

Scheduling Reports in Nagios Log Server 2024R2

Purpose

This document describes how to export or schedule reports in Nagios Log Server 2024R2.

Target Audience

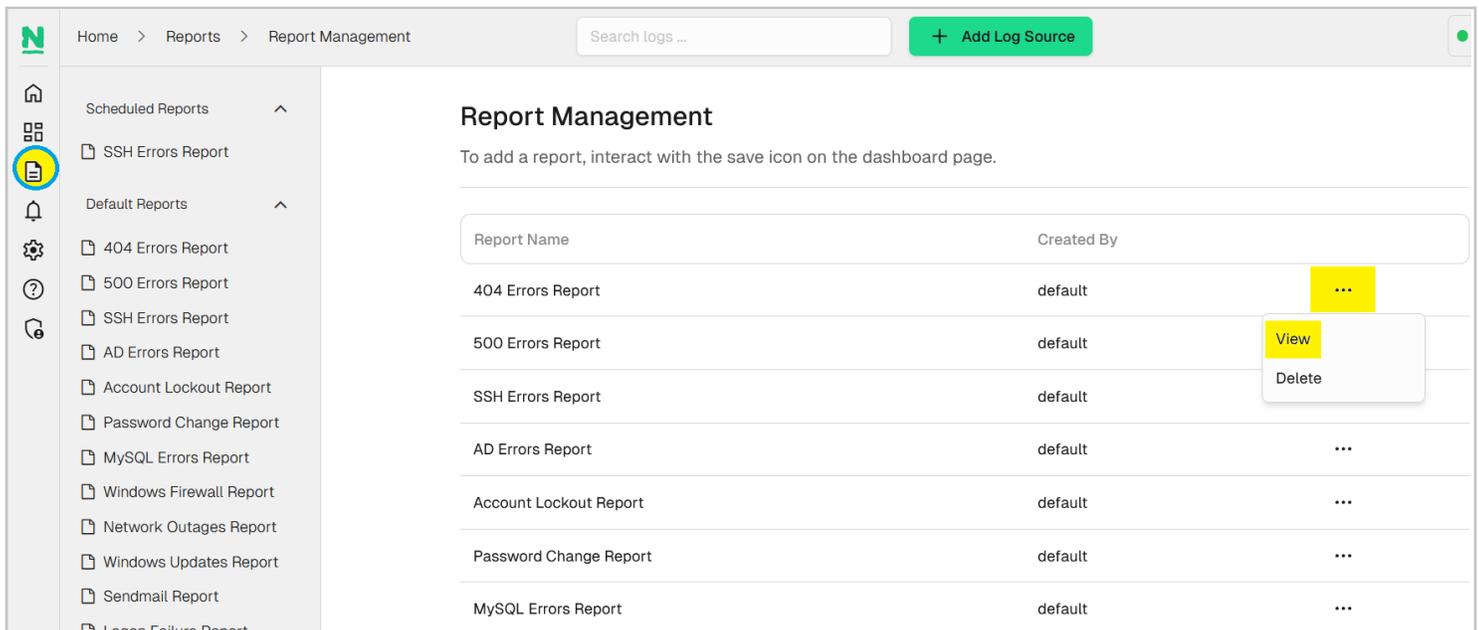
This document is intended for use by Nagios Log Server Administrators who wish to download, email, and schedule automatic delivery of reports.

Overview

Nagios Log Server supports the ability to export and schedule the delivery of reports. This allows you to retrieve reports in PDF and JPG format, and to email them once or on a set schedule.

Accessing Reports

Reports can be viewed, downloaded, and scheduled in the **Reports** menu. Begin by clicking the Actions icon to the right of the desired report, then select **View** from the dropdown menu:



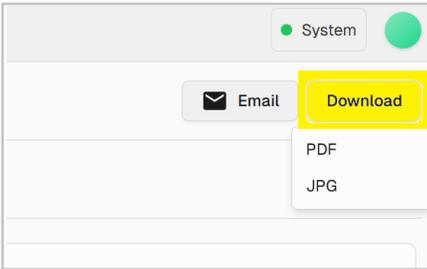
The screenshot shows the Nagios Log Server interface for Report Management. The breadcrumb navigation is Home > Reports > Report Management. A search bar for logs and an 'Add Log Source' button are visible at the top. The sidebar on the left lists various reports, with the '500 Errors Report' highlighted. The main content area shows a table of reports with columns for 'Report Name' and 'Created By'. A dropdown menu is open for the '500 Errors Report', showing 'View' and 'Delete' options.

Report Name	Created By	Actions
404 Errors Report	default	...
500 Errors Report	default	View, Delete
SSH Errors Report	default	...
AD Errors Report	default	...
Account Lockout Report	default	...
Password Change Report	default	...
MySQL Errors Report	default	...

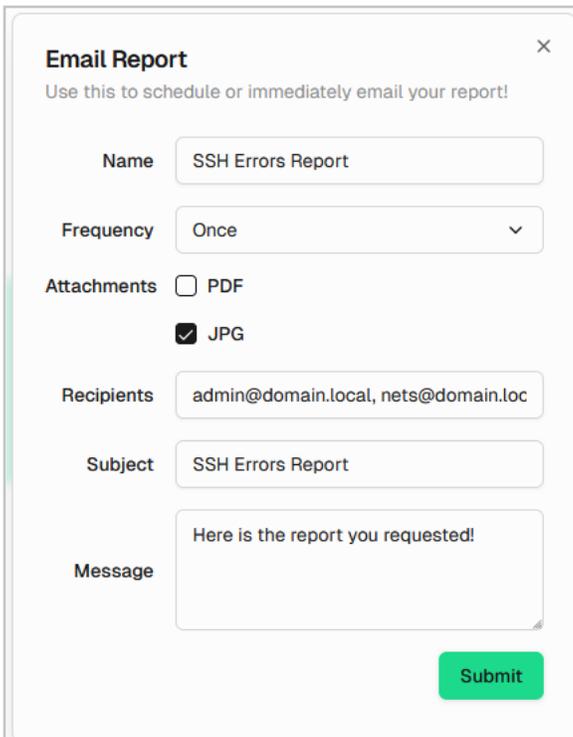
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Manual Export

To manually retrieve a copy of the report, click **Download** in the upper right corner of the screen. Then, choose which type of file you would like to download from the drop-down menu:



You can also have the report emailed directly to a specific address. To do this, click the **Email** button next to the **Download** button and fill out the form. The most important settings are the **Recipients** and **Frequency** fields. The **Recipients** field is a comma-separated list of email addresses. By default, it includes only the address associated with your account. **Frequency** defaults to **Once**, which will send a single email immediately when you click the **Submit** button. If changed, it will schedule a report instead (see below).

A screenshot of the 'Email Report' form. The form has a title 'Email Report' and a subtitle 'Use this to schedule or immediately email your report!'. It contains several fields: 'Name' with the value 'SSH Errors Report', 'Frequency' with a dropdown menu set to 'Once', 'Attachments' with checkboxes for 'PDF' (unchecked) and 'JPG' (checked), 'Recipients' with the value 'admin@domain.local, nets@domain.loc', 'Subject' with the value 'SSH Errors Report', and 'Message' with the value 'Here is the report you requested!'. A green 'Submit' button is located at the bottom right of the form.

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Report Scheduling

To schedule a report for automatic periodic delivery, select a Daily, Weekly, or Monthly **Frequency**, then complete the associated scheduling selections.

Email Report ×
Use this to schedule or immediately email your report!

Name

Frequency

Time

Weekday

Attachments PDF
 JPG

Recipients

Subject

Message

Managing Scheduled Reports

To view, edit, or delete your scheduled reports, click **Scheduled Reports**, then click the actions icon to the right of the report you wish to interact with:

Scheduled Reports
To schedule a report, click one of the reports on the left and click on the clock icon in the upper-right corner of that screen.

Report Name	Created By	Subject	Frequency	Recipients	
SSH Errors Report	nagiosadmin	SSH Errors Report	Daily - 08:00 AM	admin@domain.local, nets@domain.local	<input type="button" value="..."/>

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Hiding Reports

Note that at the bottom of the Edit Scheduled Report form, there is a **Do not show this report in the Scheduled Reports list** checkbox. If this is selected the report will not show in the lefthand Scheduled Reports list, but will still be accessible in the **Scheduled Reports** page.

Edit Scheduled Report

Name *
Hidden Report

Frequency
Monthly

Time
02 : 01 PM

Day of Month
2

Attachments
 PDF
 JPG

Recipients *
admin@domain.local

Subject *
404 Errors Report

Message

Do not show this report in the "Scheduled Reports" list

Submit Close

Home > Reports > Scheduled

Search logs ... + Add Log Source

Scheduled Reports

To schedule a report, click one of the reports on the left and click on the clock icon in the upper-right corner of that screen.

Report Name	Created By	Subject	Frequency	Recipients	
SSH Errors Report	nagiosadmin	SSH Errors Report	Daily - 08:00 AM	admin@domain.local, nets@domain.local	...
Hidden Report	nagiosadmin	404 Errors Report	Monthly - 02:01 PM on day 2	admin@domain.local	...

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Finishing Up

This completes the documentation on Scheduling Reports in Nagios Log Server 2024R2. If you have additional questions or other support-related questions, please visit us at our Nagios Support Forum, Nagios Knowledge Base, or Nagios Library:

[Visit Nagios Support Forum](#)

[Visit Nagios Knowledge Base](#)

[Visit Nagios Library](#)