



Reports

- [About Reports, on page 1](#)
- [Run Your First Report, on page 2](#)
- [Run an Access Point Report, on page 5](#)
- [Run a Client Report, on page 9](#)
- [Run a Compliance Report, on page 12](#)
- [Run a Configuration Archive Report, on page 15](#)
- [Run an End-of-Life Report, on page 17](#)
- [Run an Executive Summary Report, on page 21](#)
- [Run an Inventory Report, on page 25](#)
- [Run a Licensing Report, on page 28](#)
- [Run a Network Devices Report, on page 32](#)
- [Run a Rogue and aWIPS Report, on page 36](#)
- [Run an ROI Report, on page 40](#)
- [Run a Security Advisories Report, on page 41](#)
- [Run a SWIM Report, on page 45](#)
- [Generate a Flexible Report, on page 49](#)
- [View Generated Reports, on page 53](#)

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.

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.

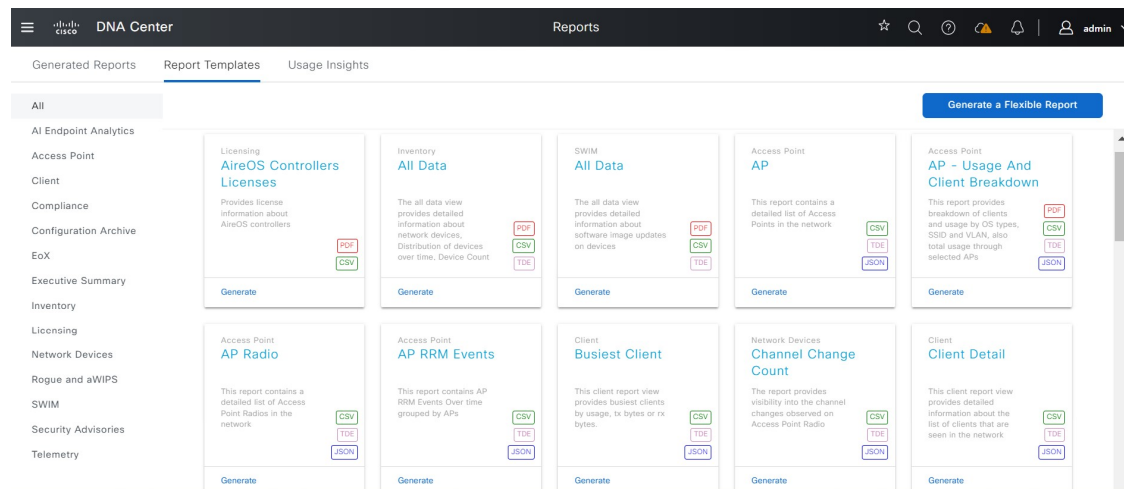
Step 1 Click the menu icon (☰) and choose **Reports**.

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

Step 2 Click **Start**.

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

Figure 1: Reports Templates Window



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

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

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 want 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, and 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.

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.

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 on the selected **Template Group**.

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

Step 10 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, use the **Fields** option to select attributes (additional fields) for the CSV, JSON, and Tableau Data Extract results.

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 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**

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

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

- **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 an SMTP server. Choose **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, choose **System > Settings > External Services > Destinations > Webhook**.

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

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

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

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.

You can download, review, edit, duplicate, or delete the report in the **Generated Reports** window. For more information, see [View Generated Reports, on page 53](#).

Run an Access Point Report

Perform this procedure to configure **Access Point** reports for your network.

Before you begin

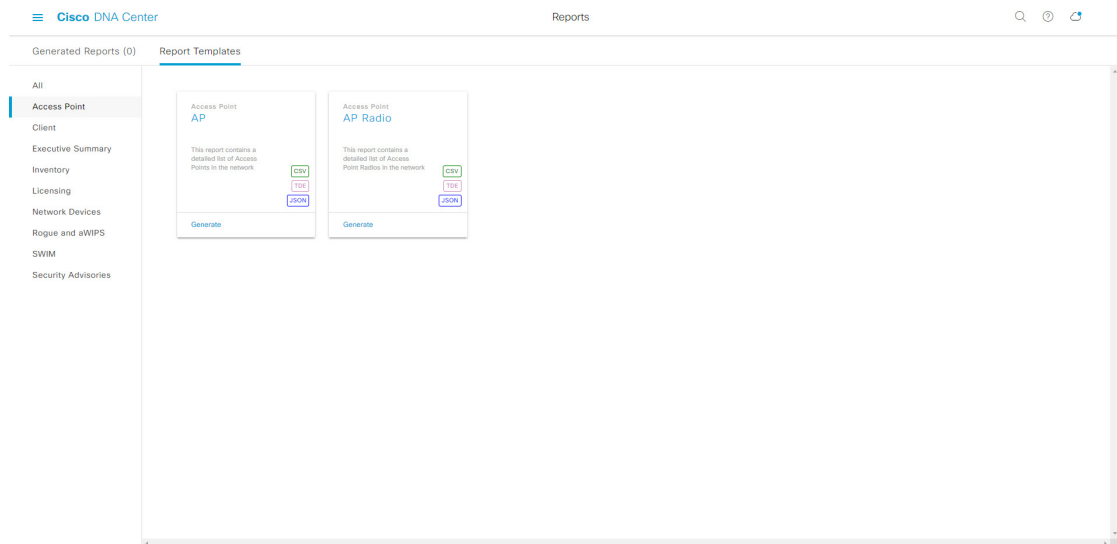
Run a successful **Discovery** job in Cisco DNA Center. You can check whether a **Discovery** job is successful in **Device Inventory**. Click the menu icon (☰) and choose **Provision > Inventory** to view the results.

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.

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

Figure 2: Access Point Report



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**, or **AP RRM Events** report.

Note Starting with this release, the **AP Performance** report is moved from **Access Point** to **Long Term** reports.

To unlock the **Long Term** reports, you must enable AI Network Analytics. For more information about enabling AI Network Analytics, see the "Configure Cisco AI Network Analytics" topic in the [Cisco DNA Center Administrator Guide](#).

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.

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.

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 on the selected **Template**.

Step 10 Click **Next**.

Step 11 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.

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**

Step 14 Click **Next**.

Step 15 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 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

Step 16 Click **Next**.

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

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.

You can download, review, edit, duplicate, or delete the report in the **Generated Reports** window. For more information, see [View Generated Reports, on page 53](#).

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.

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.

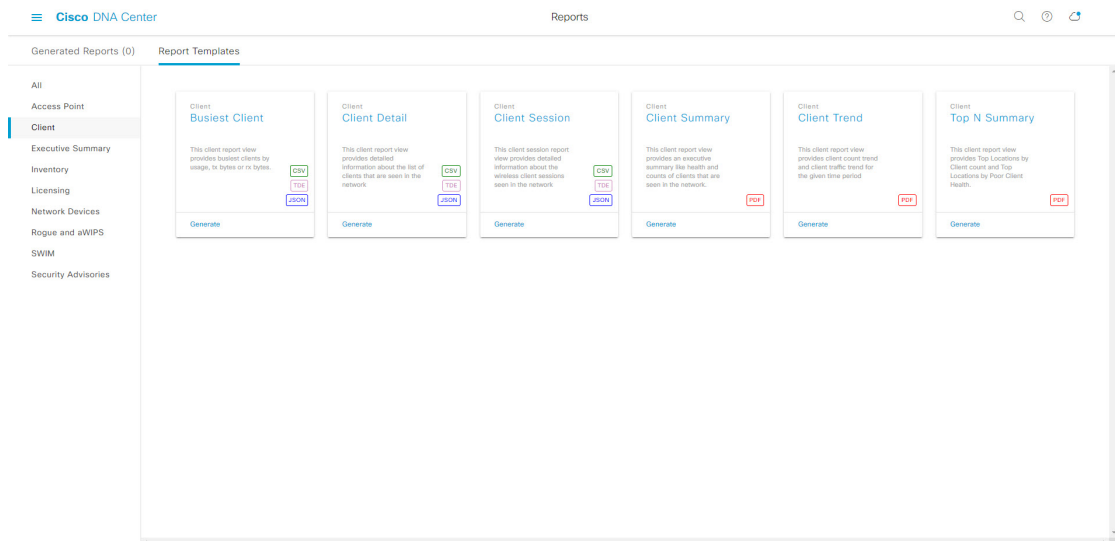
Step 1 Click the menu icon (☰) and choose **Reports** > **Report Templates**.

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.

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 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 **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.

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.

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**.

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.

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**

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.

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

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

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.

You can download, review, edit, duplicate, or delete the report in the **Generated Reports** window. For additional information, see [View Generated Reports, on page 53](#).

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.

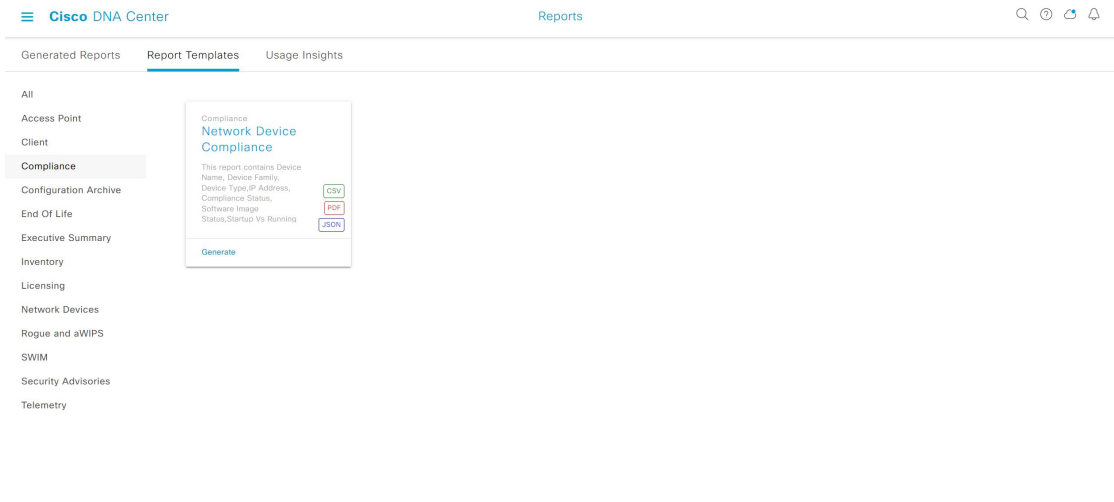
Step 1 Click the menu icon (☰) and choose **Reports** > **Report Templates**.

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 4: 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

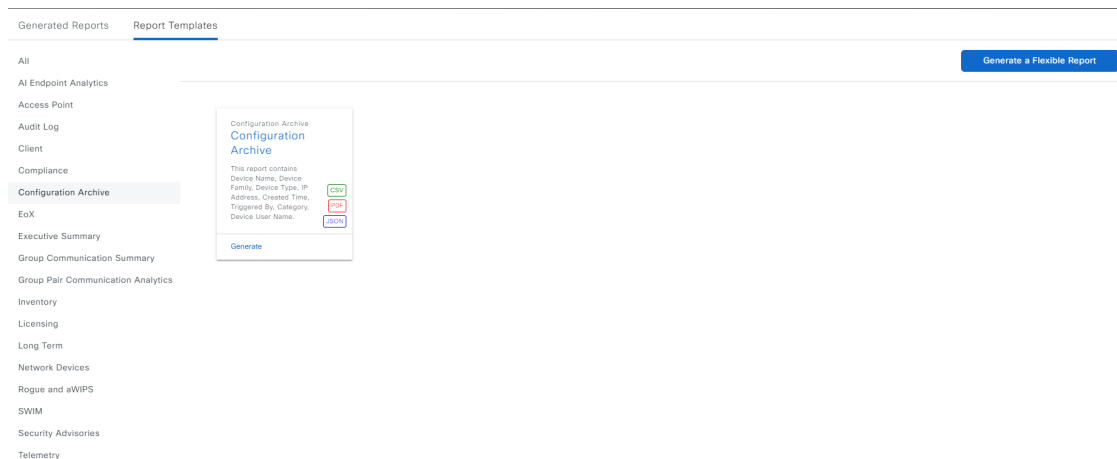
Use the procedure below to get a consolidated report of configuration changes on your network devices.

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.

Figure 5: Configuration Archive Report



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**.

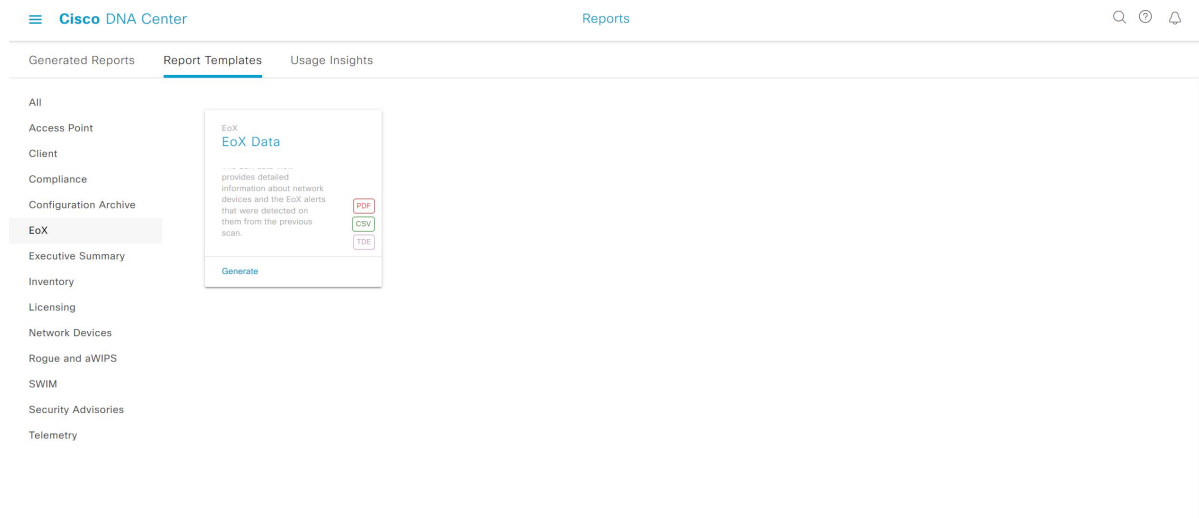
Step 2 In the tile, click the header to view a sample report.

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 6: 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.

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.

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.

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.

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.

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

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**.

After the report is generated, a success window appears.

Step 18 Click the **View All Reports** link.

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

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.

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.

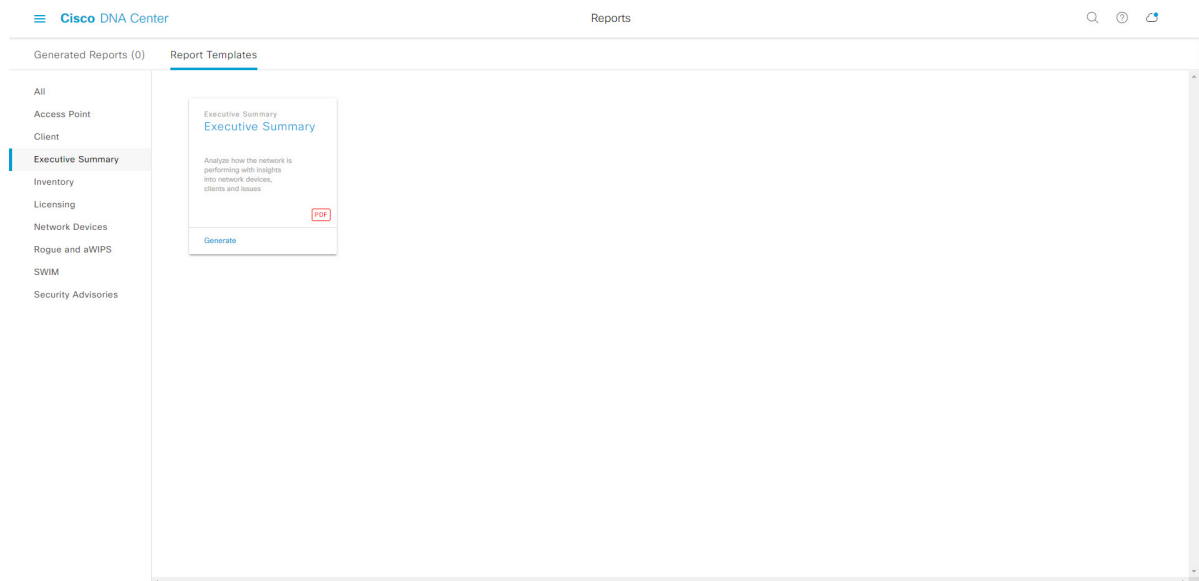
For this release, reporting is supported for the following categories:

- **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 7: 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.

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.

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**.

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.

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**

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.

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

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

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.

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 53](#).

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.

Before you begin

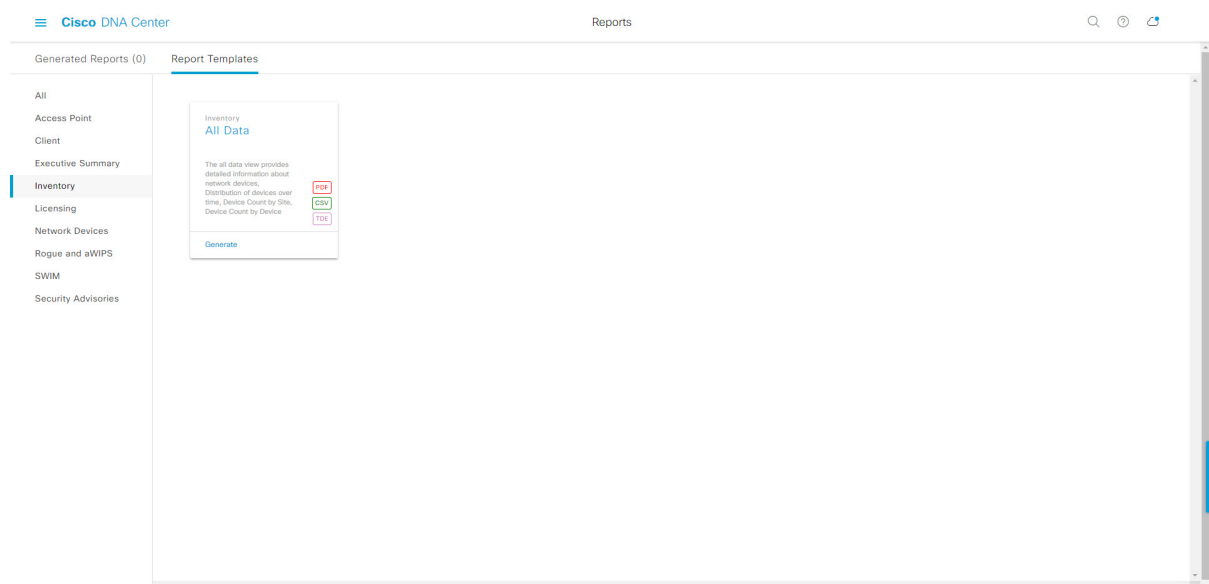
Run a successful **Discovery** job in Cisco DNA Center. You can check whether a **Discovery** job is successful in **Device Inventory**. Click the menu icon (☰) and choose **Provision > Inventory** to view the results.

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.

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

Figure 8: 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.

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.

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**.

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

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

Step 10 In the **Schedule Report** window, select the schedule for the report:

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

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 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. Choose **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, choose **System > Settings > External Services > Destinations > Webhook**.

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

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

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

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.

You can download, review, edit, duplicate, or delete the report in the **Generated Reports** window. For additional information, see [View Generated Reports, on page 53](#).

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.

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.

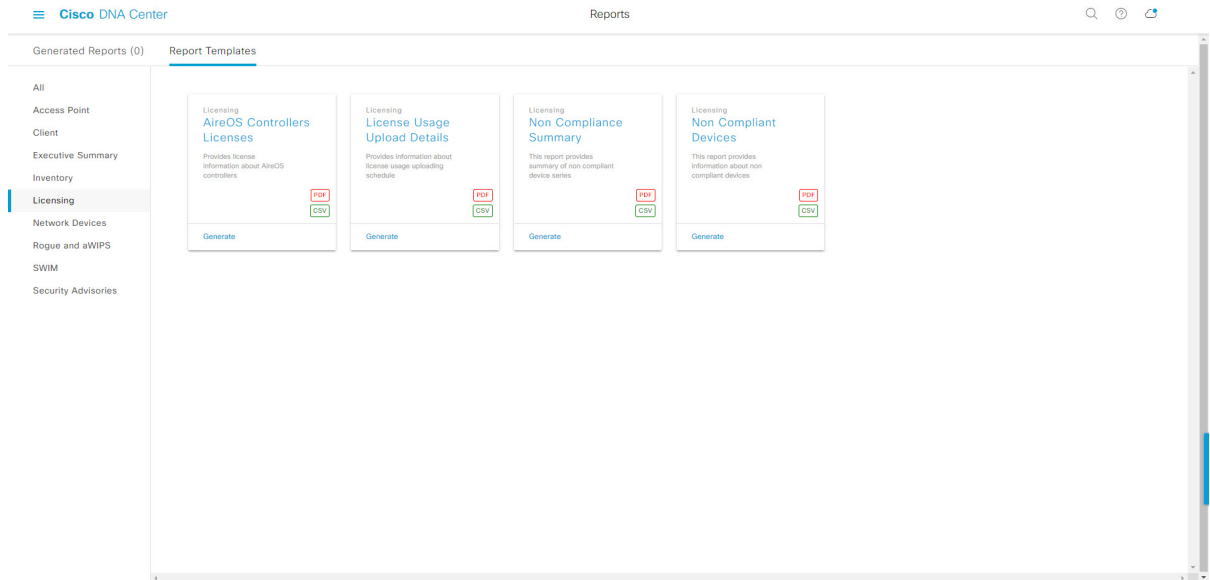
For this release, reporting is supported for the following categories:

- **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 9: 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-Complaint 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.

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.

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**.

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.

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**

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.

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

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

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.

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 53](#).

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.

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:

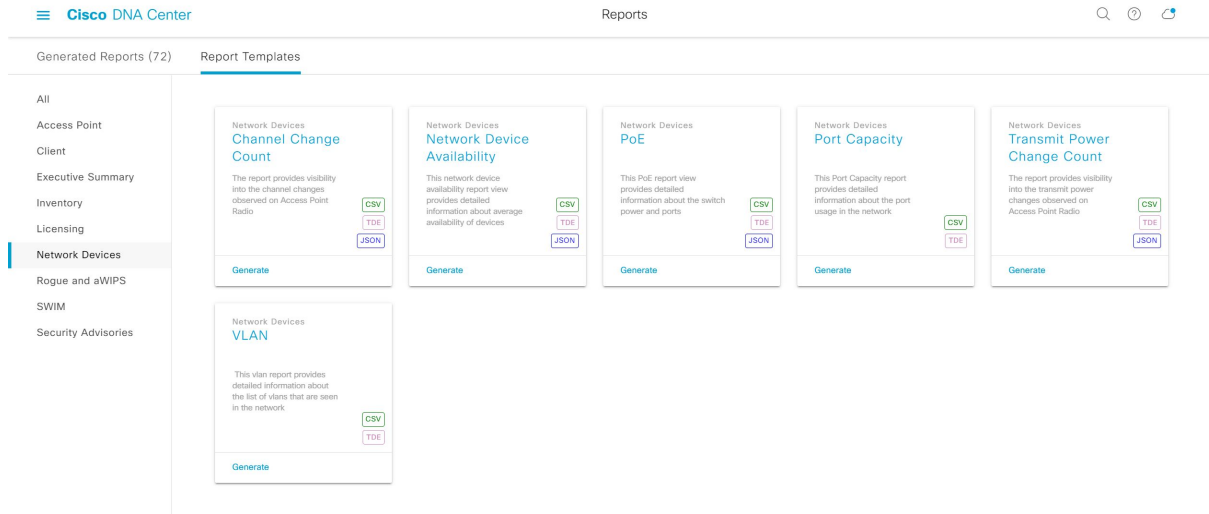
- **Access Point:** Reports that provide data about Access Points and Access Point Radios.
- **Client:** Reports that help with analyzing how the clients are performing in the network.
- **Executive Summary:** Report that helps with analyzing how devices, applications, and clients are performing in the 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 10: 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.

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.

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**.

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.

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**

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.

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

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

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.

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 53](#).

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.

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:

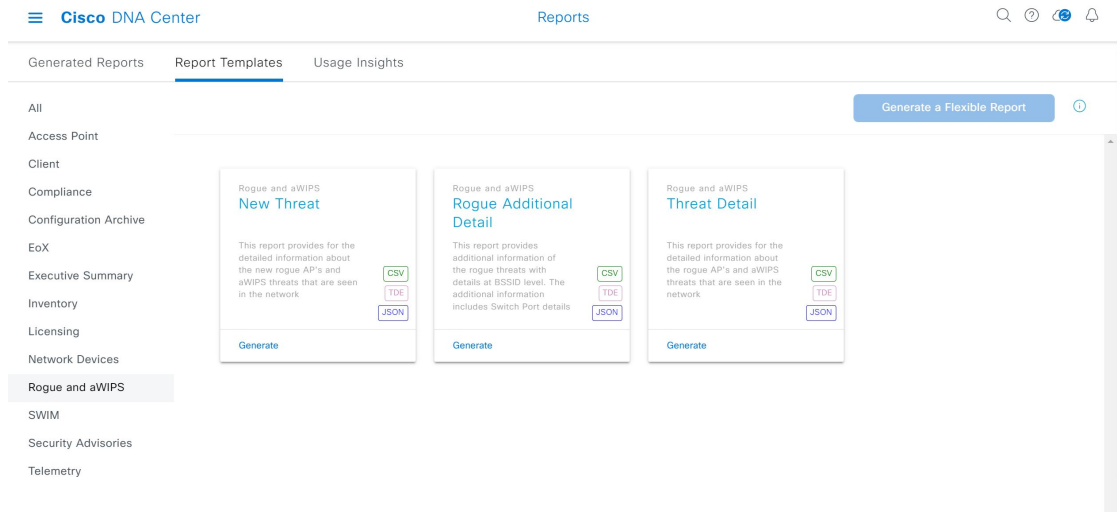
- **Access Point:** Reports that provide data about Access Points and Access Point Radios.
- **Client:** Reports that help with analyzing how the clients are performing in the network.
- **Executive Summary:** Report that helps with analyzing how devices, applications, and clients are performing in the 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 11: 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**, **Rogue Additional Details**, 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.

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.

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.

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.

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**

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.

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

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

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.

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 53](#).

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.

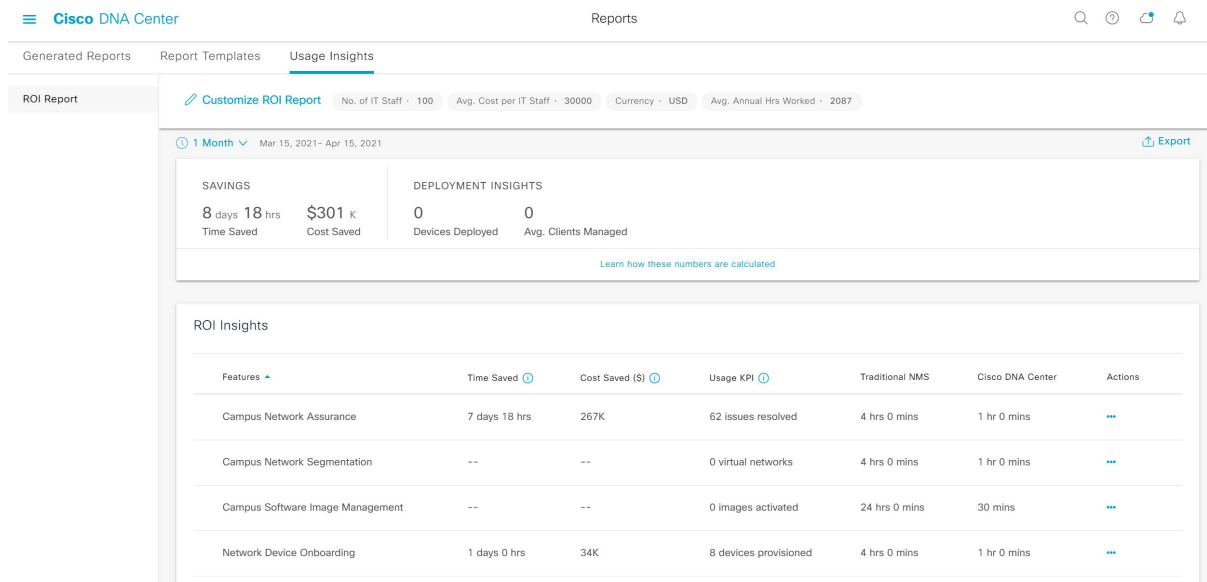
- Traditional NMS: Average time to detect and resolve an issue in the network without Cisco DNA Center.
- Cisco DNA Center: Average time to detect and resolve an issue in the network with Cisco DNA Center.

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.
- Choose from the available time range options: **1 Month**, **3 Months**, **6 Months**, and **1 Year**.
 - 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 12: 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.

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.

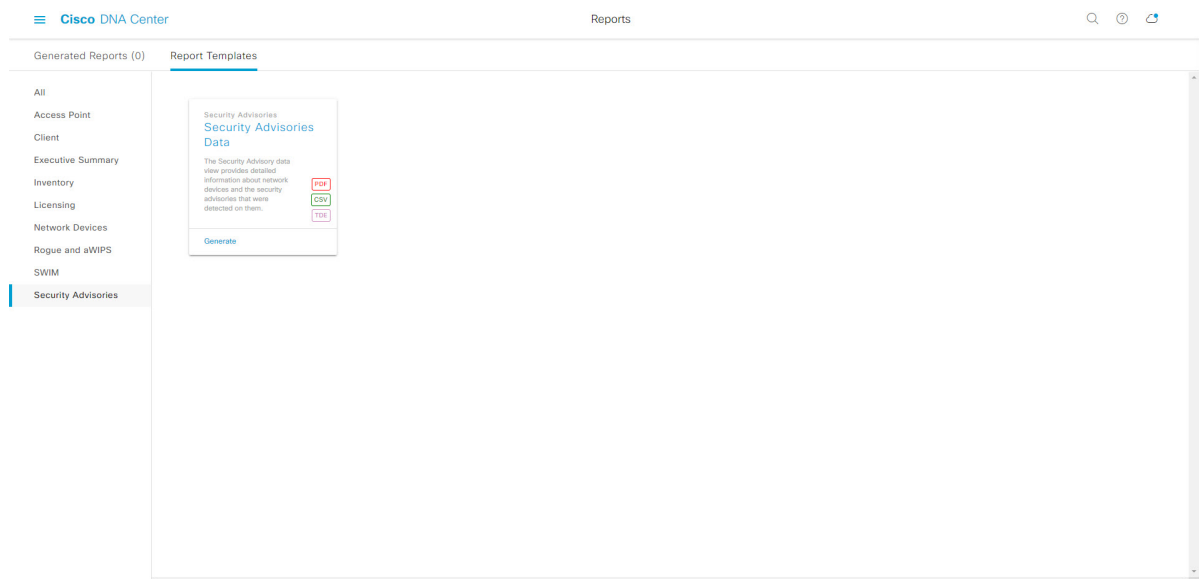
For this release, reporting is supported for the following categories:

- **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 13: 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.

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.

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**.

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.

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**

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.

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

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

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.

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 53](#).

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.

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:

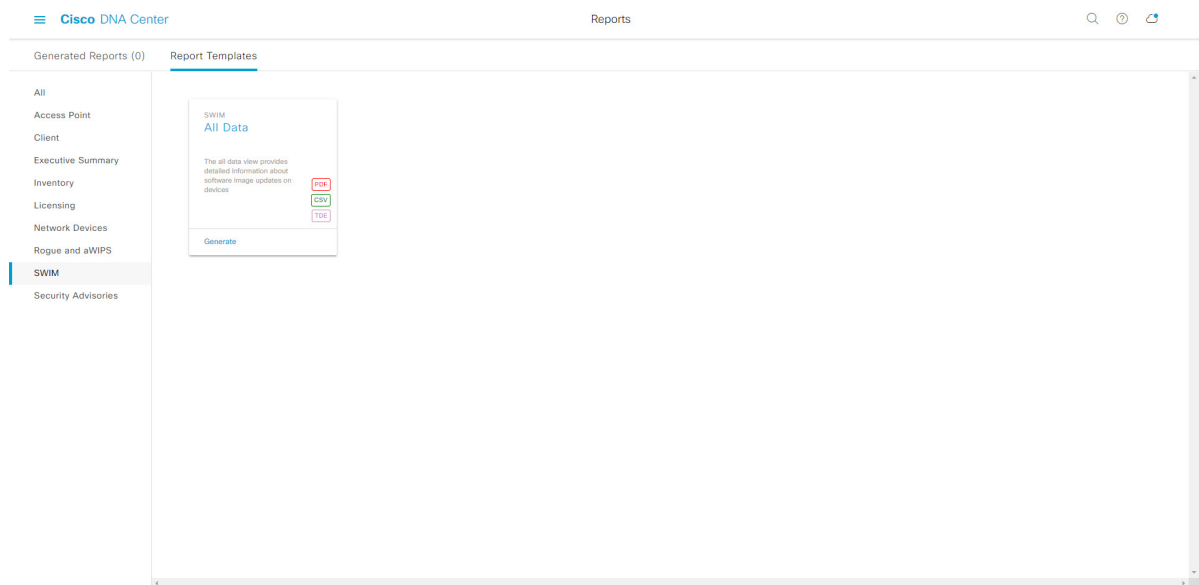
- **Access Point:** Reports that provide data about Access Points and Access Point Radios.
- **Client:** Reports that help with analyzing how the clients are performing in the network.
- **Executive Summary:** Report that helps with analyzing how devices, applications, and clients are performing in the 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 14: Report Templates Window



The **Report Templates** window displays supported report templates. Each template is represented by a tile and contains information about the report and links to configure (generate) a report. Determine which template you wish to use to generate a report. For example, for 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.

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.

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**.

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.

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**

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.

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

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

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.

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 53](#).

Generate a Flexible Report

Cisco DNA Center allows you the flexibility to generate customized reports for your wired and wireless networks. This procedure describes how to configure **Flexible** reports based on your choice of entity, attributes, aggregation, and filters.

You can configure **Flexible** reports using the **Reports** window in the Cisco DNA Center GUI.

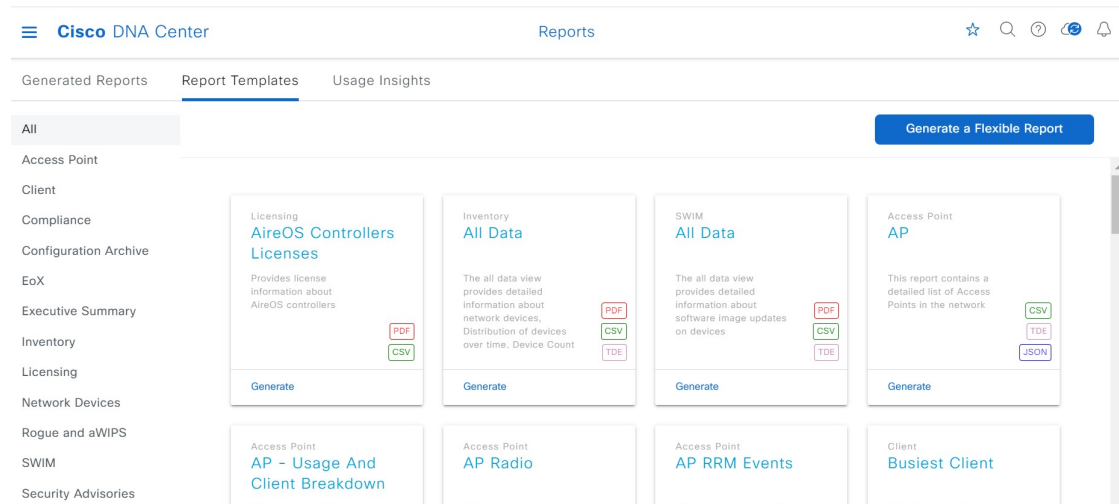
Before you begin

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.

Figure 15: Generate a Flexible Report



Step 2 Click **Generate a Flexible Report**.

The **Flexible Report** window opens.

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

Step 3 In the **Flexible Report** window, click **Let's Do it** to get started.

The **Name Your Report and Select a Time Range for this Report** window appears.

Step 4 In the **Report Name** field, enter the name of your report. Select the **Time Range** from the following options:

- **Last 3 hours**
- **Last 24 hours**
- **Last 7 days**
- **Last 30 days**
- **Custom**: Clicking **Custom** opens 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.

Note Supported time range for **Client** reports is 360 days. For **Network Device** and **AP** reports, the supported time range is 30 days.

Step 5 Click **Next**.

The **Create a Subreport** window opens.

Step 6 In the **Create a Subreport** window, enter the **Subreport Name**, and choose the entity, report type, filter criteria, and respective attributes.

The following options are available in the **Select an entity** drop-down list.

- **Network Device**

- **Client**
- **AP**

The following **Report Type** options are available:

- **Trend**
- **Summary**
- **Top N**
- **Distribution**

Choose the filter criteria for the selected report type.

For example, for a **Trend** report type, choose **Trending Interval** from the drop-down list.

Select the attributes from the **Attributes available for this report type** area.

You can configure groups based on the group-by, sort-by, and aggregate options available for each attribute.

Note Selection of attributes supporting group-by and aggregate options is mandatory for **Trend** and **Distribution** report types. Selection of an attribute supporting sort-by option is mandatory for **Top N** report type.

Step 7 Click **Next**.

The **Configure Group By, Aggregates and Sorting Options as Applicable** window opens.

Step 8 In the **Configure Group By, Aggregates and Sorting Options as Applicable** window, do the following:

- Choose **Configure Group By**.

Note **Configure Group By** is required or optional based on the chosen report type.

- Choose **Aggregate Options** for each of the supported attributes from the drop-down list.
- In **Configure Sorting Option**, you can choose either **Target Attributes** or **Sort Type** for each subreport, and then choose respective options from the drop-down list.

Step 9 Click **Next**.

The **Filters for the Current Subreport** window opens.

In the **Filters for the Current Subreport** window, you can choose to apply filters for the subreport.

Choose a filter option from the drop-down list and set corresponding filter values.

Check the **Apply this filter for the entire report** check box, if necessary.

Step 10 Click **Next**.

The **Would you like to add another Subreport** window opens.

Step 11 Select **Yes** to add another subreport.

In the **Subreports Created** area, you can edit the parameters of any subreport, if necessary.

Click **Next**.

Step 12 The **Schedule the Report, Select Output Format and Choose the Delivery Method** window opens.

The following options are available to schedule the report:

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

The supported report file format is **CSV**.

Note Flexible report allows you to generate or view separate **CSV** files for each subreport, or you may download or view related subreports together as a **ZIP** file.

Select the Delivery mechanism for the report.

Note You can configure Integration Settings using the link available to enable delivery options.

The report delivery options include:

- **None**: You can choose to only view the report.
- **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.

- **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

You will also be able to view these notifications in the GUI.

Step 13 Click **Next**.

In the **Summary** window, you can review the subreports and edit the parameters, if necessary.

Click **Generate Report**.

After you generate the report, a success window appears with the following options:

- **Create Another Flexible Report**
- **View the Generated Reports**

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

The **Generated Reports** window opens with details of the new Flexible report.

You can download, review, edit, duplicate, or delete the report in the **Generated Reports** window. For more information, see [View Generated Reports, on page 53](#).

View Generated Reports

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

Figure 16: 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.
-

