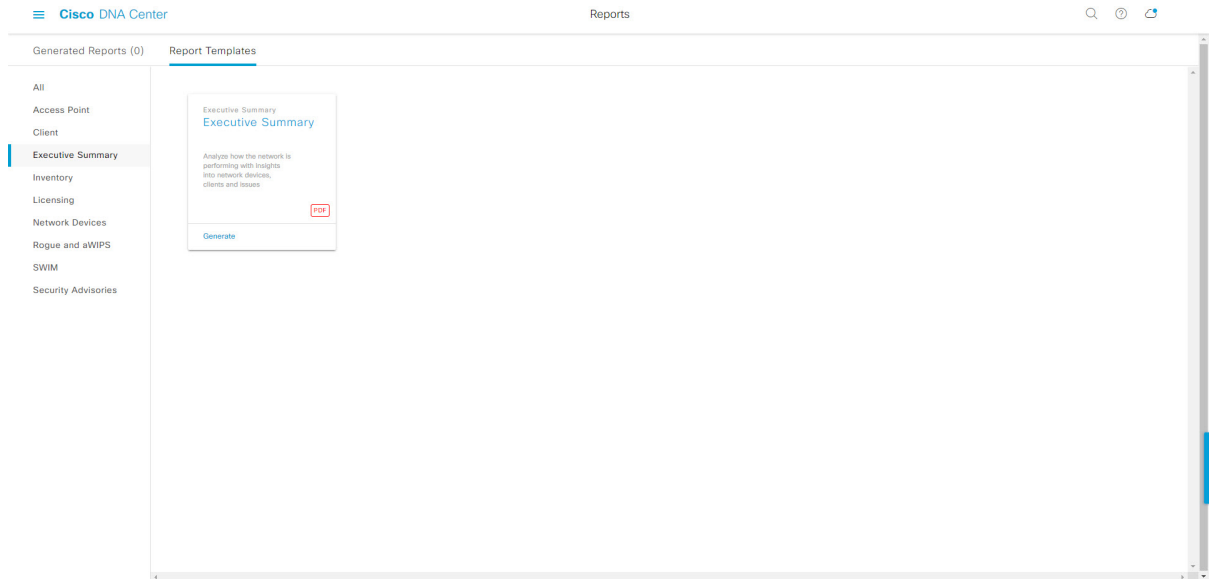
- **Access Point:** Reports that provide data about Access Points and Access Point Radios.
- **Client:** Reports that help with analyzing how the clients are performing in the network.
- **Executive Summary:** Report that helps with analyzing how devices, applications, and clients are performing in the 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 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 **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.

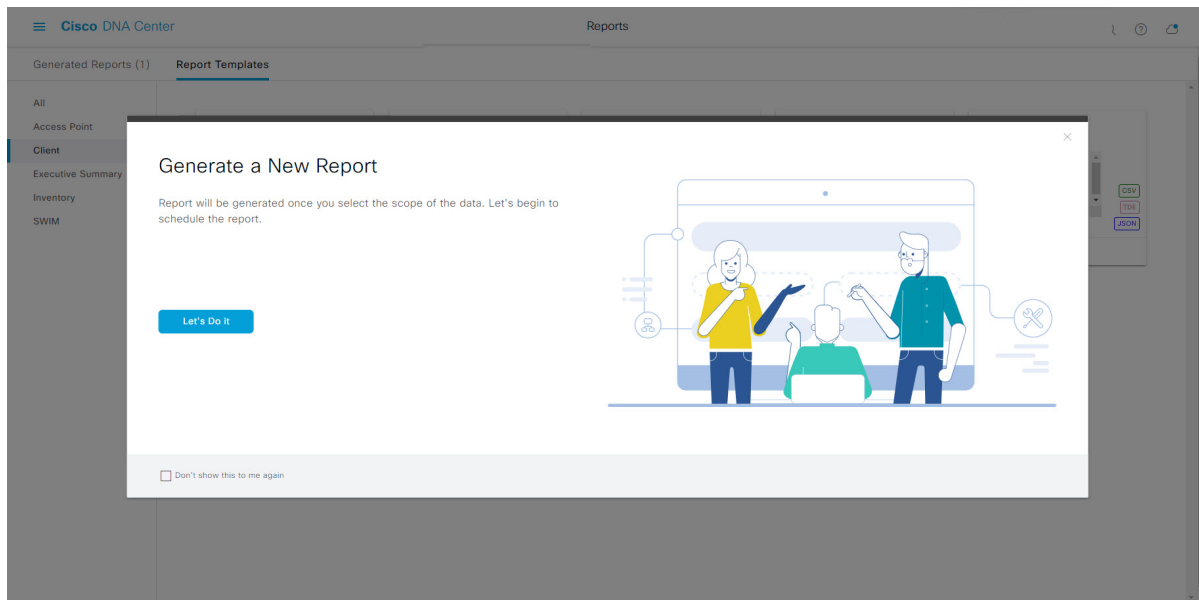
**Step 4** Click **X** to close the preview.

**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 45: Generate a New Report



The **Select Report Template** window opens.

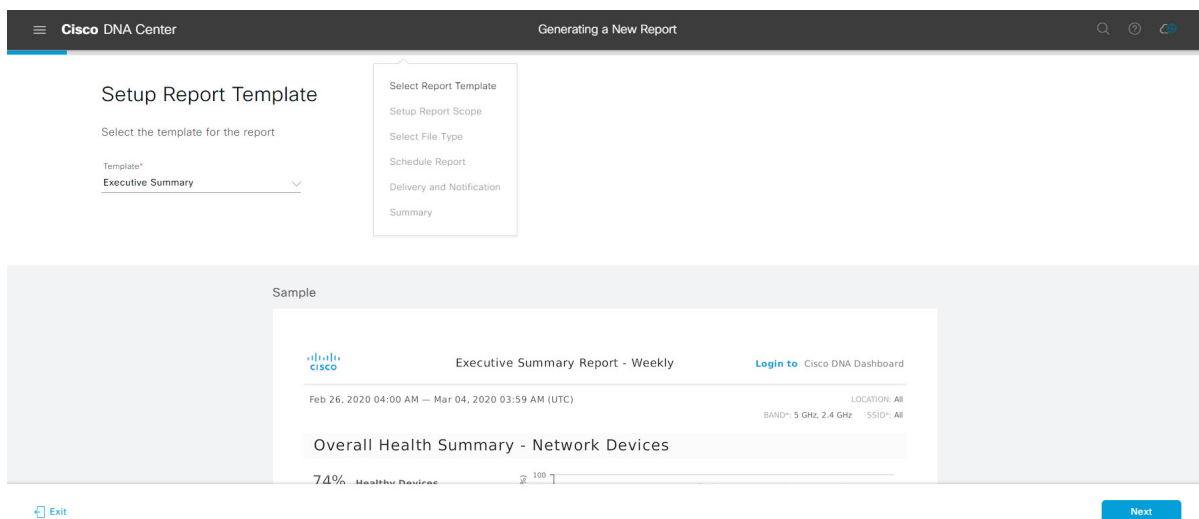
**Step 7** In the **Select Report Template** window, select the template for the report.

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**. 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**

The screenshot shows the 'Setup Report Scope' configuration page in Cisco DNA Center. The page title is 'Setup Report Scope' and the subtitle is 'Name the report and select the scope to include in report.' The page contains the following fields:

- Report Name:** A text input field containing 'Client Report for Mar 18, 2020 at 02:29 pm'.
- Scope:** A section containing four dropdown menus:
  - Location:** A dropdown menu with a downward arrow.
  - SSID:** A dropdown menu with a downward arrow.
  - Band:** A dropdown menu with a downward arrow.
  - Group By:** A dropdown menu with a downward arrow.

At the bottom of the page, there is an 'Exit' button on the left and 'Previous' and 'Next' buttons on the right.

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

## Step 9

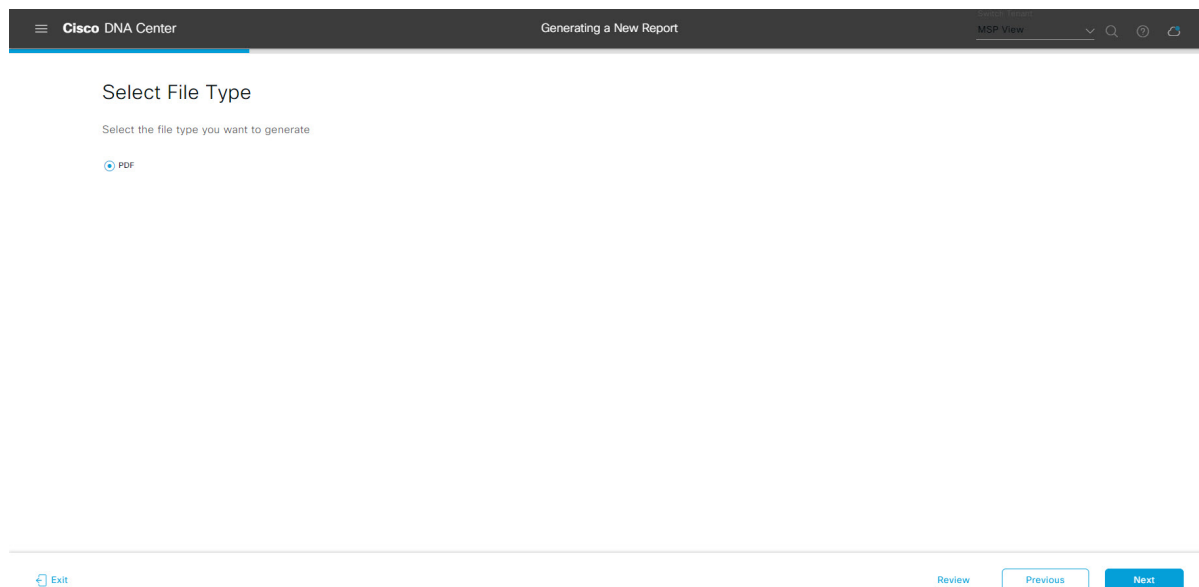
In the **Select File Type** window, select the file type for the report.

Depending on 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**. 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.

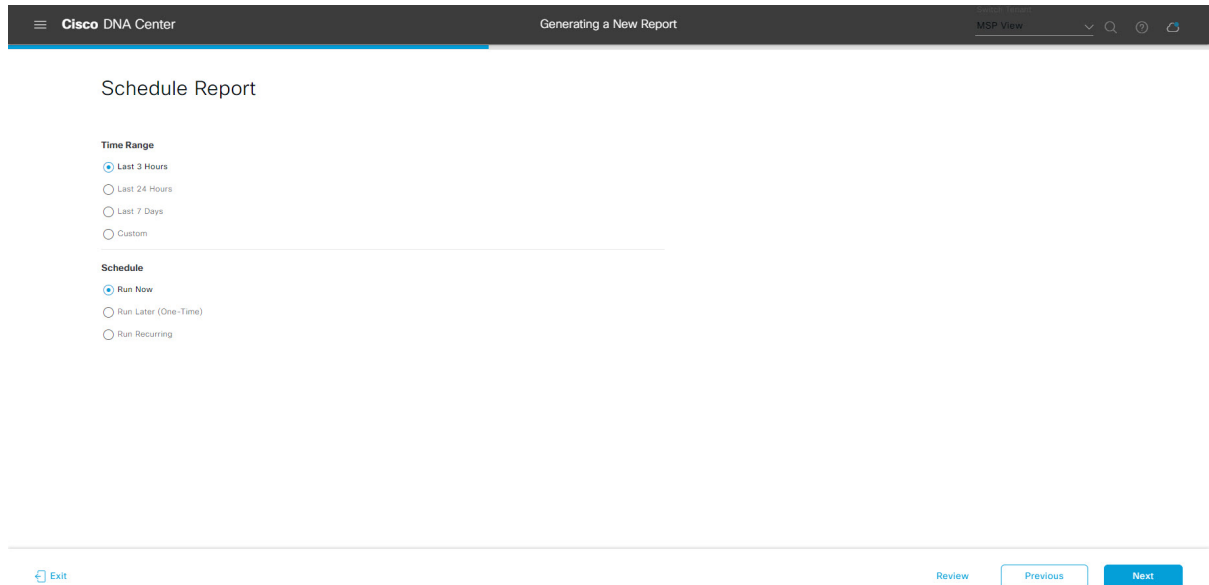
The following **Schedule** options are available:

- **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**. 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** Email notifications with embedded links to reports support up to 20 email addresses. To add multiple email addresses, you need to add each email address separately and press **Enter** (on your keyboard) after each addition. Cisco DNA Center platform validates the email addresses and notifies you if the syntax is incorrect.

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

**Note** PDF reports support email notification attachments of up to 20-MB in size and up to 10 email addresses. To add multiple email addresses, you need to add each email address separately and press **Enter** (on your keyboard) after each addition. Cisco DNA Center platform validates the email addresses and notifies you if the syntax is incorrect.

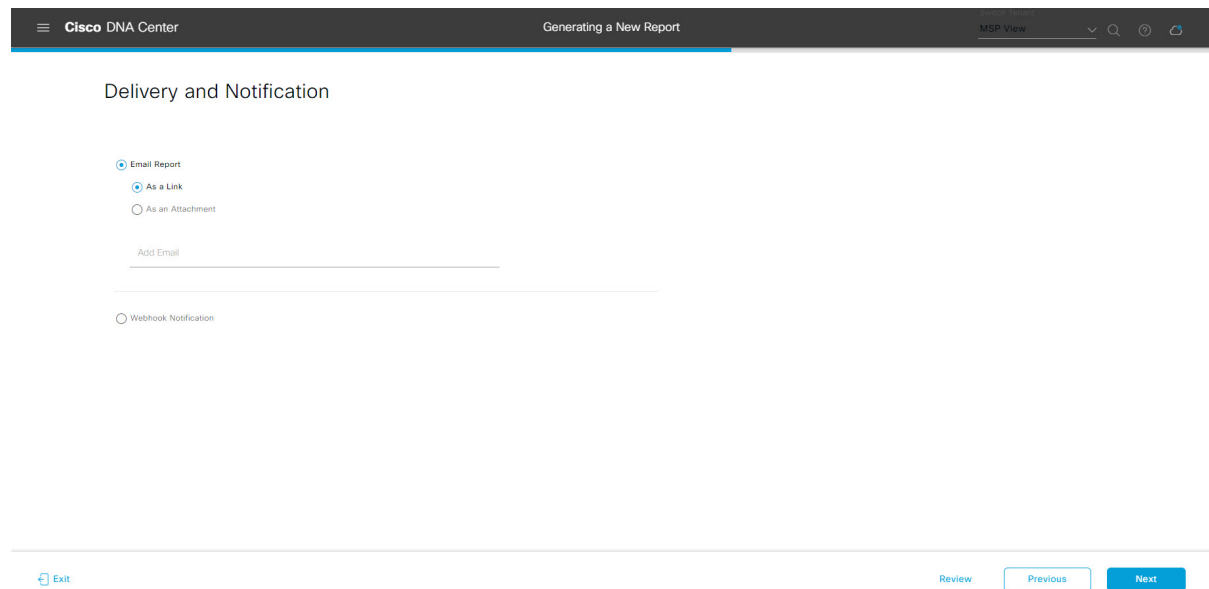
Cisco DNA Center sends the following email notifications for the report:

- 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.

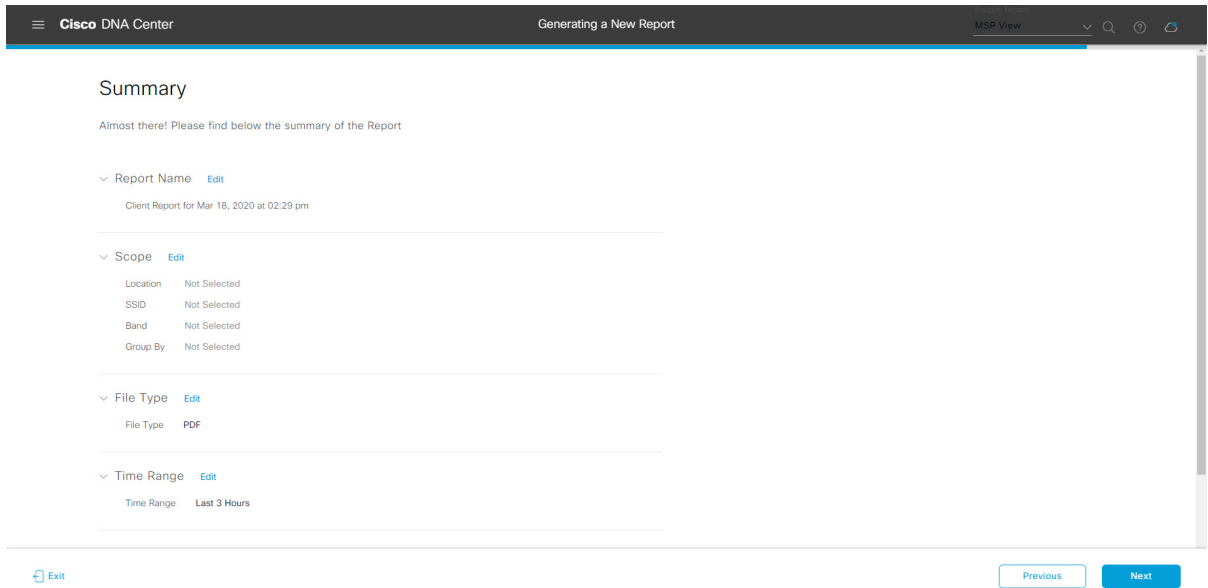
**Figure 50: Delivery and Notification**



Click **Next**. 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 **Next**.

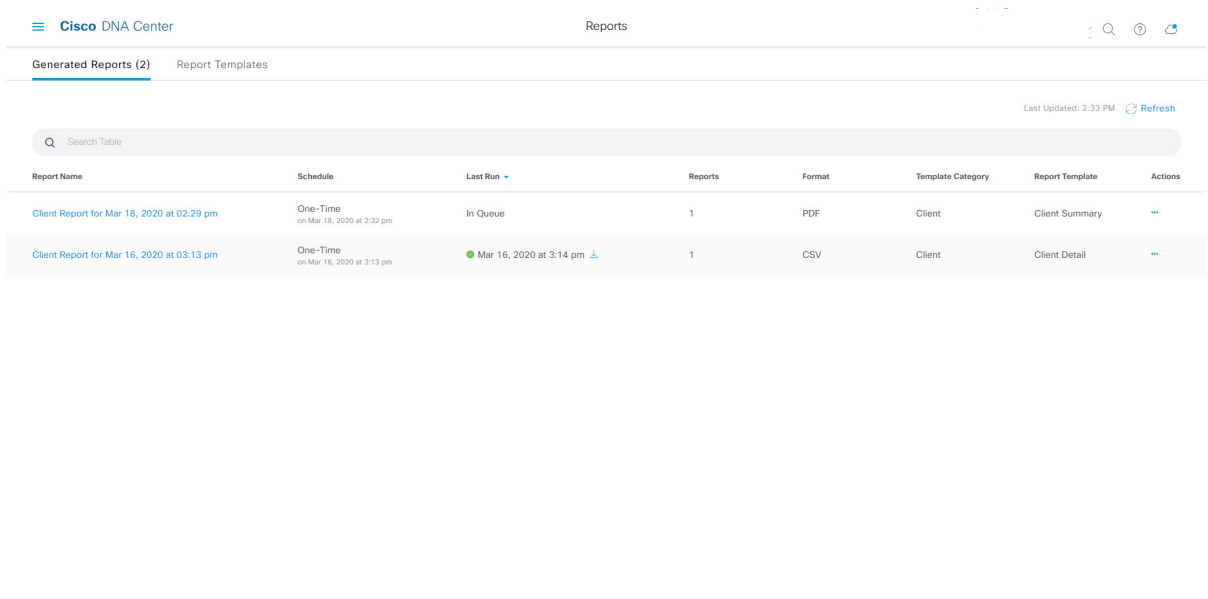
After the report is generated, a success window appears.

**Step 13**

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

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

Figure 52: Generated Reports



**What to do next**

Review your report instance in **Generated Reports** window.

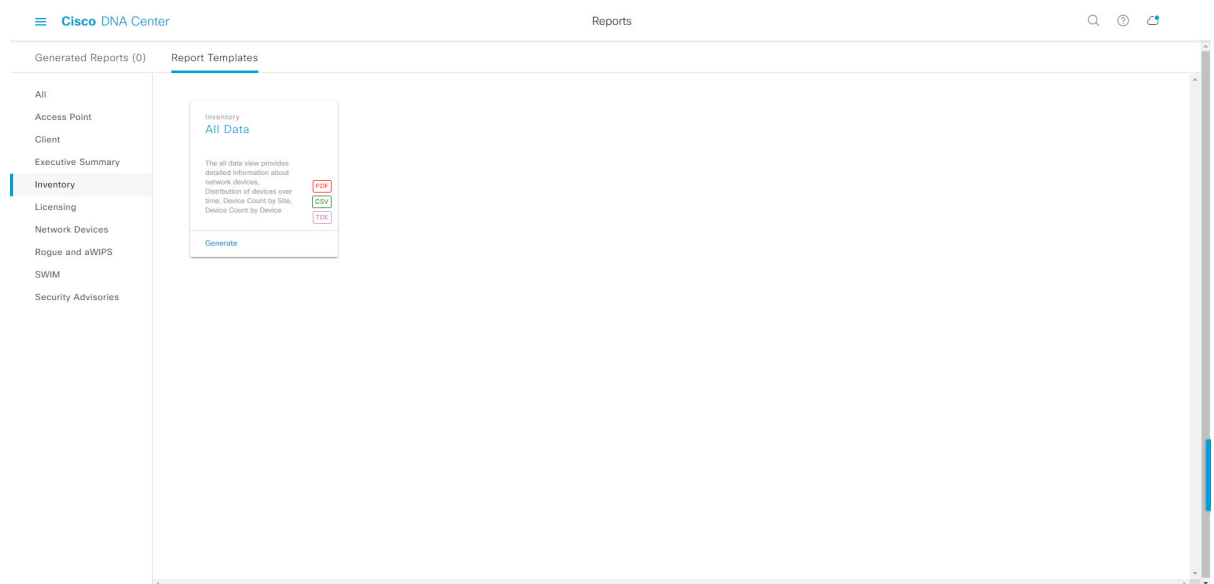


**Note** You can download, review, edit, duplicate, or delete the report in the **Generated Reports** window. For additional information, see [View Generated Reports, on page 99](#).

## 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 53: 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**. Click the menu icon (☰) and choose **Provision** > **Inventory** to view the results.

**Step 1**

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.



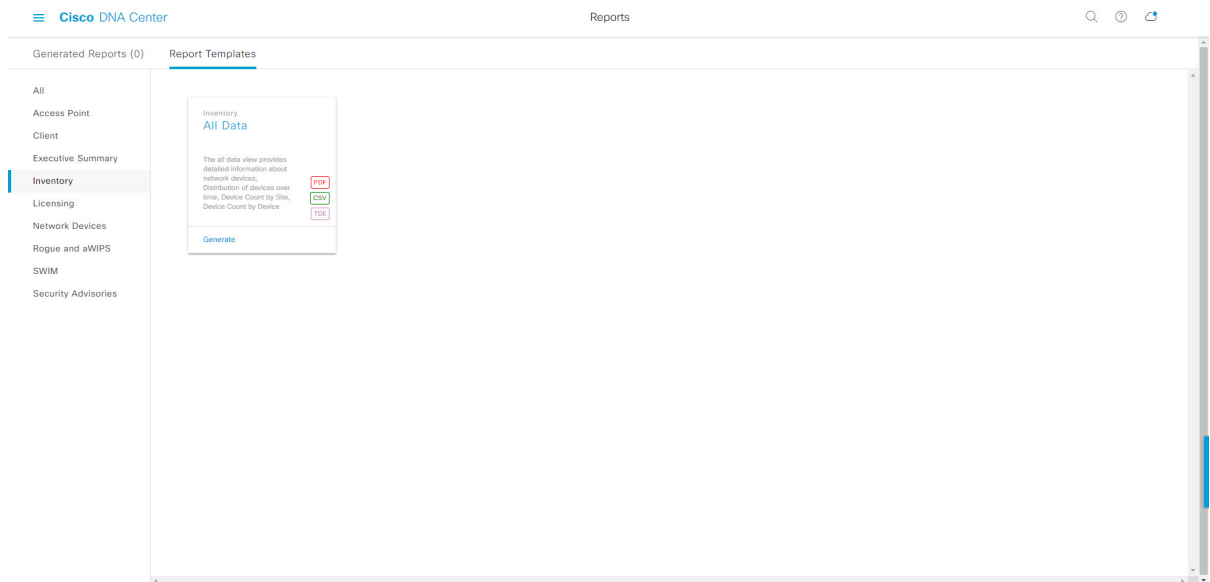
- **Executive Summary:** Report that helps with analyzing how devices, applications, and clients are performing in the network.
- **Inventory:** Report listing devices discovered by Cisco DNA Center.
- **Licensing:** Reports that lists devices that noncompliant devices and the reasons for noncompliance.
- **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 an **Inventory** report you can create an **All Data** and **Port Reclaim View** 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.

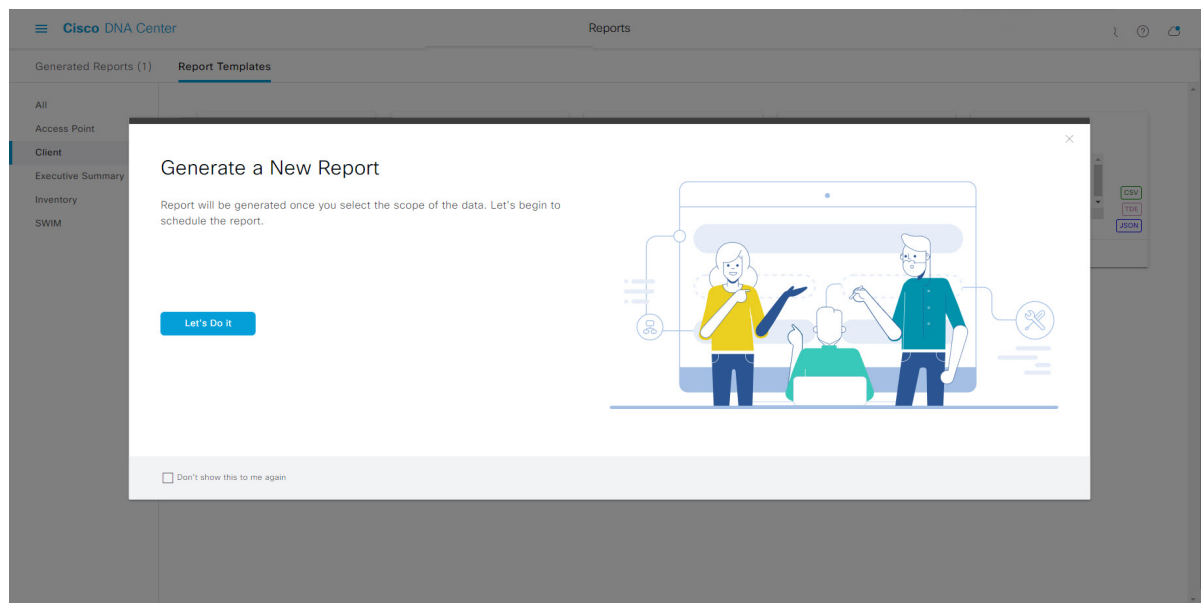
**Step 4** Click **X** to close the preview.

**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 55: Generate a New Report**



The **Select Report Template** window opens.

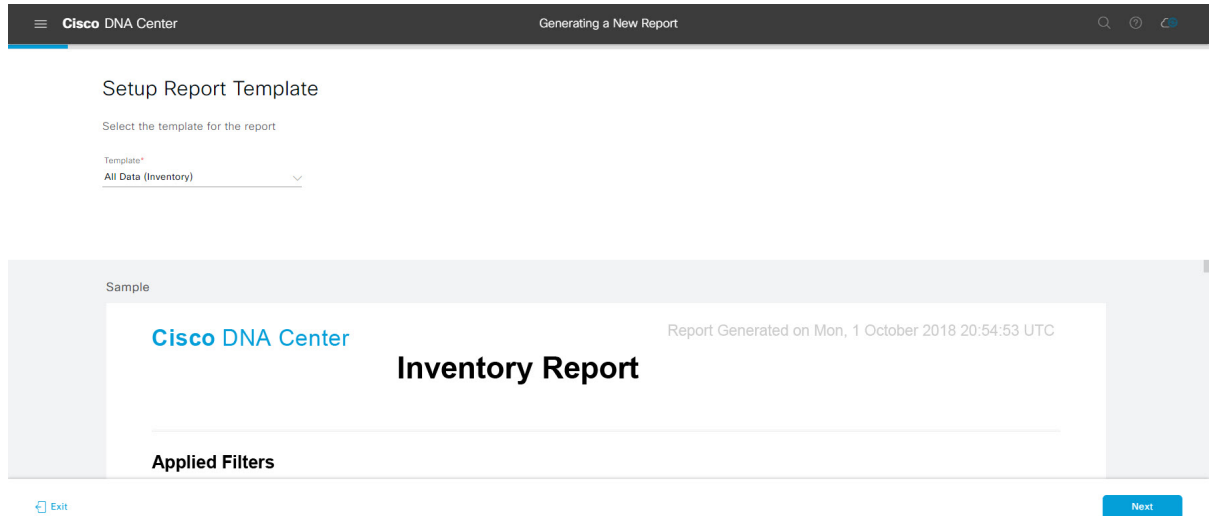
**Step 7** In the **Select Report Template** window, select the template for the report.

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: Setup Report Template**



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

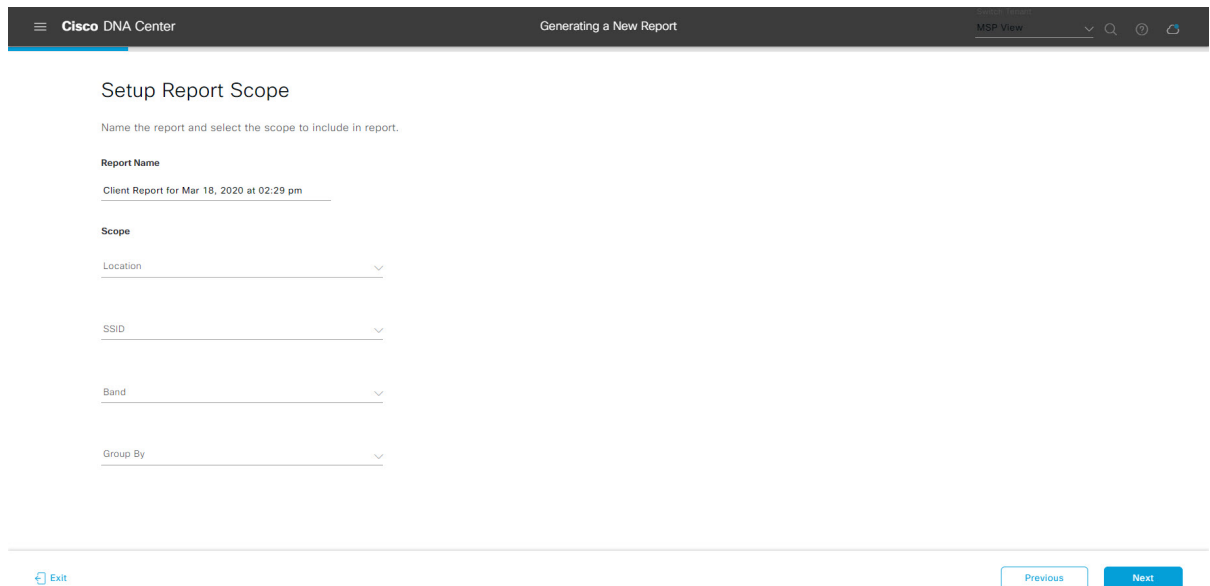
**Step 8**

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**. The **Select File Type** window opens.

**Step 9**

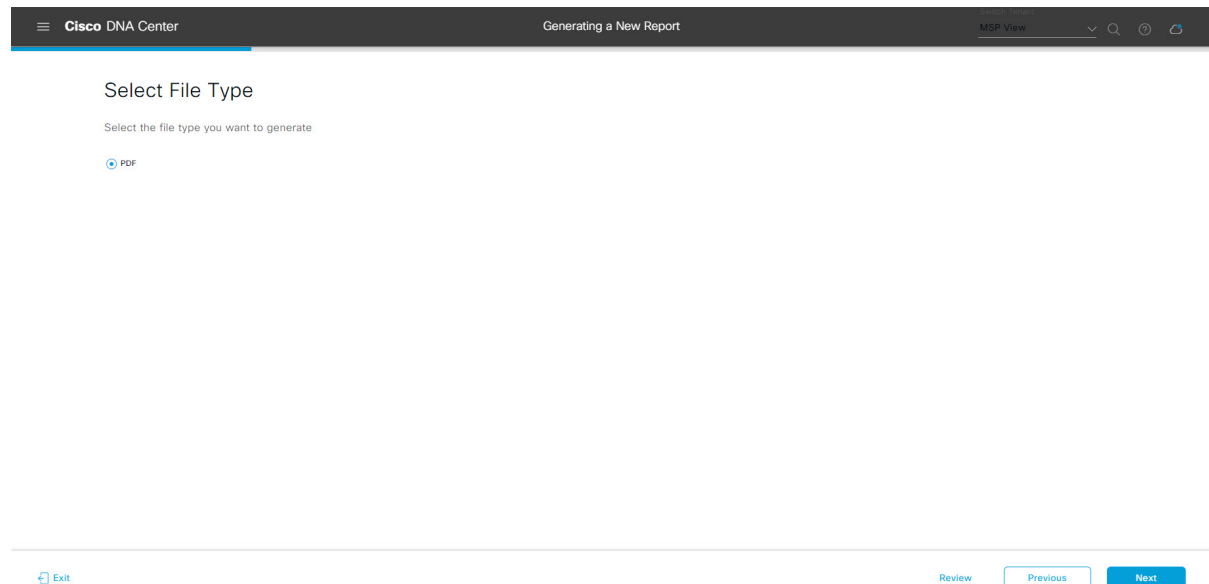
In the **Select File Type** window, select the file type for the report.

Depending on 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**. 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:

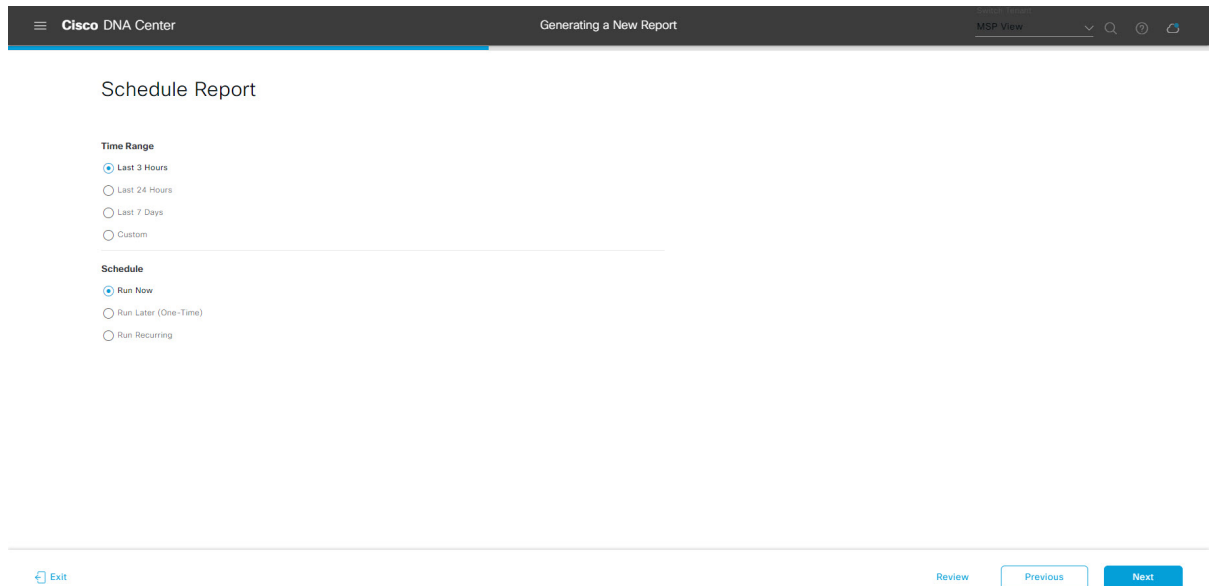
- **Run Now**
- **Run Later**

- **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**. 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** Email notifications with embedded links to reports support up to 20 email addresses. To add multiple email addresses, you need to add each email address separately and press **Enter** (on your keyboard) after each addition. Cisco DNA Center platform validates the email addresses and notifies you if the syntax is incorrect.

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

**Note** PDF reports support email notification attachments of up to 20-MB in size and up to 10 email addresses. To add multiple email addresses, you need to add each email address separately and press **Enter** (on your keyboard) after each addition. Cisco DNA Center platform validates the email addresses and notifies you if the syntax is incorrect.

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.

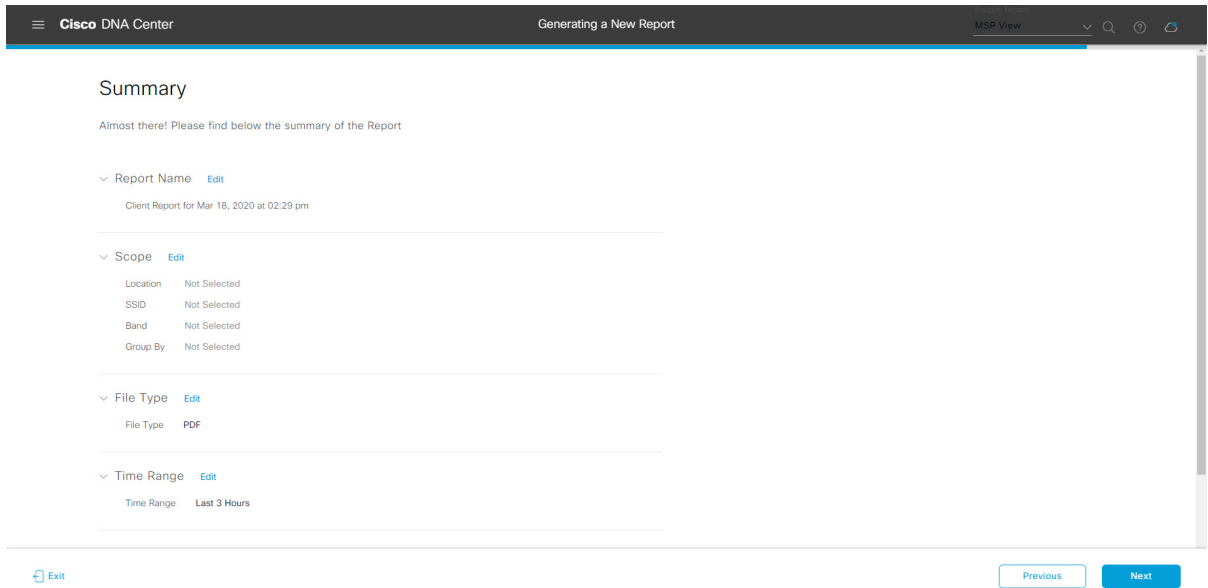
**Figure 60: Delivery and Notification**

The screenshot shows the Cisco DNA Center interface for configuring report delivery and notification. The page title is "Generating a New Report". The breadcrumb trail is "MSP View". The main content area is titled "Delivery and Notification". Under the "Email Report" section, there are three radio buttons: "Email Report" (selected), "As a Link", and "As an Attachment". Below these is an "Add Email" input field. Under the "Webhook Notification" section, there is a radio button labeled "Webhook Notification". At the bottom of the page, there are three buttons: "Exit", "Review", and "Next".

Click **Next**. 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 **Next**.

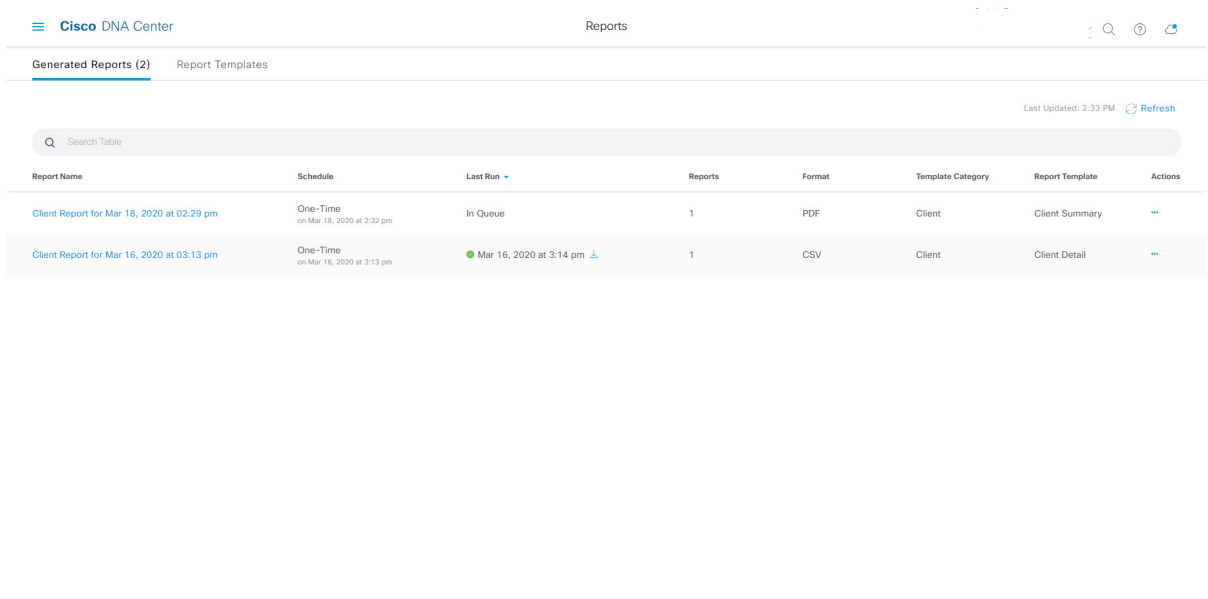
After the report is generated, a success window appears.

**Step 13**

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

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

Figure 62: Generated Reports



**What to do next**

Review your report instance in **Generated Reports** window.

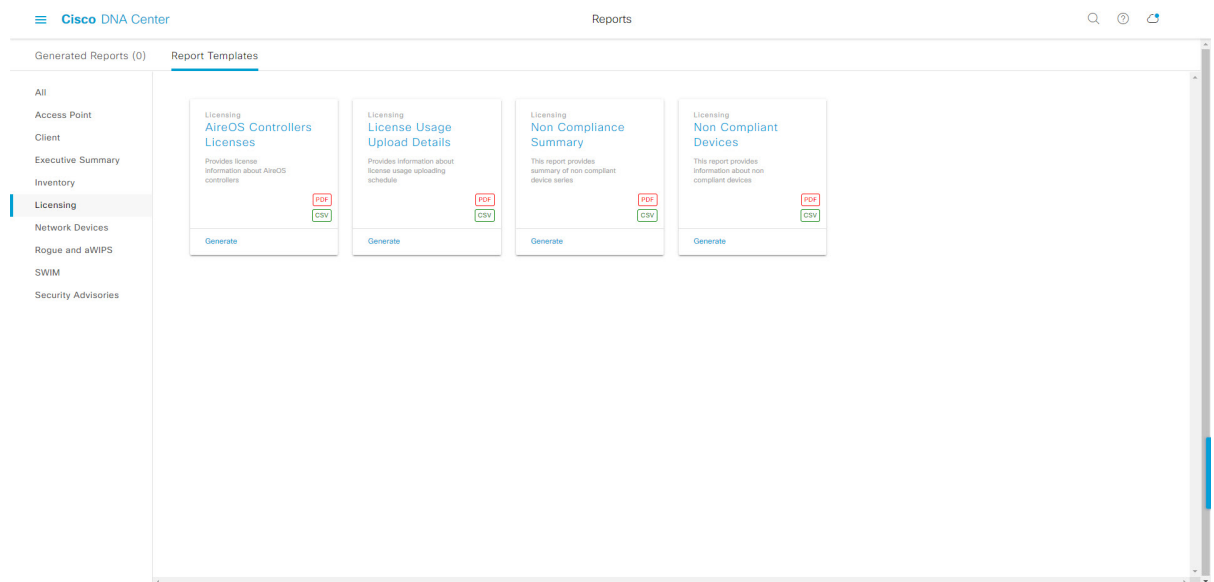


**Note** You can download, review, edit, duplicate, or delete the report in the **Generated Reports** window. For additional information, see [View Generated Reports, on page 99](#).

## 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 63: 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**. Click the menu icon (☰) and choose **Provision** > **Inventory** to view the results.

**Step 1**

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.



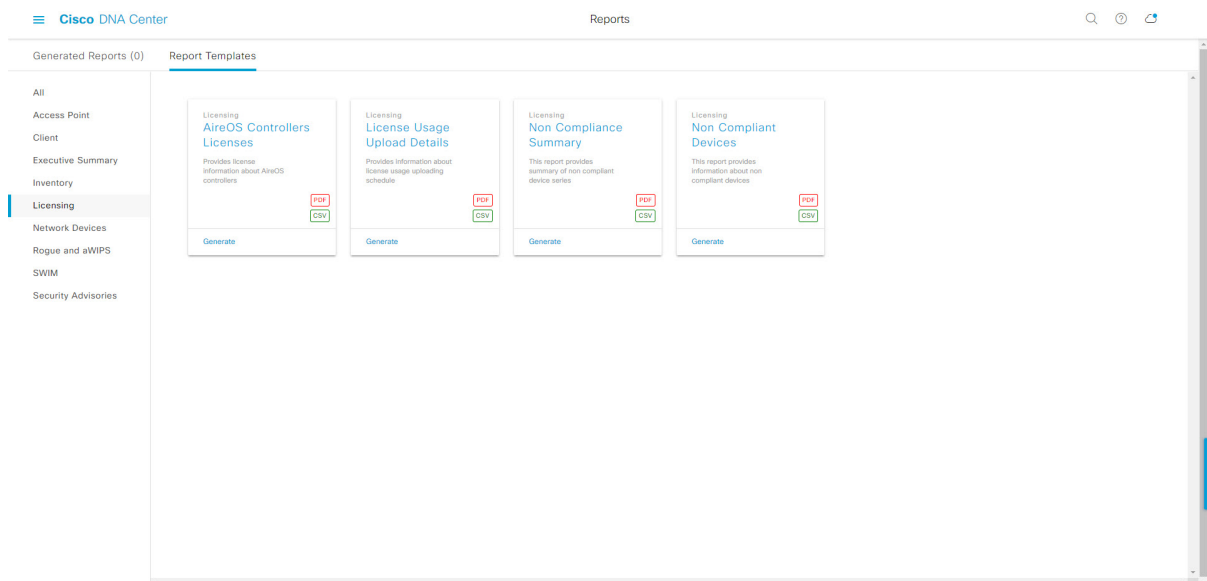
- **Executive Summary:** Report that helps with analyzing how devices, applications, and clients are performing in the network.
- **Inventory:** Report listing devices discovered by Cisco DNA Center.
- **Licensing:** Reports that lists devices that noncompliant devices and the reasons for noncompliance.
- **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 the network, along with their 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 64: 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**, **License Historical Usage**, **License Usage Upload Details**, **Non-Compliance Summary**, or **Non-Compliant Devices** 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.

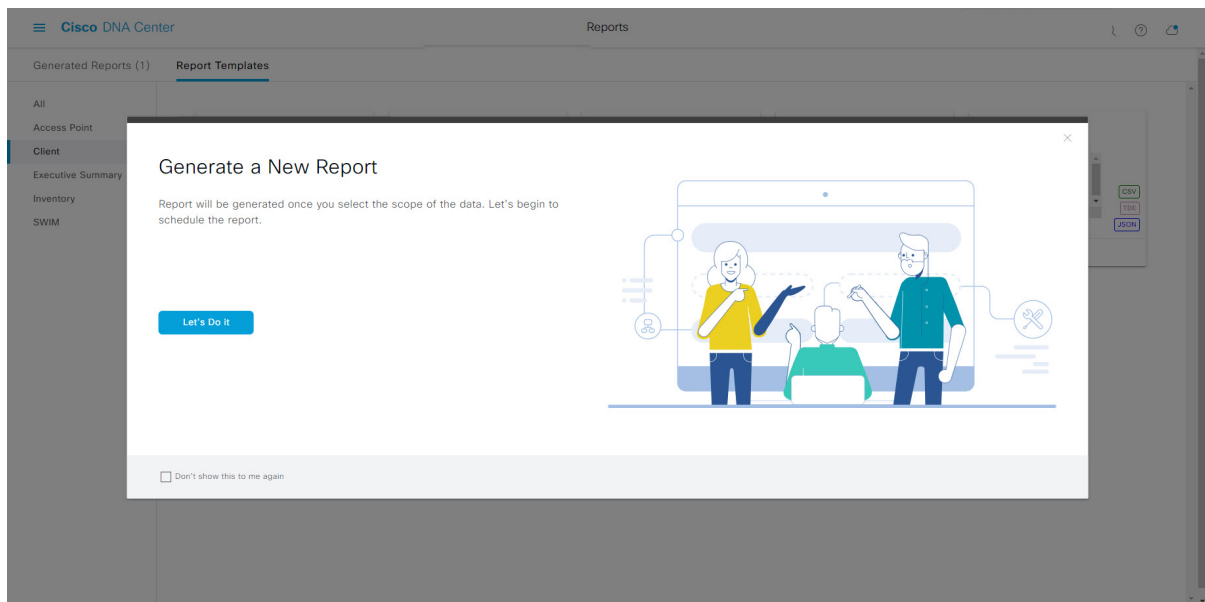
**Step 4** Click **X** to close the preview.

**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 65: Generate a New Report**



The **Select Report Template** window opens.

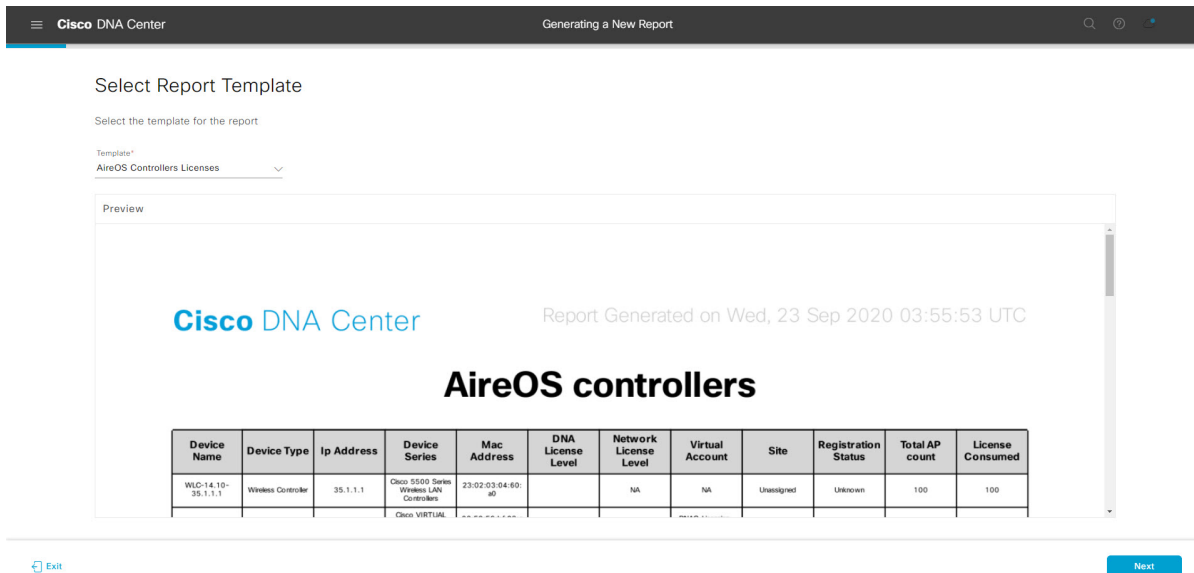
**Step 7** In the **Select Report Template** window, select the template for the report.

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 66: Select Report Template



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

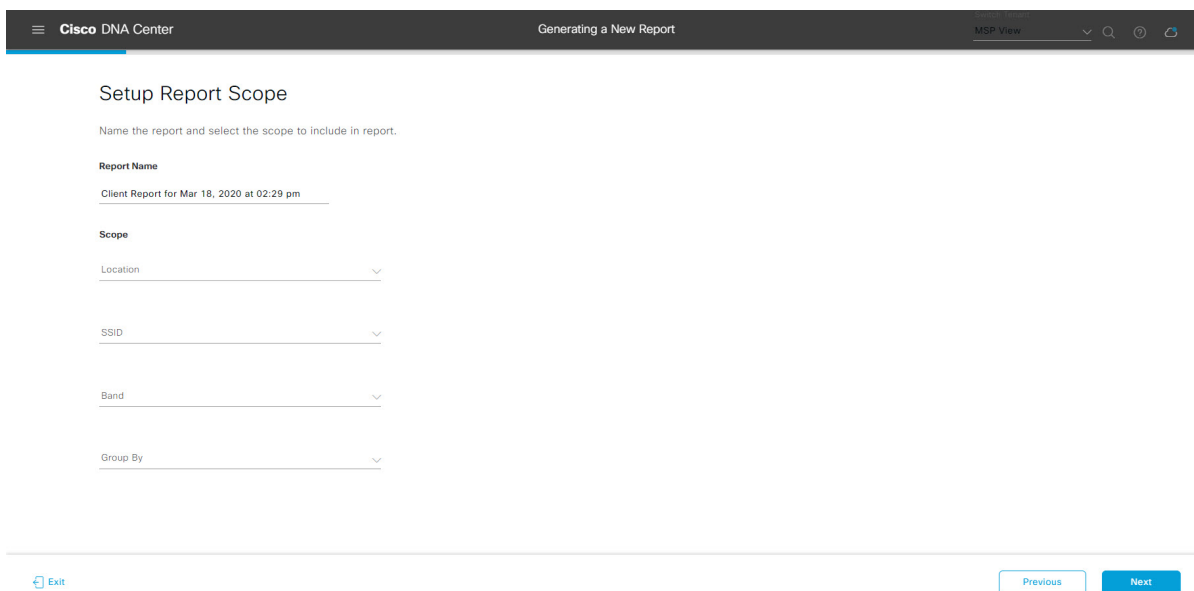
**Step 8**

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

In the **Report Name** field, enter a report name and click inside 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 67: Setup Report Scope



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

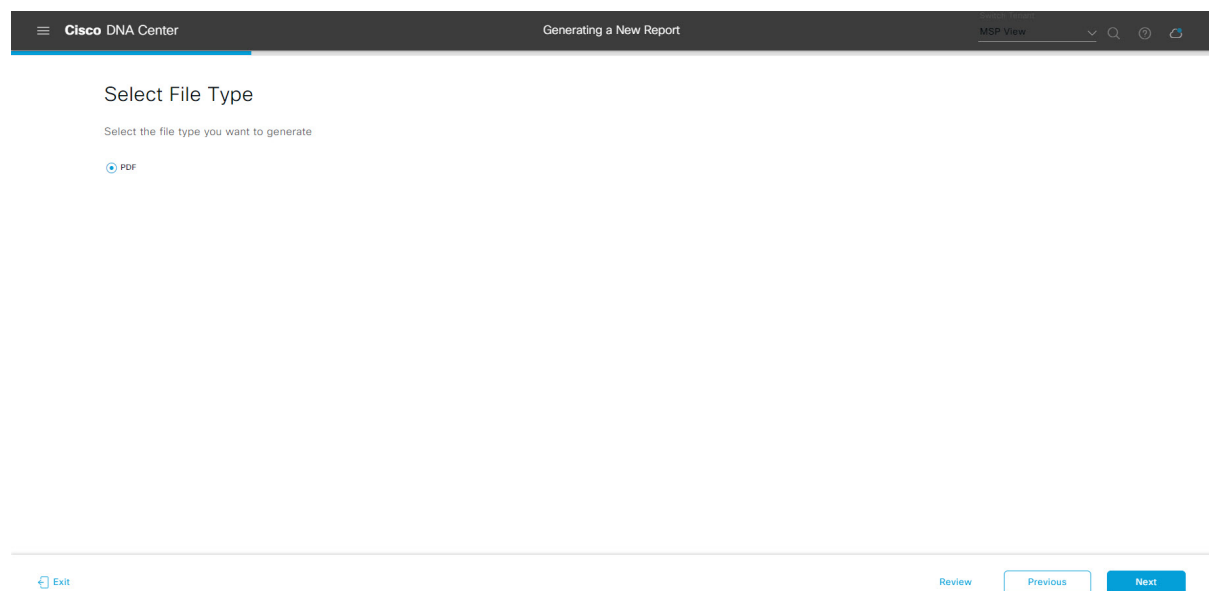
**Step 9** In the **Select File Type** window, select the file type for the report.

Depending on 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 68: Select File Type**



Click **Next**. 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** displays fields where you can choose the date and time interval for a specific report type, and the time zone (GMT) for the time range.

The following **Schedule** options are available:

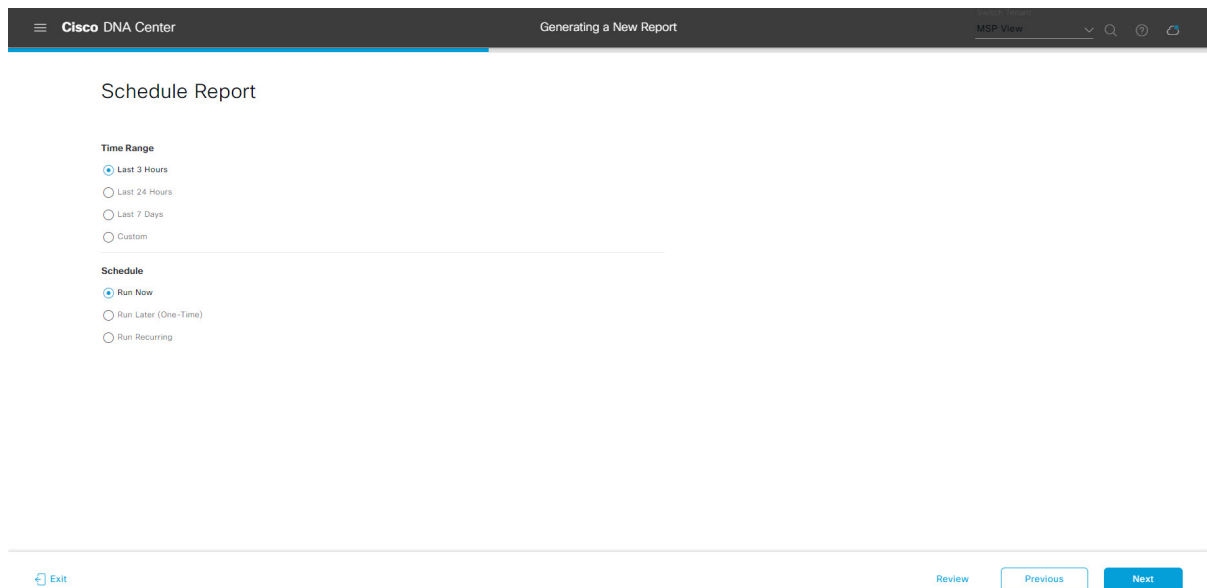
- **Run Now**

- **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 69: Schedule Report**



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

### Step 11

In the **Delivery and Notification** window, select the delivery mechanism for the report:

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

**Note** If you have not configured an SMTP server for the emails, you are 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 to the report and to the **Generated Reports** page under **Reports**. You can view and download the report from this location.

**Note** Email notifications with embedded links to reports support up to 20 email addresses. To add multiple email addresses, you need to add each email address separately and press **Enter** (on your keyboard) after each addition. Cisco DNA Center platform validates the email addresses and notifies you if the syntax is incorrect.

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

**Note** PDF reports support email notification attachments of up to 20-MB in size and up to 10 email addresses. To add multiple email addresses, you need to add each email address separately and press **Enter** (on your keyboard) after each addition. Cisco DNA Center platform validates the email addresses and notifies you if the syntax is incorrect.

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 are 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 receive status webhook notifications for the report, for example, **In Queue**, **In Progress**, and **Success**. You are also able to view these notifications in the GUI.

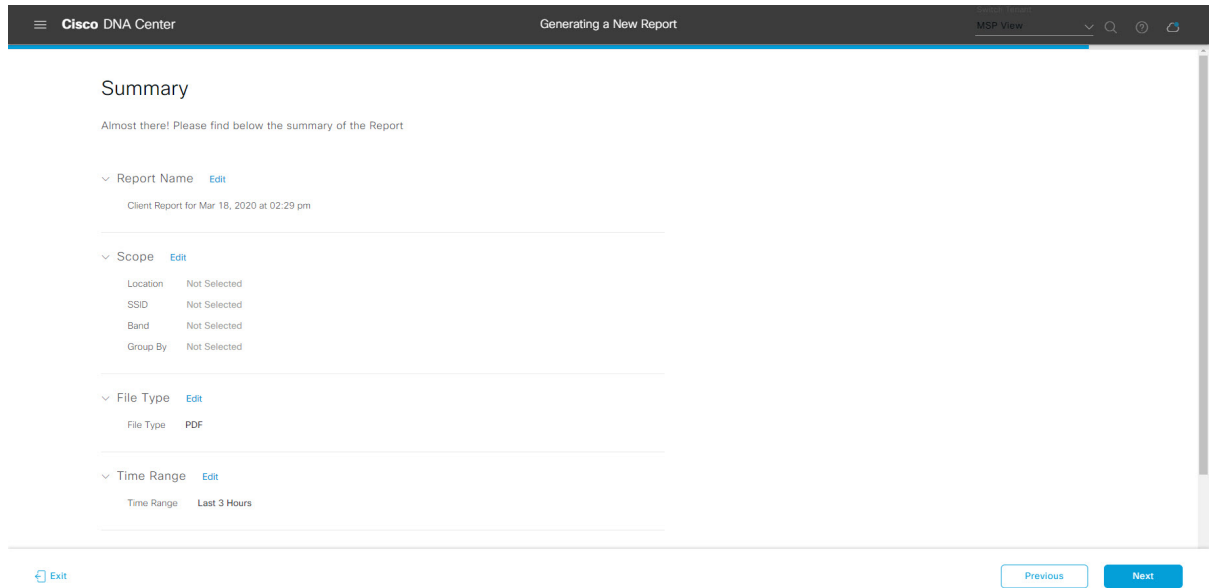
**Figure 70: Delivery and Notification**

The screenshot shows the 'Delivery and Notification' configuration page in the Cisco DNA Center GUI. The page title is 'Delivery and Notification'. There are three radio button options: 'Email Report' (selected), 'As a Link', and 'As an Attachment'. Below these options is an 'Add Email' input field. At the bottom of the page, there is an 'Exit' button on the left and 'Review', 'Previous', and 'Next' buttons on the right.

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

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

Figure 71: Summary



Click **Next**.

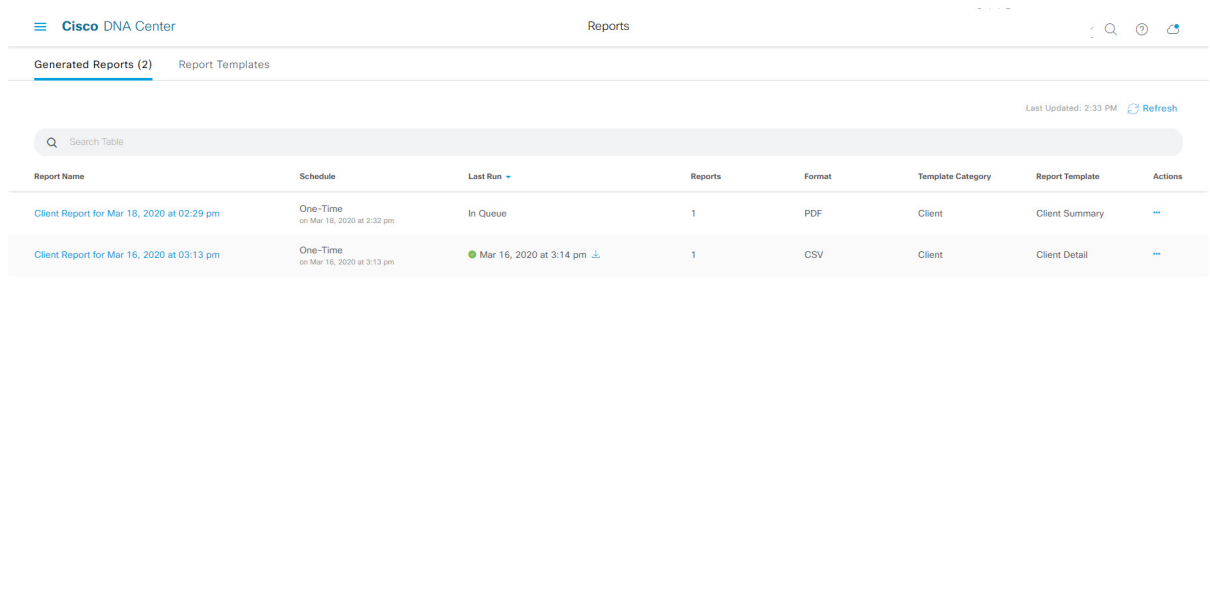
After the report is generated, a success window appears.

**Step 13**

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

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

Figure 72: Generated Reports



**What to do next**

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 99](#).

## 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 73: Network Devices Reports**

The screenshot shows the Cisco DNA Center Reports interface. The top navigation bar includes the Cisco DNA Center logo and the Reports section. Below the navigation bar, there are two tabs: 'Generated Reports (72)' and 'Report Templates'. The 'Report Templates' tab is active, showing a list of report categories in the left sidebar: All, Access Point, Client, Executive Summary, Inventory, Licensing, Network Devices (highlighted), Rogue and aWIPS, SWIM, and Security Advisories. The main content area displays six report templates for Network Devices:

- Channel Change Count**: The report provides visibility into the channel changes observed on Access Point Radio. (Export options: CSV, TDE, JSON)
- Network Device Availability**: This network device availability report view provides detailed information about average availability of devices. (Export options: CSV, TDE, JSON)
- PoE**: This PoE report view provides detailed information about the switch power and ports. (Export options: CSV, TDE, JSON)
- Port Capacity**: This Port Capacity report provides detailed information about the port usage in the network. (Export options: CSV, TDE, JSON)
- Transmit Power Change Count**: The report provides visibility into the transmit power changes observed on Access Point Radio. (Export options: CSV, TDE, JSON)
- VLAN**: This vlan report provides detailed information about the list of vlans that are seen in the network. (Export options: CSV, TDE)

**Before you begin**

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

**Step 1**

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.



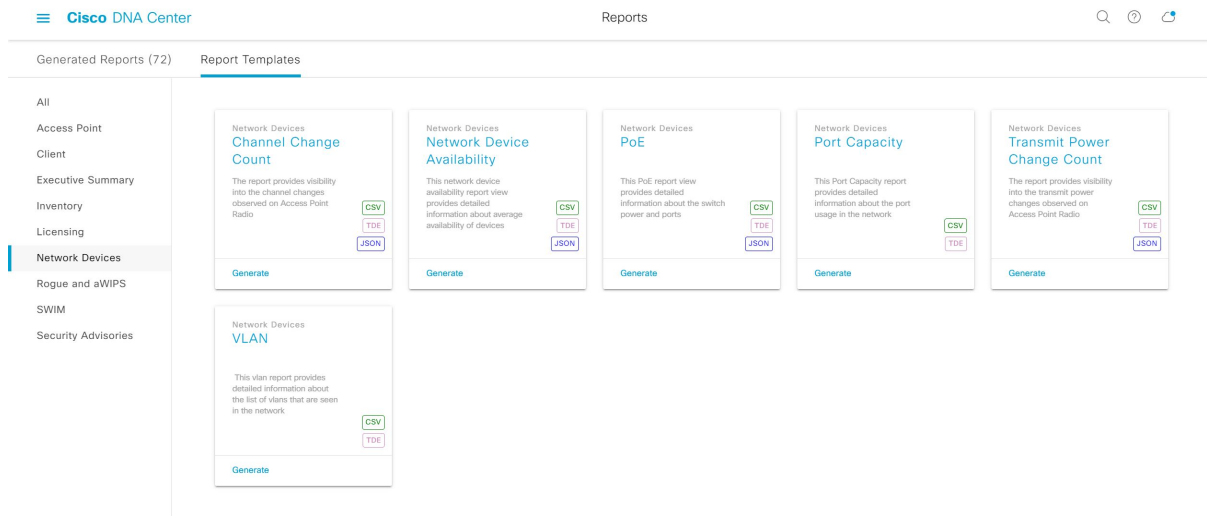
- **Inventory:** Report that lists devices discovered by Cisco DNA Center.
- **Licensing:** Reports that list noncompliant devices and the reasons for noncompliance.
- **Network Devices:** Reports that provide data about the devices in your network.
- **Rogue and aWIPS:** Reports that provide data about 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 74: Network Devices Reports**



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**, **Port Capacity**, **Transmit Power Change Count**, **Interface Utilization**, **Device CPU and Memory Utilization**, or **VLAN** 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.

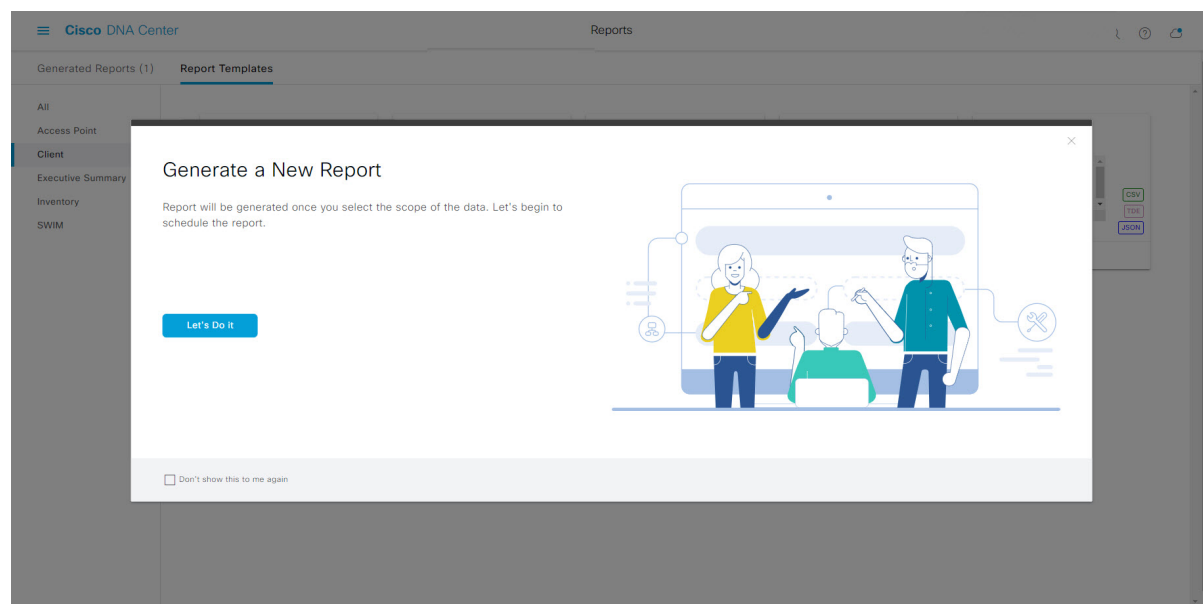
**Step 4** Click **X** to close the preview.

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

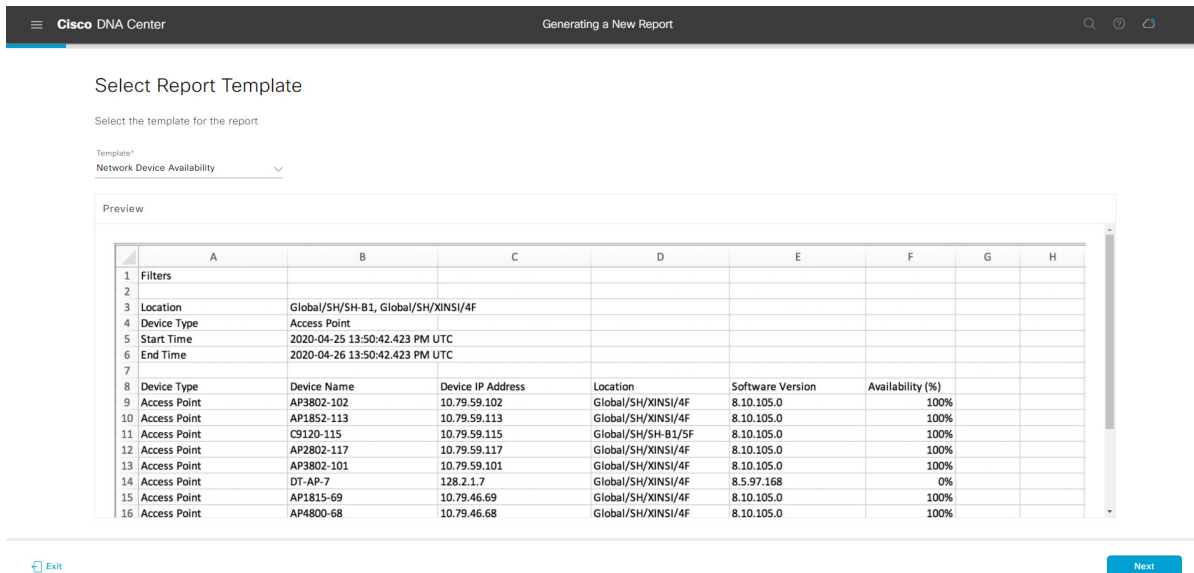
**Step 7** In the **Setup the Report Template** window, select the template for the report.

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 76: Setup Report Template



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

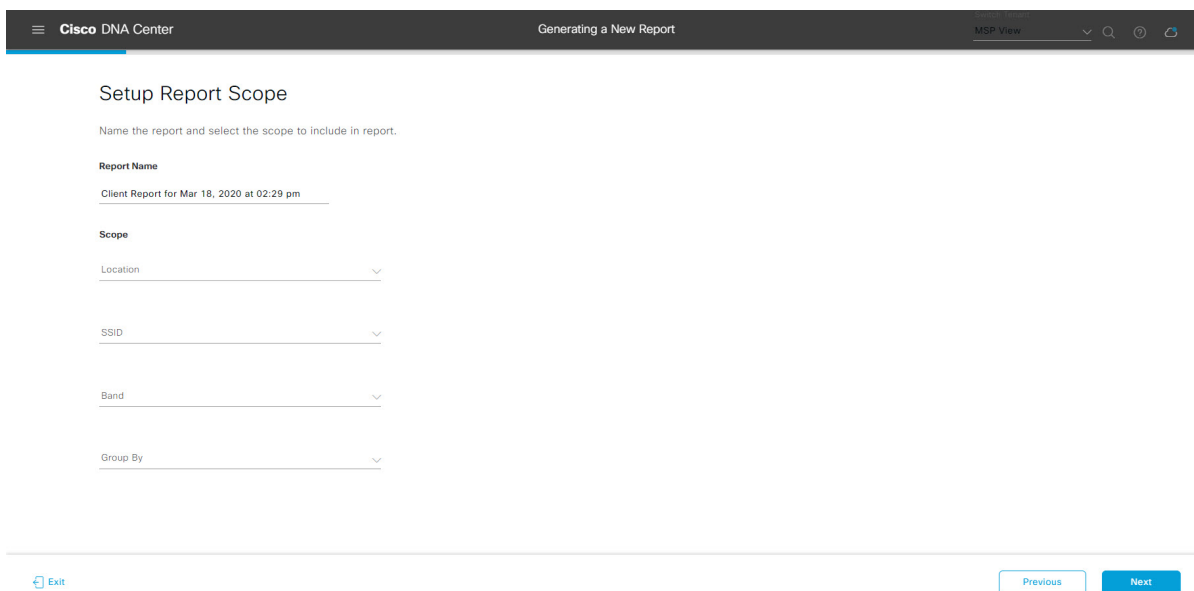
**Step 8**

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 77: Setup Report Scope



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

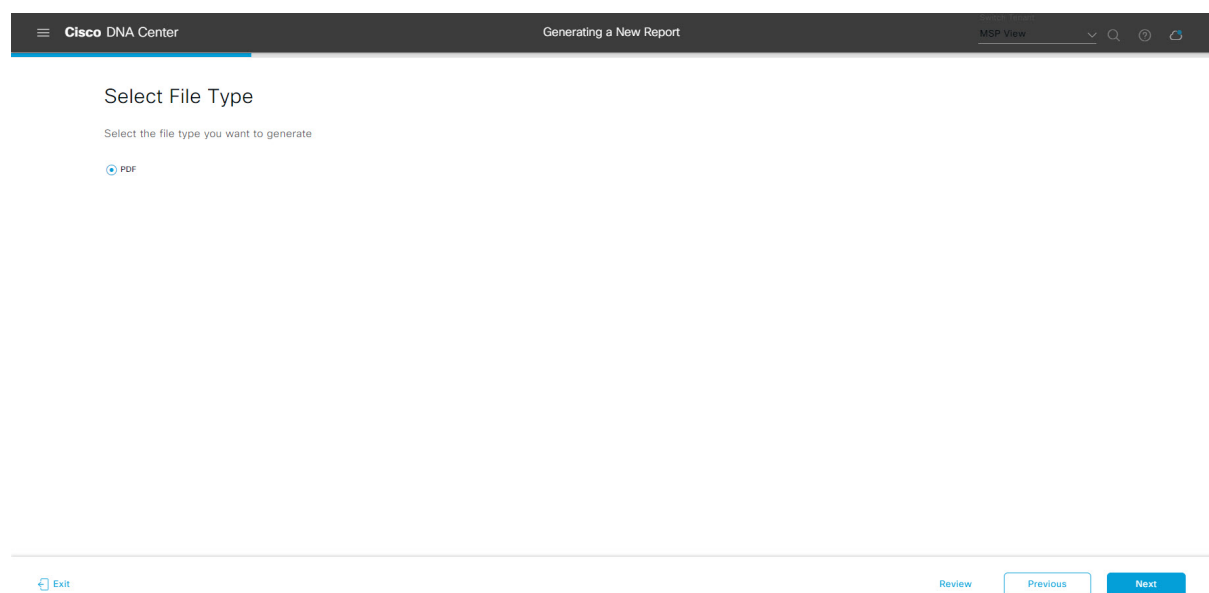
**Step 9** In the **Select File Type** window, select the file type for the report.

Depending on 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 78: Select File Type**



Click **Next**. 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:

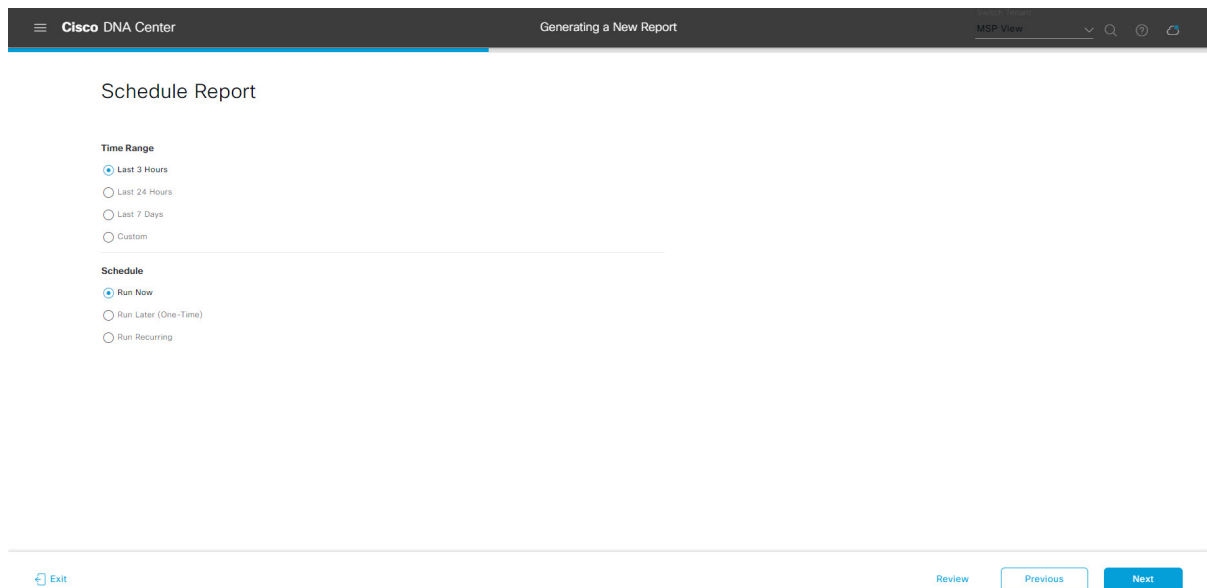
- **Run Now**

- **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 79: Schedule Report**



Click **Next**. 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** Email notifications with embedded links to reports support up to 20 email addresses. To add multiple email addresses, you need to add each email address separately and press **Enter** (on your keyboard) after each addition. Cisco DNA Center platform validates the email addresses and notifies you if the syntax is incorrect.

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

**Note** PDF reports support email notification attachments of up to 20-MB in size and up to 10 email addresses. To add multiple email addresses, you need to add each email address separately and press **Enter** (on your keyboard) after each addition. Cisco DNA Center platform validates the email addresses and notifies you if the syntax is incorrect.

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.

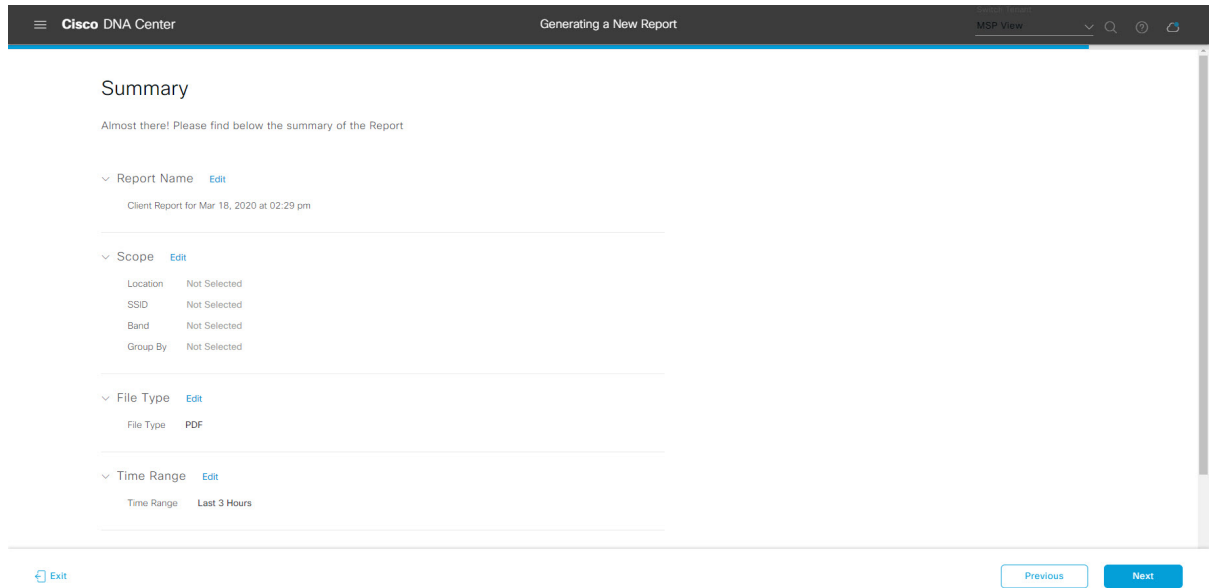
**Figure 80: Delivery and Notification**

The screenshot shows the 'Delivery and Notification' configuration page in the Cisco DNA Center GUI. The page title is 'Delivery and Notification'. There are three radio button options: 'Email Report' (selected), 'As a Link', and 'As an Attachment'. Below these options is an 'Add Email' input field. At the bottom of the page, there are four buttons: 'Exit', 'Review', 'Previous', and 'Next'.

Click **Next**. 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 **Next**.

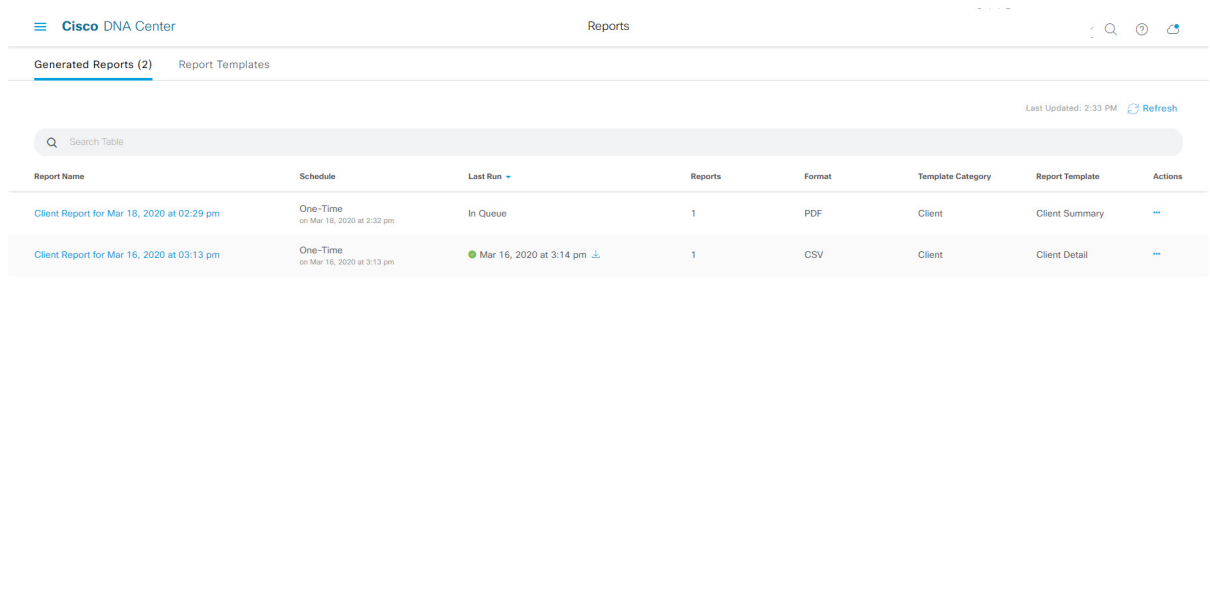
After the report is generated, a success window appears.

**Step 13**

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

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

Figure 82: Generated Reports



### What to do next

Review your report instance in **Generated Reports** window.

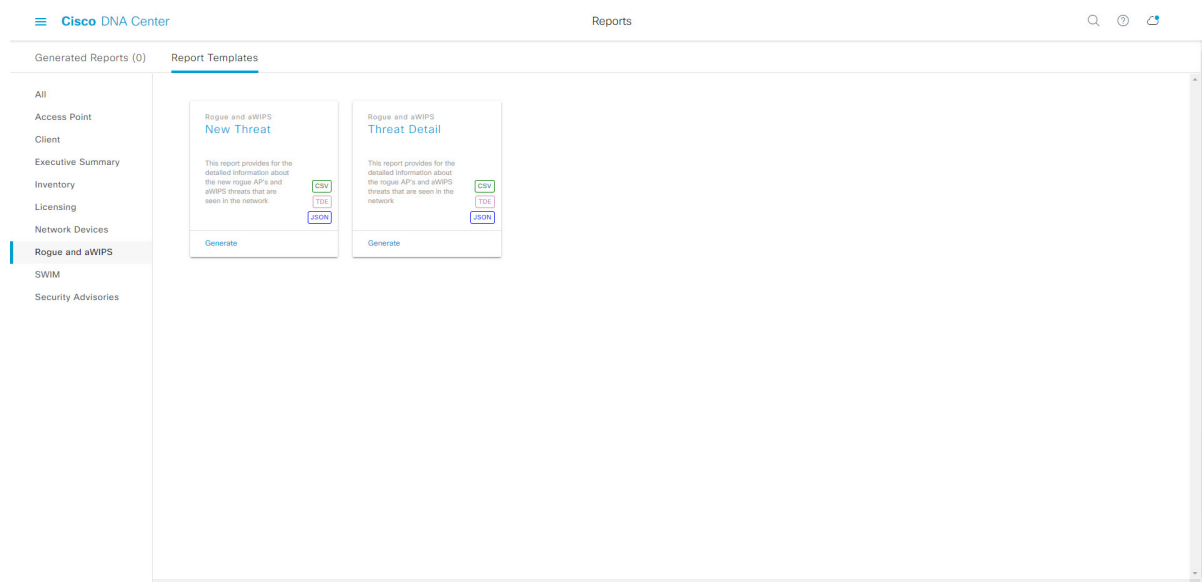


**Note** You can download, review, edit, duplicate, or delete the report in the **Generated Reports** window. For additional information, see [View Generated Reports, on page 99](#).

## 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 83: 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**. Click the menu icon (☰) and choose **Provision > Inventory** to view the results.

### Step 1

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.



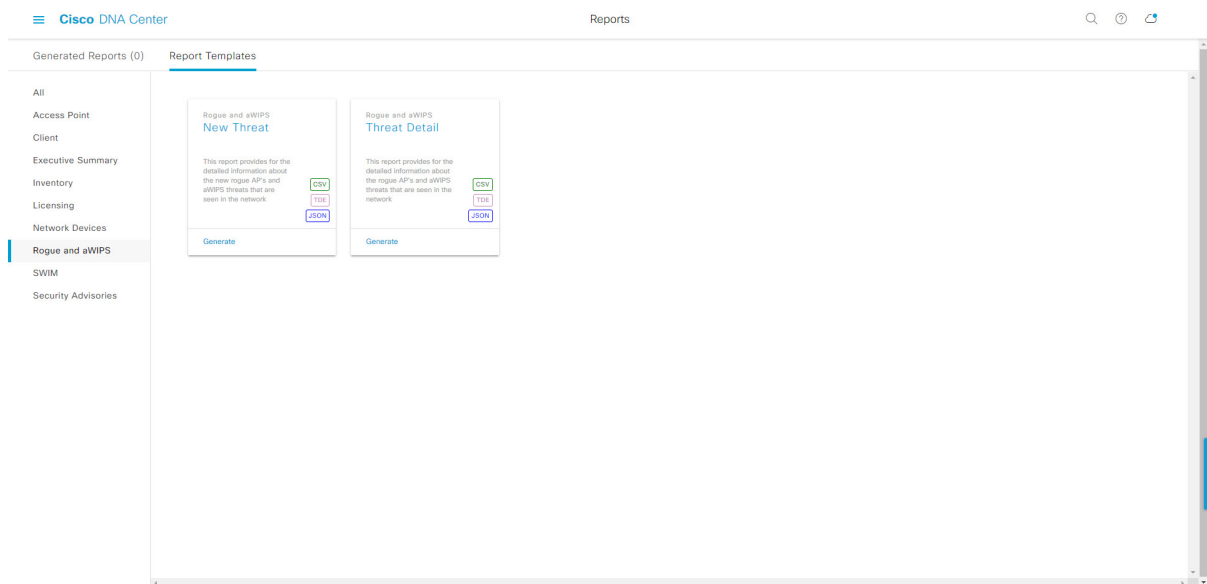
- **Executive Summary:** Report that helps with analyzing how devices, applications, and clients are performing in the network.
- **Inventory:** Report listing devices discovered by Cisco DNA Center.
- **Licensing:** Reports that lists devices that noncompliant devices and the reasons for noncompliance.
- **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: 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 a **New Threat** or **Threat 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.

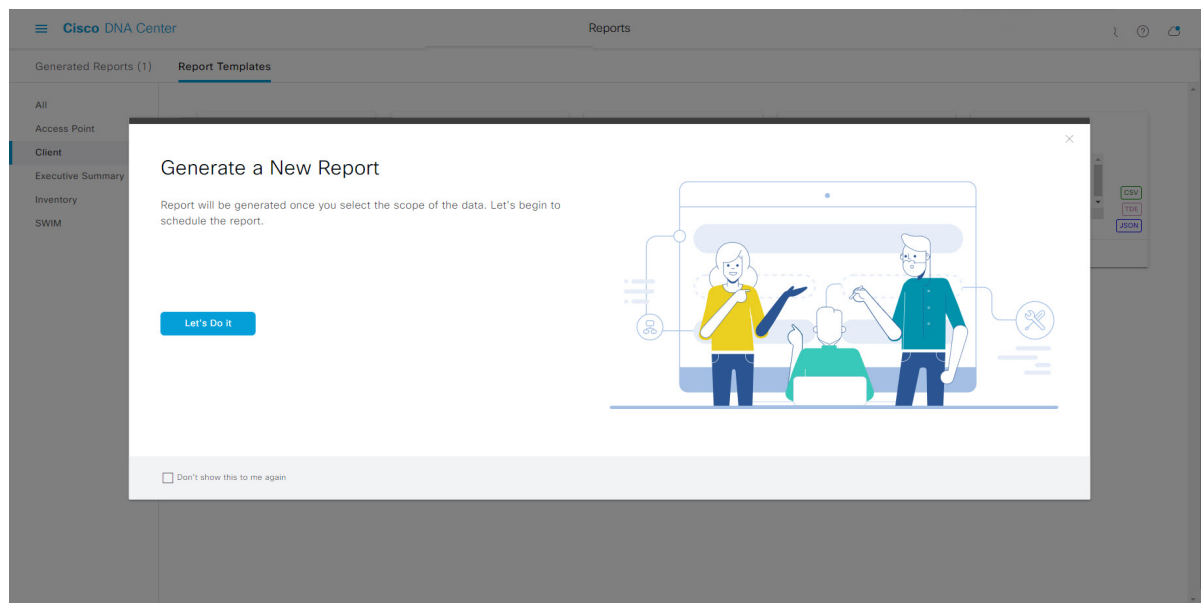
**Step 4** Click **X** to close the preview.

**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 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**. 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**.
- If all the APs in your network are not assigned to a floor and you select **Global** in the **Location** filter, **Rogue and aWIPS** report displays only the threats associated with assigned APs under the global hierarchy. To view the threats associated with unassigned APs, you must keep the location filter empty.

Figure 87: Setup Report Scope

The screenshot shows the 'Setup Report Scope' configuration page in Cisco DNA Center. The page title is 'Setup Report Scope' and the subtitle is 'Name the report and select the scope to include in report.' The page contains the following fields:

- Report Name:** Client Report for Mar 18, 2020 at 02:29 pm
- Scope:**
  - Location: [Dropdown menu]
  - SSID: [Dropdown menu]
  - Band: [Dropdown menu]
  - Group By: [Dropdown menu]

At the bottom of the page, there are two buttons: 'Exit' (with a back arrow icon) and 'Next' (highlighted in blue).

Click **Next**. 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**. 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.

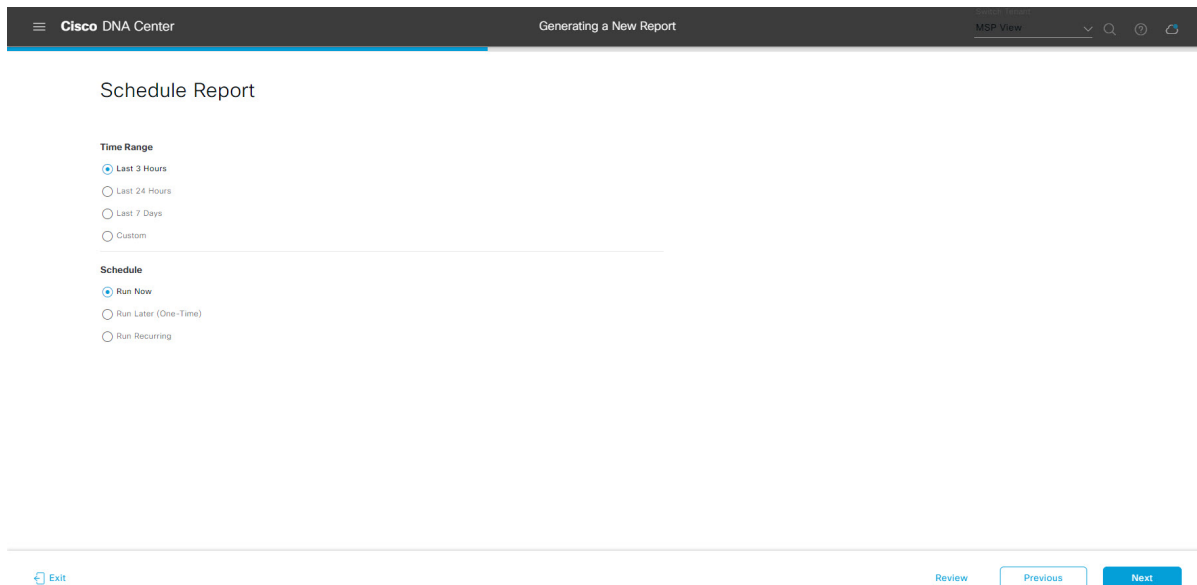
The following **Schedule** options are available:

- **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**. 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** Email notifications with embedded links to reports support up to 20 email addresses. To add multiple email addresses, you need to add each email address separately and press **Enter** (on your keyboard) after each addition. Cisco DNA Center platform validates the email addresses and notifies you if the syntax is incorrect.

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

**Note** PDF reports support email notification attachments of up to 20-MB in size and up to 10 email addresses. To add multiple email addresses, you need to add each email address separately and press **Enter** (on your keyboard) after each addition. Cisco DNA Center platform validates the email addresses and notifies you if the syntax is incorrect.

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.

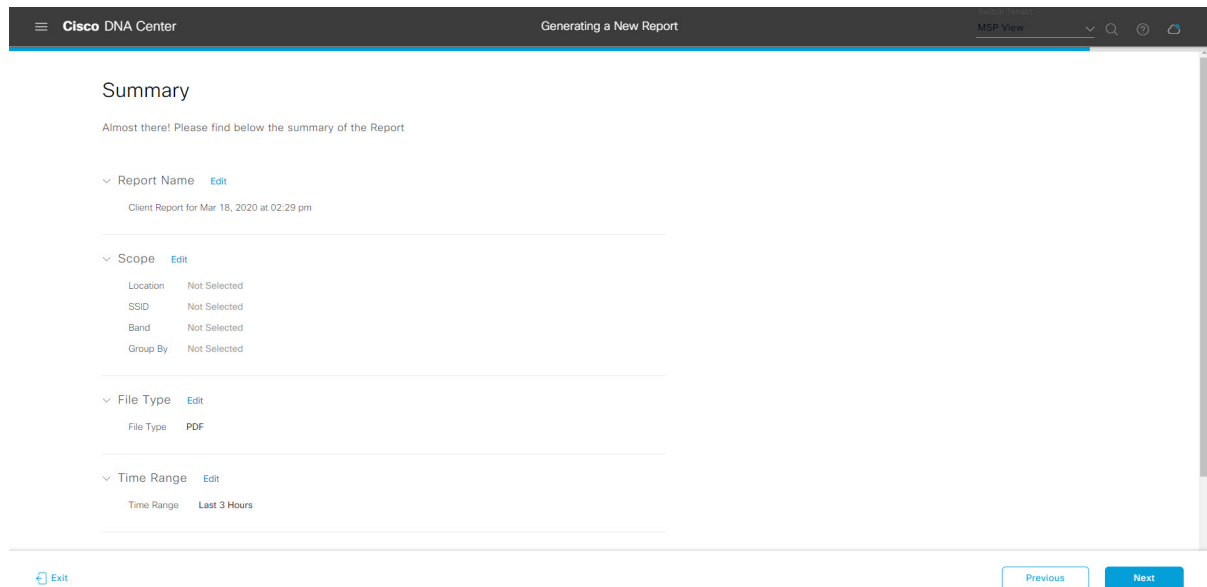
**Figure 90: Delivery and Notification**

The screenshot shows the Cisco DNA Center interface for configuring report delivery. The breadcrumb trail is "Cisco DNA Center > Generating a New Report". The page title is "Delivery and Notification". Under the "Email Report" section, the "As a Link" option is selected. Below it, there is an "Add Email" text input field. The "Webhook Notification" option is unselected. At the bottom of the page, there are navigation buttons: "Exit", "Review", "Previous", and "Next".

Click **Next**. 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**.

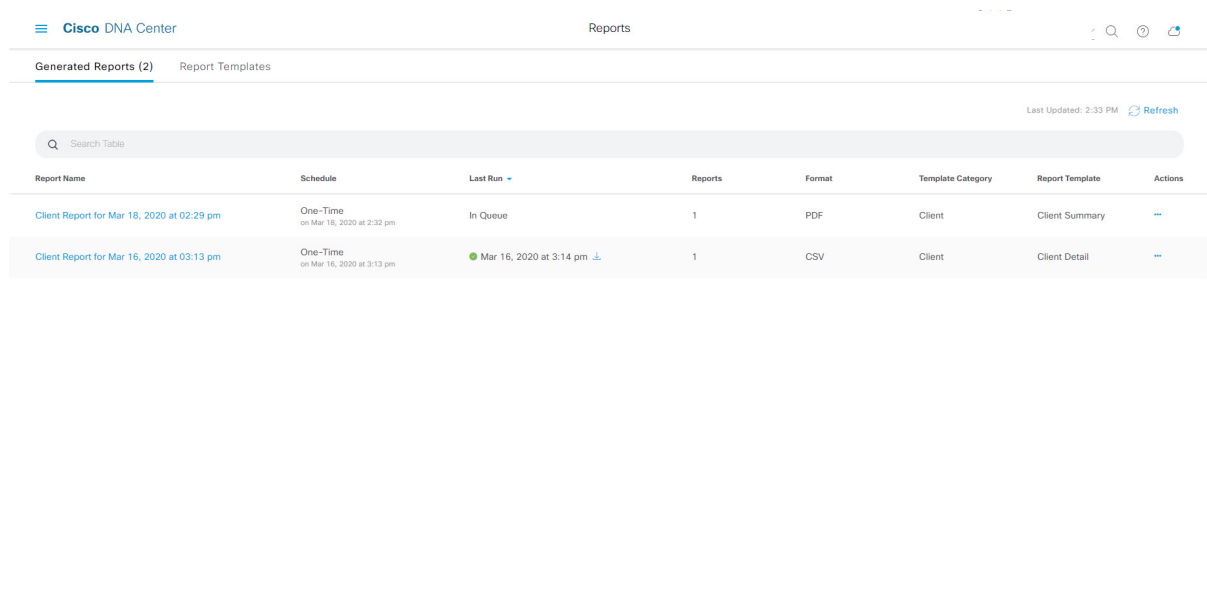
After the report is generated, a success window appears.

**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

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 99](#).

## Run an ROI Report

The Cisco DNA Center platform ROI Insights report is a customized report that shows the productivity improvement of network operations with Cisco DNA Center and comparative ROI insights with a traditional NMS.

The following procedure describes how to configure an ROI report for a network operation.

**Step 1** Click the menu icon (☰) and choose **Reports > Usage Insights**.

The **Usage Insights** window displays the following information:

- **SAVINGS**: Displays the time and cost saved on network operation with Cisco DNA Center for a selected time range.
- **ROI Insights**: Lists the ROI Insights report that is created based on **Features**, **Time Saved**, **Cost Saved**, **Usage KPI**, **Traditional NMS** time, **Cisco DNA Center** time, and **Actions**.
- **Savings Trends**: Displays the savings trend of **Cost** and **Time** for an ROI Insights report.

**Note** The **Savings Trends** area appears only if the selected time range is more than a month.

**Step 2** In the **Campus Network Assurance**, **Network Device Onboarding**, **Campus Software Image Management**, and **Campus Network Segmentation** areas, enter the time savings in the **Hours** and **Minutes** name fields for a traditional NMS and Cisco DNA Center.

- Traditional NMS: Average time to detect and resolve an issue in the network without Cisco DNA Center.
- Cisco DNA Center: Average time to detect and resolve an issue in the network with Cisco DNA Center.

**Step 3** To modify the **Cost Inputs** and **IT Inputs**, click **Customize ROI Insights** and make the changes.

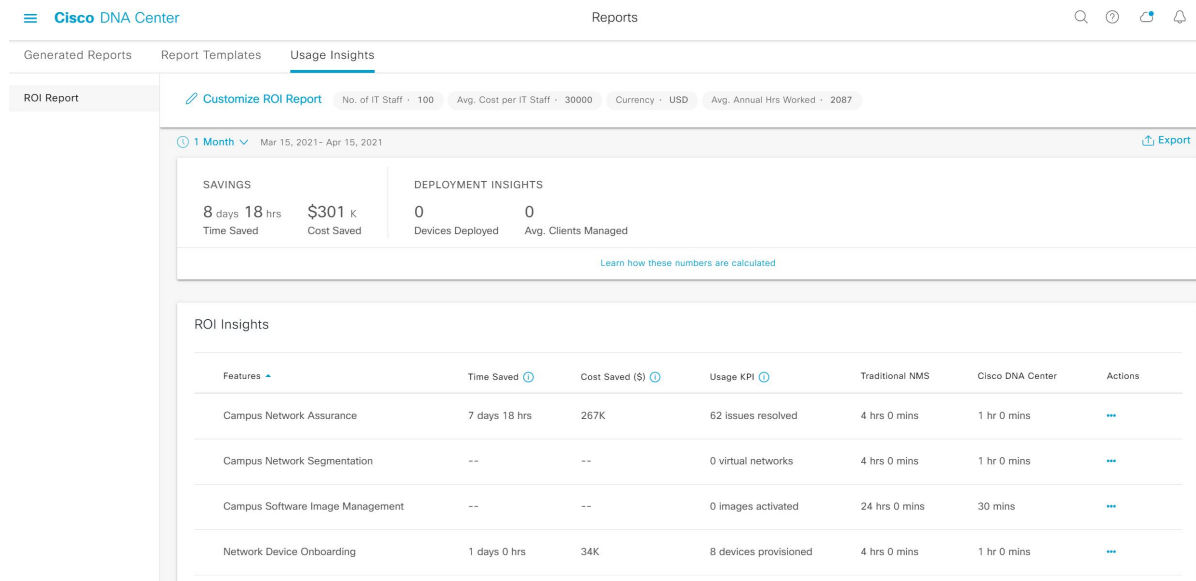
The **Customize ROI Insights** area displays the preconfigured **Avg. Cost per IT Staff**, **Currency**, **No. of IT Staff**, and **Avg. Annual Hrs Worked**.

**Step 4** To edit the time savings for a feature, click the corresponding **Edit** link under the **Actions** column and update the time in the subsequent pop-up window.

**Step 5** To choose the time range for which you want to see the ROI report, click the time range drop-down list below the **Customize ROI Insights** pane and click a time range radio button.

- a) Choose from the available time range options: **1 Month**, **3 Months**, **6 Months**, and **1 Year**.
- b) To customize the time range of ROI reports, click the time range drop-down list, click **Custom**, and define the **Start Date** and **End Date**.

Figure 93: Usage Insights Report Dashboard



**Step 6** Click **Learn how these numbers are calculated** above the **ROI Insights** table in the middle pane to see the calculation details.

The **Calculation Details** window shows how to calculate **Time Saved** and **Cost Saved**.

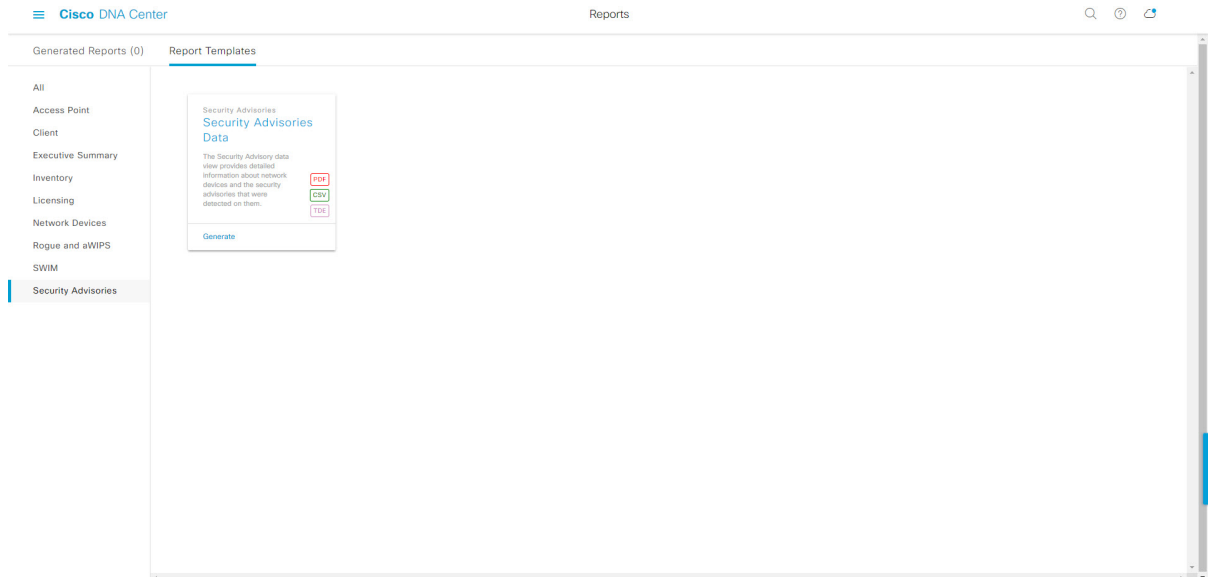
**Step 7** To export the ROI report, click **Export**.

The supported file types for the reports are PDF and CSV.

## 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 94: 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**. Click the menu icon (☰) and choose **Provision** > **Inventory** to view the results.

### Step 1

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.

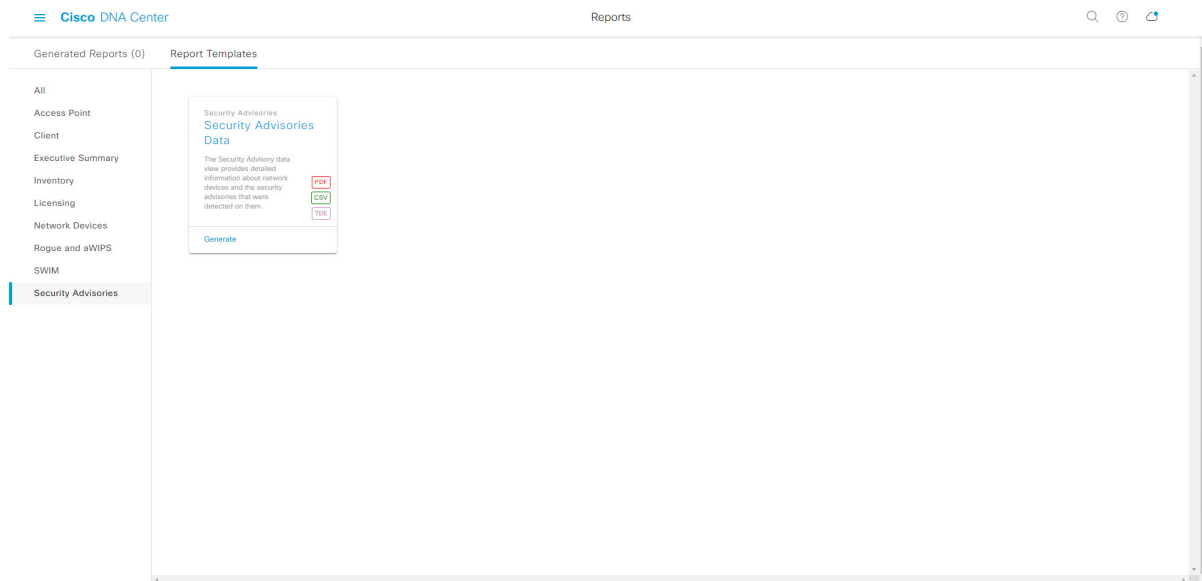
For this release, reporting is supported for the following categories:

- **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 95: 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.

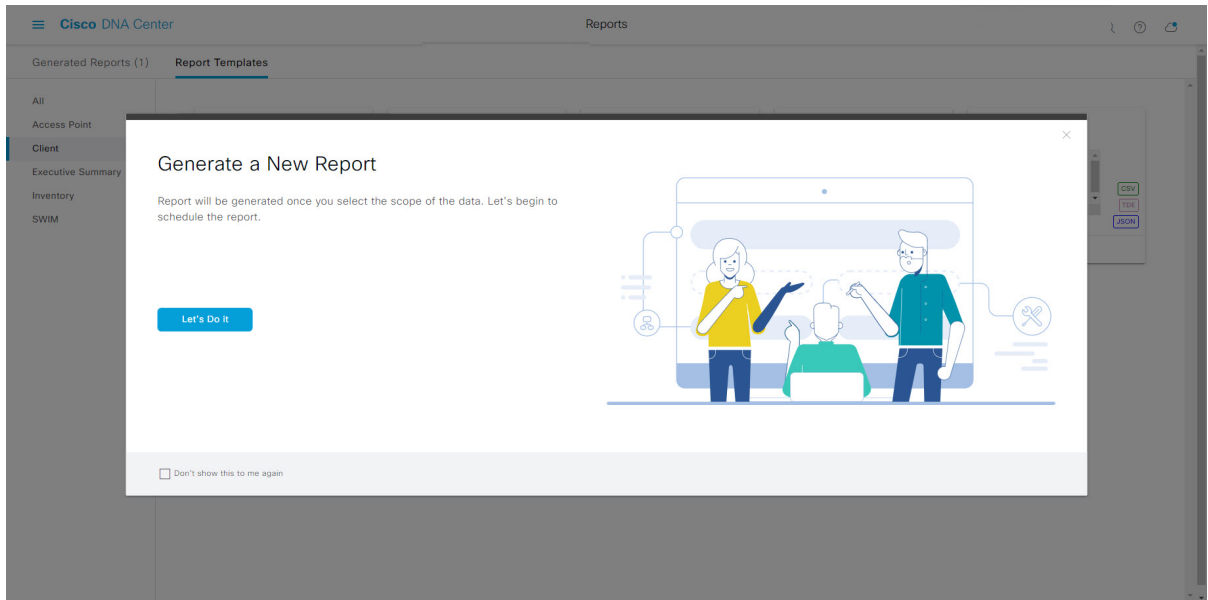
**Step 4** Click **X** to close the preview.

**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 96: Generate a New Report



The **Select Report Template** window opens.

**Step 7**

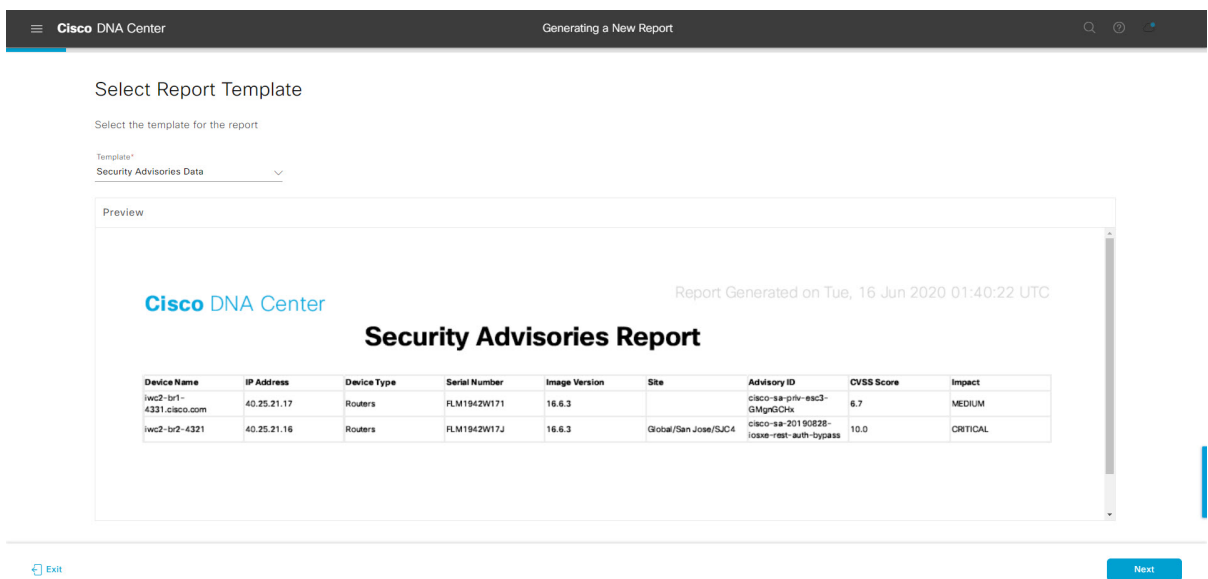
In the **Select Report Template** window, select the template for the report.

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 97: Select Report Template



Click **Next**. 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 98: Setup Report Scope**

Click **Next**. 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 99: Select File Type**

Click **Next**. 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.

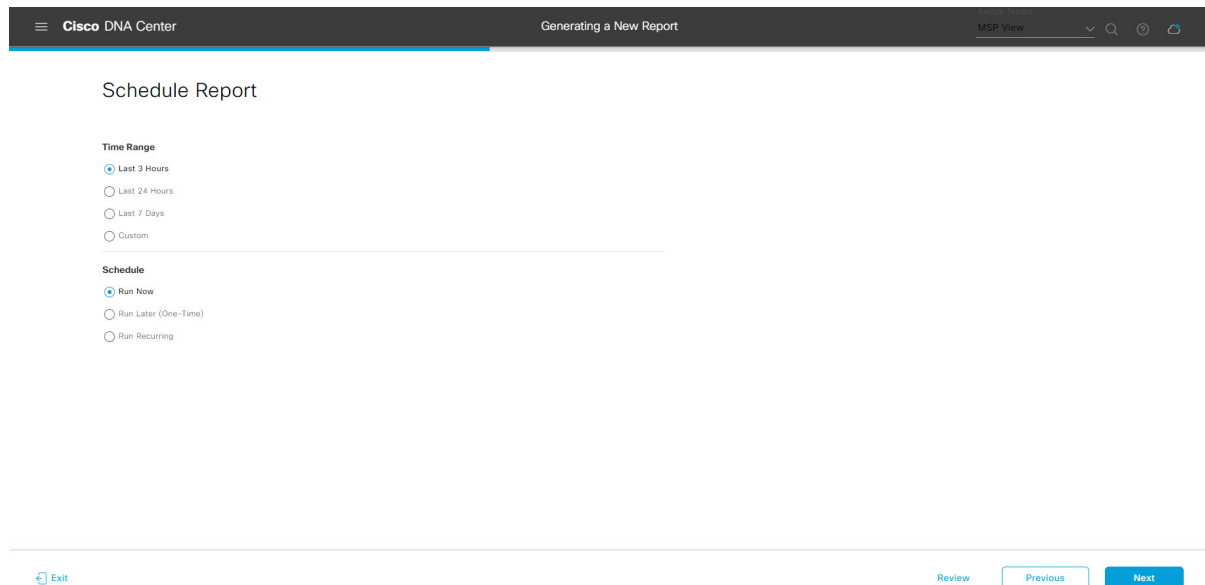
The following **Schedule** options are available:

- **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 100: Schedule Report



Click **Next**. 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** Email notifications with embedded links to reports support up to 20 email addresses. To add multiple email addresses, you need to add each email address separately and press **Enter** (on your keyboard) after each addition. Cisco DNA Center platform validates the email addresses and notifies you if the syntax is incorrect.

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

**Note** PDF reports support email notification attachments of up to 20-MB in size and up to 10 email addresses. To add multiple email addresses, you need to add each email address separately and press **Enter** (on your keyboard) after each addition. Cisco DNA Center platform validates the email addresses and notifies you if the syntax is incorrect.

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.

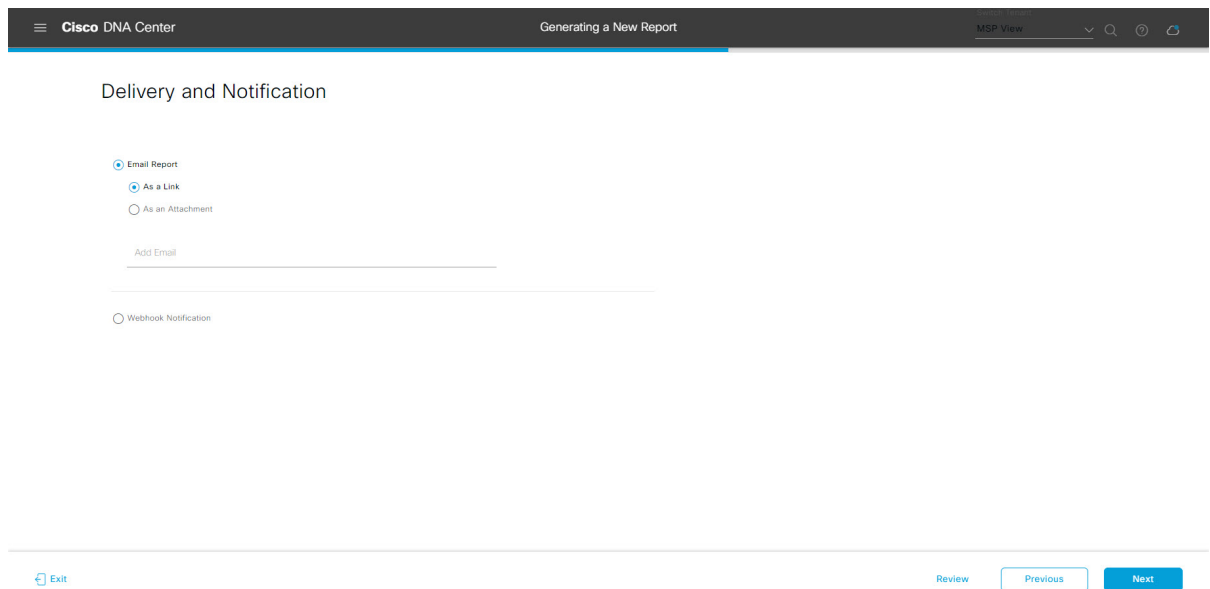


- Report has successfully been compiled and is completed.
- **Webhook Notification:** Notification is sent as a webhook to the configured webhook URL address (callback URL). Select a webhook from the drop-down list (**Subscription Profile** field).

**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.

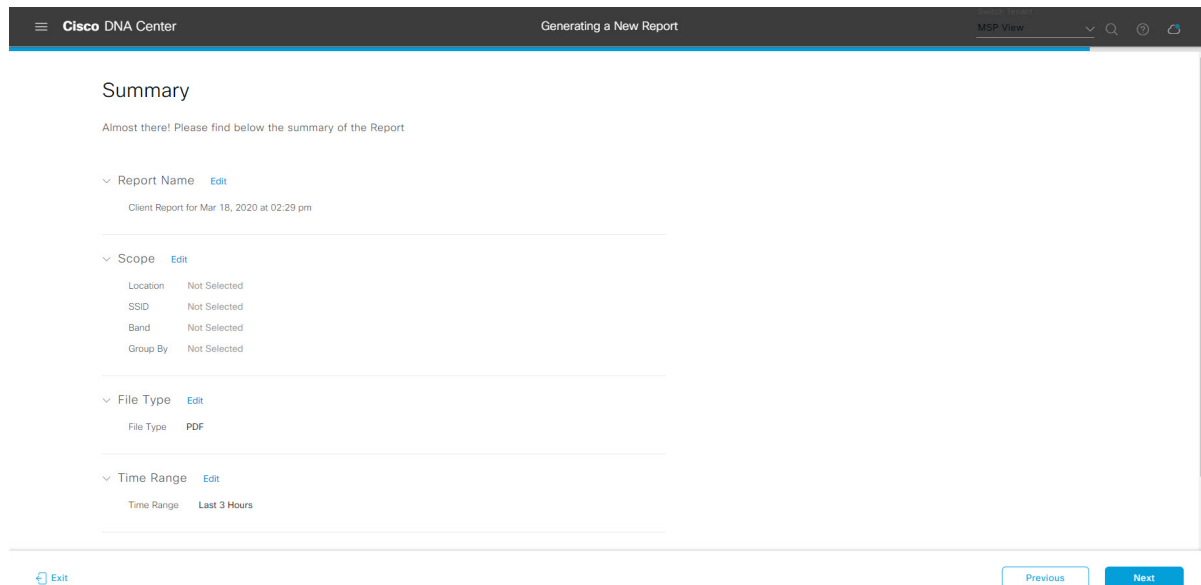
**Figure 101: Delivery and Notification**



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

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

Figure 102: Summary



Click **Next**.

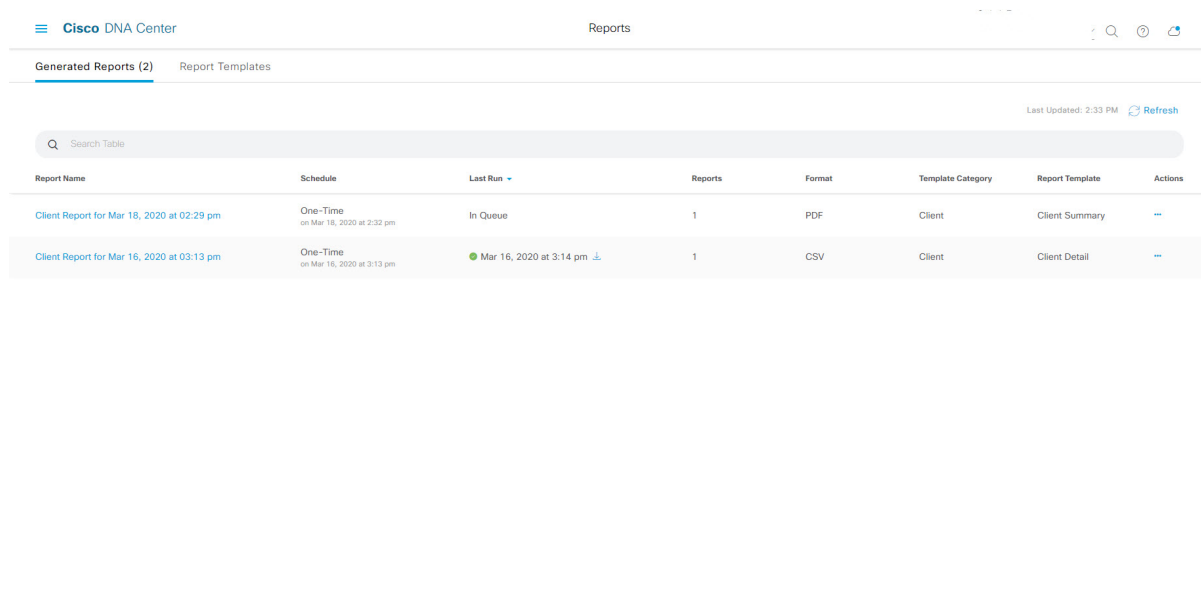
After the report is generated, a success window appears.

**Step 13**

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

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

Figure 103: Generated Reports



### What to do next

Review your report instance in **Generated Reports** window.

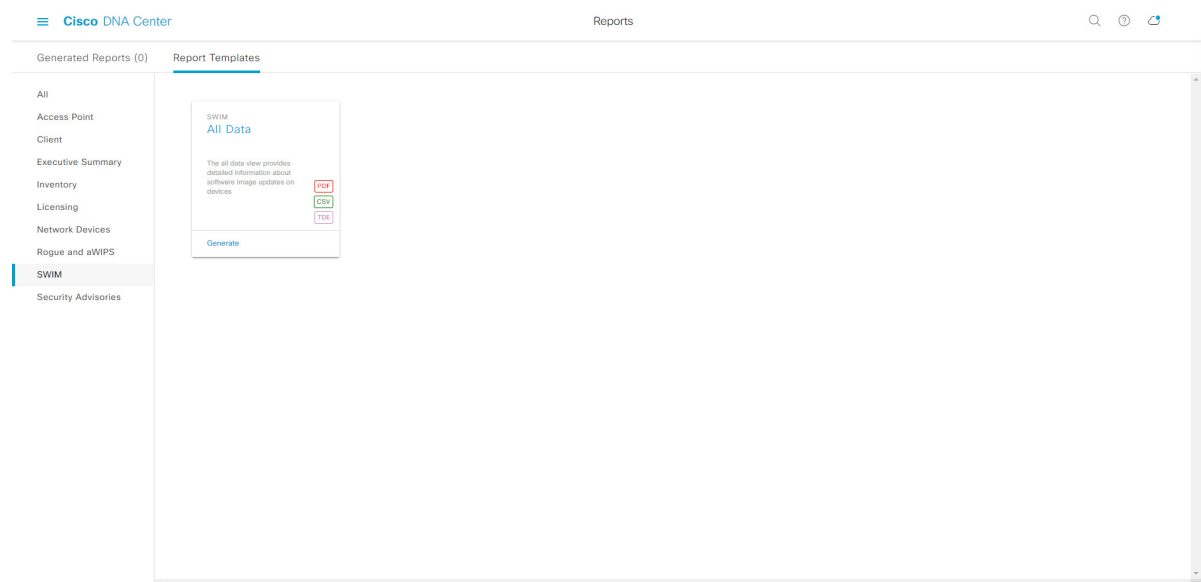


**Note** You can download, review, edit, duplicate, or delete the report in the **Generated Reports** window. For additional information, see [View Generated Reports, on page 99](#).

## 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 104: 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**. Click the menu icon (☰) and choose **Provision > Inventory** to view the results.

**Step 1** 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.

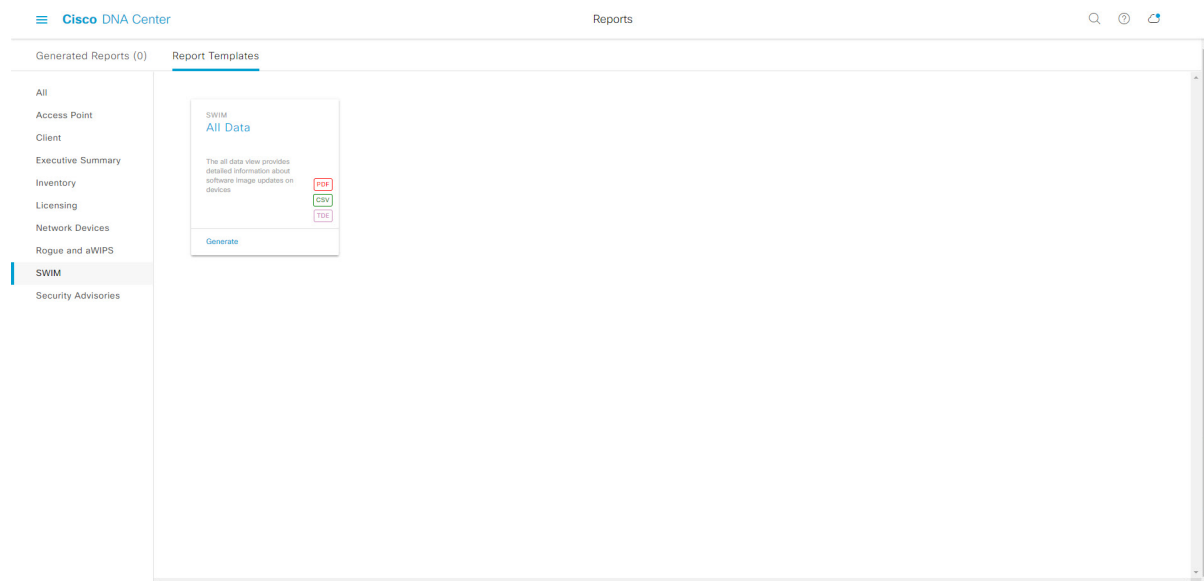
- **Executive Summary:** Report that helps with analyzing how devices, applications, and clients are performing in the network.
- **Inventory:** Report listing devices discovered by Cisco DNA Center.
- **Licensing:** Reports that lists devices that noncompliant devices and the reasons for noncompliance.
- **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 105: 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.

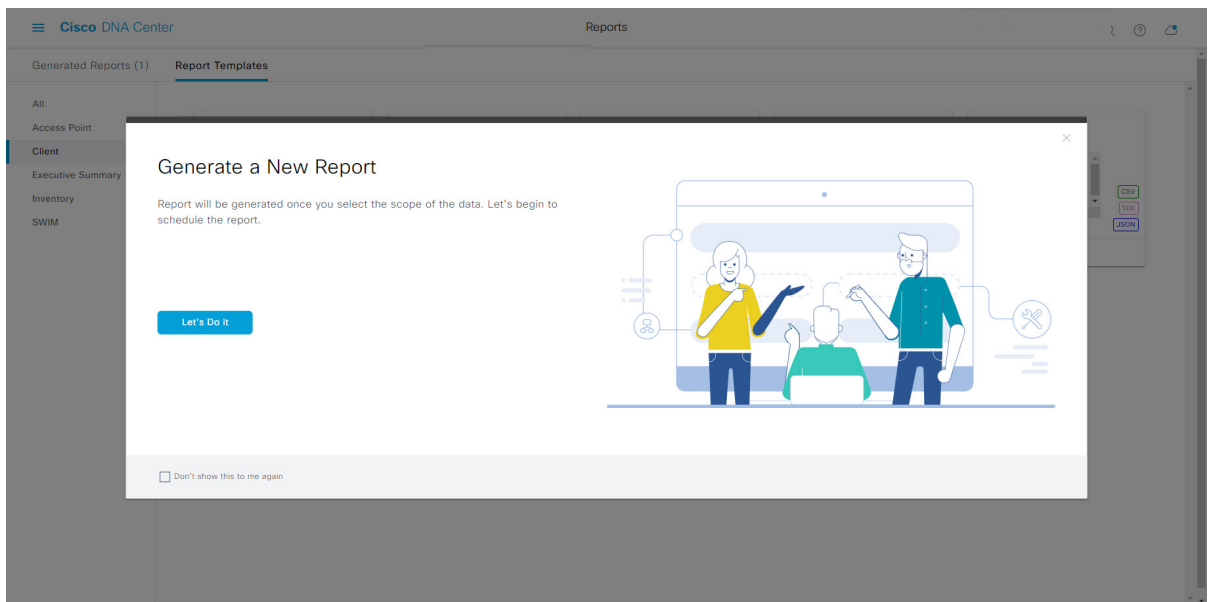
**Step 4** Click **X** to close the preview.

**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 106: 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 107: Setup Report Template

Click **Next**. 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 108: Setup Report Scope

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

**Step 9**

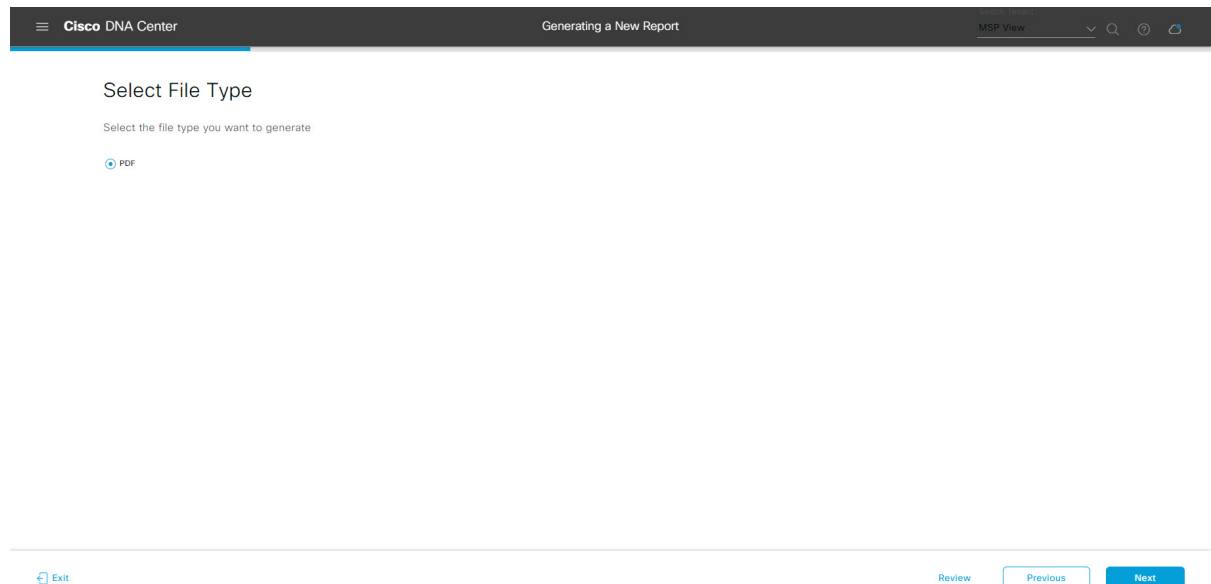
In the **Select File Type** window, select the file type for the report.

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 109: Select File Type**



Click **Next**. 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:

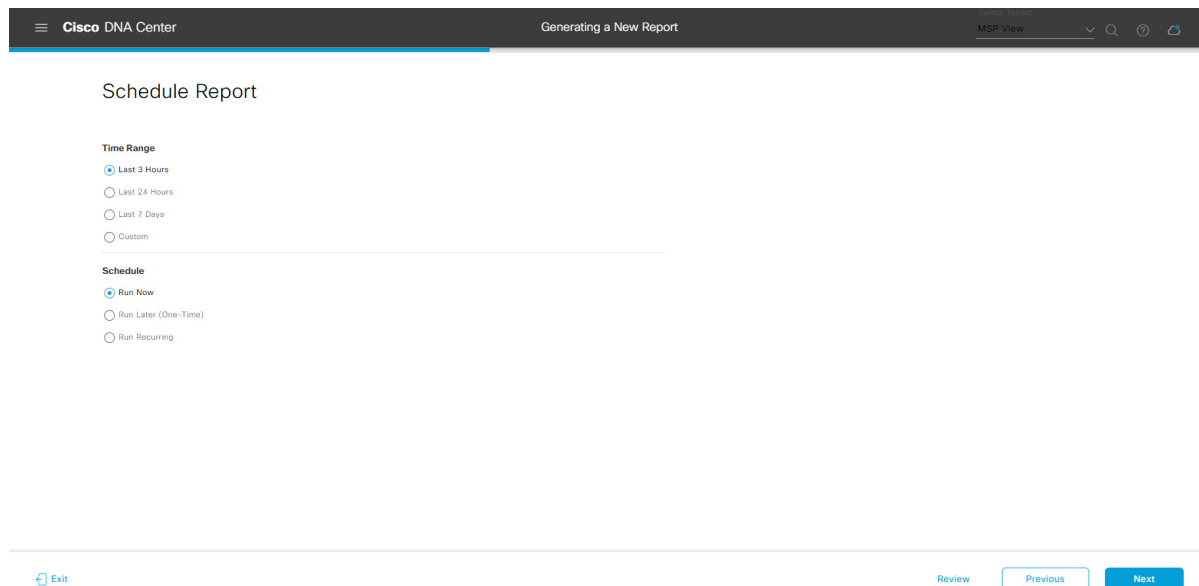
- **Run Now**
- **Run Later**

- **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 110: Schedule Report**



Click **Next**. 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** Email notifications with embedded links to reports support up to 20 email addresses. To add multiple email addresses, you need to add each email address separately and press **Enter** (on your keyboard) after each addition. Cisco DNA Center platform validates the email addresses and notifies you if the syntax is incorrect.

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



**Note** PDF reports support email notification attachments of up to 20-MB in size and up to 10 email addresses. To add multiple email addresses, you need to add each email address separately and press **Enter** (on your keyboard) after each addition. Cisco DNA Center platform validates the email addresses and notifies you if the syntax is incorrect.

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.

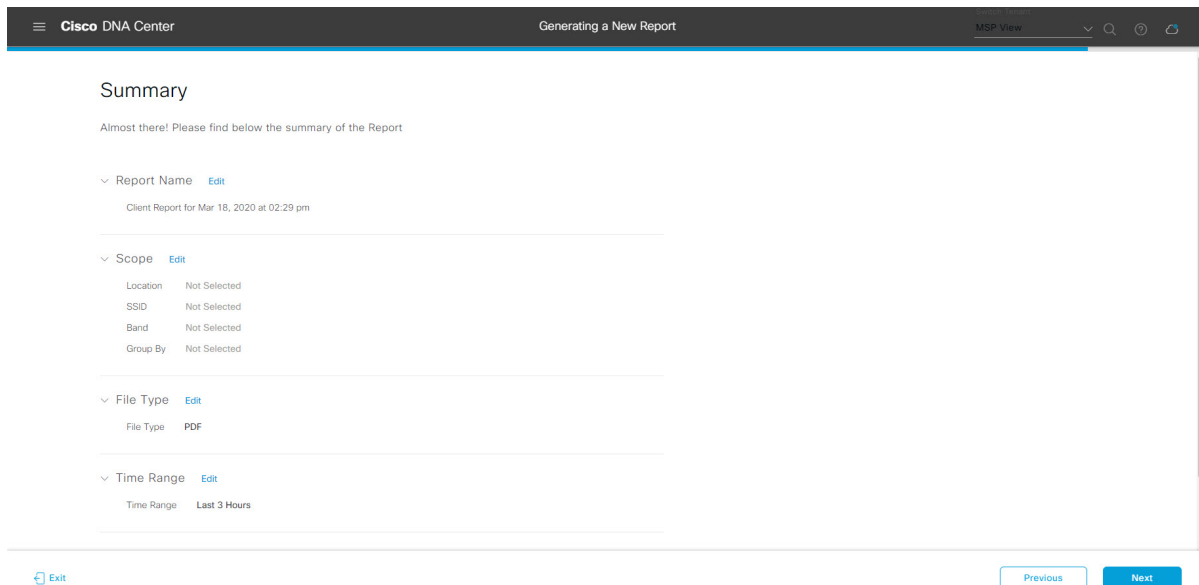
**Figure 111: Delivery and Notification**

The screenshot shows the Cisco DNA Center interface for configuring report delivery and notification. The page title is "Delivery and Notification". Under the "Email Report" section, the "As a Link" option is selected. There is an "Add Email" input field. The "Webhook Notification" option is also visible but not selected. At the bottom of the page, there are navigation buttons: "Exit", "Review", "Previous", and "Next".

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

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

Figure 112: Summary



Click **Next**.

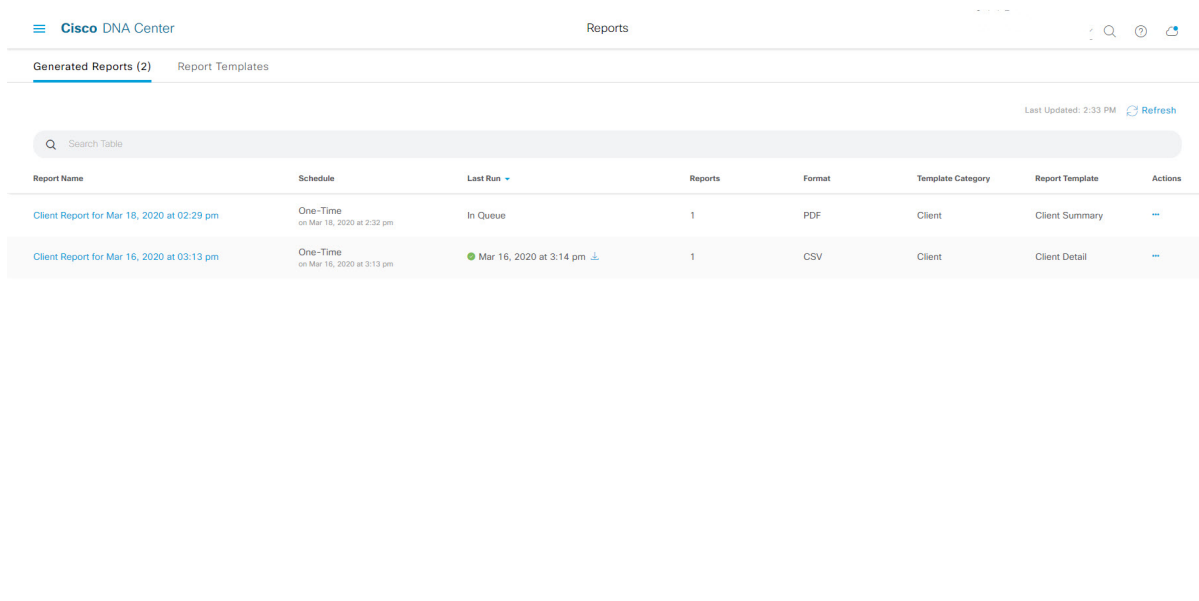
After the report is generated, a success window appears.

**Step 13**

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

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

Figure 113: Generated Reports



**What to do next**

Review your report instance in the **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 99](#).

# View Generated Reports

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

**Figure 114: Generated Reports**

Report Name	Schedule	Last Run	Reports	Format	Report Template	Actions
Client Report for Feb 05, 2020 at 01:07 pm	One-Time on Feb 5, 2020 at 1:09 pm	Feb 5, 2020 at 1:09 pm	1	PDF	Client	...
Client Report for Feb 05, 2020 at 06:34 pm	Recurring on MON/TUE/WED/THU/FRI/SAT/SUN at 5:10 am	Feb 5, 2020 at 5:10 am	1	PDF	Client	...
Client Report for Feb 05, 2020 at 11:09 am	One-Time on Feb 5, 2020 at 11:13 am	Feb 5, 2020 at 11:13 am	1	CSV	Client	...

**Before you begin**

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

**Step 1** 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 seven previous reports, the GUI displays a warning that only the last seven 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.
-

