Frequently Performed Tasks and Procedures

This chapter contains the following topics:

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Frequently Performed Procedures

This section provides a quick access to frequently performed procedures in Cisco IMC Supervisor. The reference directs you to the section of the document where the detailed procedures has already been described.

Procedure	Reference
How to log in Cisco IMC Supervisor	Launching Cisco IMC Supervisor
How to upgrade license	Updating the License
How to add login users in Cisco IMC Supervisor	Creating a User Account
How to add a rack group	Adding a Rack Group
How to create a rack account	Adding a Rack Account

Miscellaneous Procedures

The following sections include miscellaneous procedures that you would perform using Cisco IMC Supervisor.

Enabling Dashboard View

Perform this procedure to enable the dashboard view in the Cisco IMC Supervisor menu bar.

SUMMARY STEPS

1. Click the username with which you logged in to the application. The username is on the far right of the application header.
2. In the **User Information** window, click **Dashboard**.

3. Check the **Enable Dashboard (in the top level menu)** check box to enable the dashboard.

4. Click **Apply** and close the window.

DETAILED STEPS

Step 1   Click the username with which you logged in to the application. The username is on the far right of the application header.

Step 2   In the **User Information** window, click **Dashboard**.

Step 3   Check the **Enable Dashboard (in the top level menu)** check box to enable the dashboard.

Step 4   Click **Apply** and close the window.

       Note   You can see the **Dashboard** tab in the menu bar.

Creating Additional Dashboards

Before you begin

You should have enabled the **Dashboard** in the user interface.

Step 1   Log into Cisco IMC Supervisor user interface.

       The default **Dashboard** screen is displayed.

Step 2   Click the + icon to create a new dashboard.

Step 3   Enter the name of the dashboard.

Step 4   Set **Automatic Refresh** to **ON** if you want to automatically refresh the reports on the dashboard.

Step 5   Set the **Interval** in minutes. The reports in the dashboard will be refreshed based on the interval you set here.

Step 6   Set the **Widget Size** for dashboard widgets.

Step 7   Click **Submit**.

Enabling Dashboard Auto Refresh

Perform this procedure to enable auto refreshing for the reports added on the dashboard. You can also define the refresh rate.

SUMMARY STEPS

1. From the menu bar, choose **Dashboard**.

2. In the **Dashboard** panel, beside the **Automatic Refresh** option, click **OFF**.

3. Using the **Interval**, set the refresh rate.

DETAILED STEPS

Step 1 From the menu bar, choose **Dashboard**.

Step 2 In the **Dashboard** panel, beside the **Automatic Refresh** option, click **OFF**.
Automatic Refresh option changes to **ON** and **Interval** slide bar is visible.

Step 3 Using the **Interval**, set the refresh rate.

Note You can set the refresh rate in multiples of 5 minutes up to a maximum of 60 minutes.

Adding Summary Reports to Dashboard

Perform this procedure to add a summary report to dashboard for quick access.

Note Only summary reports can be added to dashboard.

SUMMARY STEPS

1. Browse to the summary report you want to add to the dashboard.
2. Click the down arrow on the right upper corner of the report panel.
3. Click **Add to Dashboard**.
4. From the menu bar, choose **Dashboard** and verify that the report appears on the dashboard.

DETAILED STEPS

Step 1 Browse to the summary report you want to add to the dashboard.

Step 2 Click the down arrow on the right upper corner of the report panel.

Step 3 Click **Add to Dashboard**.

Note **Add to Dashboard** option is available only if the summary report supports dashboard view.

Step 4 From the menu bar, choose **Dashboard** and verify that the report appears on the dashboard.

Deleting a Dashboard

You cannot delete the default dashboard.

Step 1 Log into Cisco IMC Supervisor user interface.

The default **Dashboard** screen is displayed.

Step 2 Click the drop-down list to view the list of dashboards that you have created.

Step 3   Click the **X** mark displayed next to the dashboard name.

Step 4   Confirm that you want to delete the dashboard.

         A message confirming that the dashboard has been deleted is displayed.

Adding a Menu or Tab to Favorites

Perform this procedure to add a menu option or tab to **Favorites** menu.

SUMMARY STEPS

1. Browse to the menu or tab you want to add to **Favorites** menu.
2. Click **Favorite**.
3. In the **Favorite Report** dialog box, you may edit the **Menu Label** field.
4. Click **Save**.
5. From the menu bar, choose **Favorites** and verify the new menu is visible.

DETAILED STEPS

Step 1   Browse to the menu or tab you want to add to **Favorites** menu.

Step 2   Click **Favorite**.

         Note   You can see the **Favorite** button only if the menu or tab supports it.

Step 3   In the **Favorite Report** dialog box, you may edit the **Menu Label** field.

Step 4   Click **Save**.

Step 5   From the menu bar, choose **Favorites** and verify the new menu is visible.

Favorites

Cisco IMC Supervisor allows you to mark any screen that displays a tabular report as a favorite. Choosing **Favorites** on the menu bar allows you to view the list of screens that you have identified as a favorite, and navigate to those screens quickly.

Customizing Report Table View

Perform this procedure to add or remove any field in a report table.

Before you begin

If any window supports customizing the table, it will display the **Customize Table View** icon on the far right of the page.

SUMMARY STEPS

  1. Locate and click the **Customize Table View** icon on the far right of the page.
  2. In the **Customize Report Table** dialog box, you may do the following:
  3. Click **Save**.

DETAILED STEPS

Step 1   Locate and click the **Customize Table View** icon on the far right of the page.

Step 2   In the **Customize Report Table** dialog box, you may do the following:

   • To display any field in the table report, check the checkbox against that field.

   • To remove any field from the table report, uncheck the checkbox against that field.

   • To reset to default table view, click **Reset to Default**.

Step 3   Click **Save**.

Filtering Reports

Perform this procedure to filter the data based on user defined criteria.

Before you begin

If any window supports filtering the data, it will display the **Add Advanced Filter** icon on the far right of the page.

SUMMARY STEPS

  1. Locate and click the **Add Advanced Filter** icon on the far right of the page.
  2. In the **Match Condition** drop-down list, choose **Match All Conditions** or **Match Any Condition** as required.
  3. In **Search in Column** drop-down list, choose the field based on which you want to filter the data.
  4. In **Text** field, enter a value based on which you want to filter the data.
  5. If you have more than one filter criterion, then repeat Step 3 and Step 4 for all the criteria.
  6. Click **Search**.

DETAILED STEPS

Step 1   Locate and click the **Add Advanced Filter** icon on the far right of the page.
       Every time you click the icon, it adds a filter criteria on top of the report table.

Step 2   In the **Match Condition** drop-down list, choose **Match All Conditions** or **Match Any Condition** as required.

Step 3   In **Search in Column** drop-down list, choose the field based on which you want to filter the data.

Step 4   In **Text** field, enter a value based on which you want to filter the data.

Step 5   If you have more than one filter criterion, then repeat Step 3 and Step 4 for all the criteria.

Step 6   Click **Search**.

Exporting a Report

Perform this procedure to export the report data based in PDF, CSV, or XLS format.

Before you begin

If any window supports exporting the report data, it will display the **Export Report** icon on the far right of the page.

SUMMARY STEPS

1. Locate and click the **Export Report** icon on the far right of the page.
2. In the **Export Report** dialog box, complete the following:
3. In the **Export Report** dialog box, click **Close**.

DETAILED STEPS

Step 1   Locate and click the **Export Report** icon on the far right of the page.

Step 2   In the **Export Report** dialog box, complete the following:

1. From **Select Report Format** drop-down list, choose PDF, CSV, or XLS.

2. Click **Generate Report**.

3. Once the report is generated, click **Download**.

   Report is generated in the selected format in a new window.

Step 3   In the **Export Report** dialog box, click **Close**.

Viewing System Information

The **System Information** screen displays information on the following:

- Primary node

- Service nodes

- DB nodes

- System memory

- System disk

From this screen you can either refresh the data on the screen, or edit the number of reports displayed on the screen.

Site Map

The **Site Map** option allows you to see all the main options available to you in the Cisco IMC Supervisor user interface. From this screen, you can choose an option, and navigate directly to the relevant screen. For example, from the **Site Map** screen, you can choose **Firmware Management**, listed under **Systems** instead of choosing **Systems** > **Firmware Management** from the side pane.