



Purpose

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

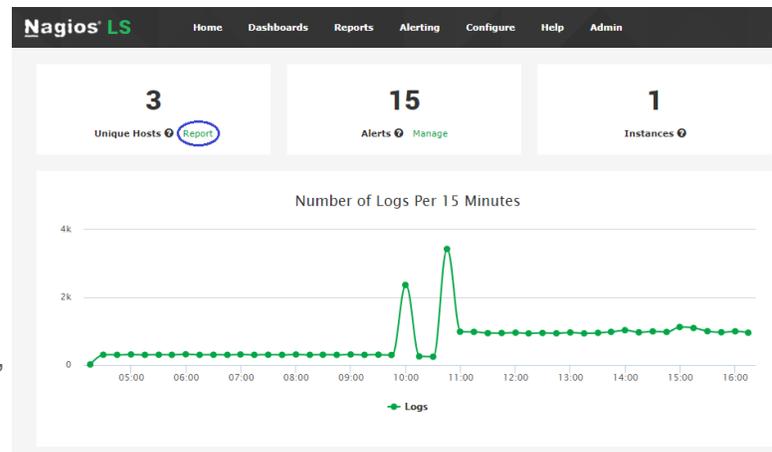
Target Audience

This document is intended for use by Nagios Log Server Administrators who need to automate reporting.

Overview

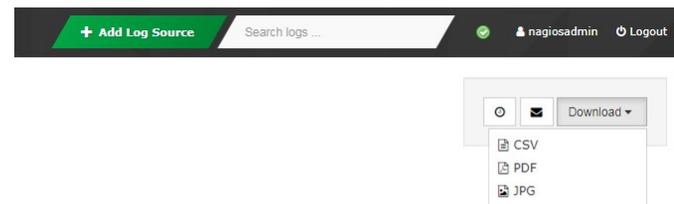
As of version 2.1.0, Nagios Log Server now supports report exporting and scheduling. This allows you to retrieve reports in PDF, JPG, or CSV form, and to have these e-mailed to you on a regular interval.

To access the report scheduling interface, navigate to a report. At the time of this writing, NLS has just one report, the Unique Hosts report, which can be accessed via the homepage.



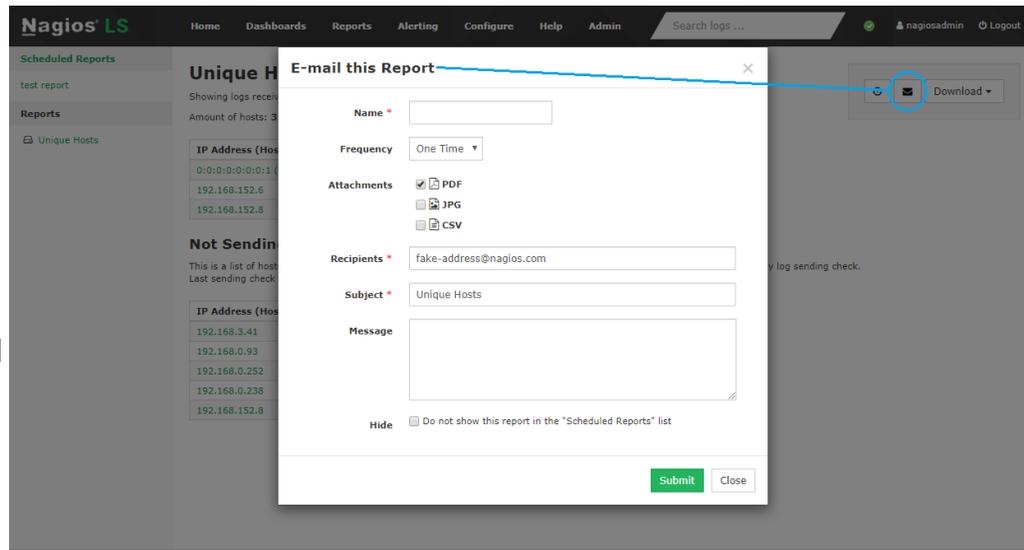
Manual Export

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.



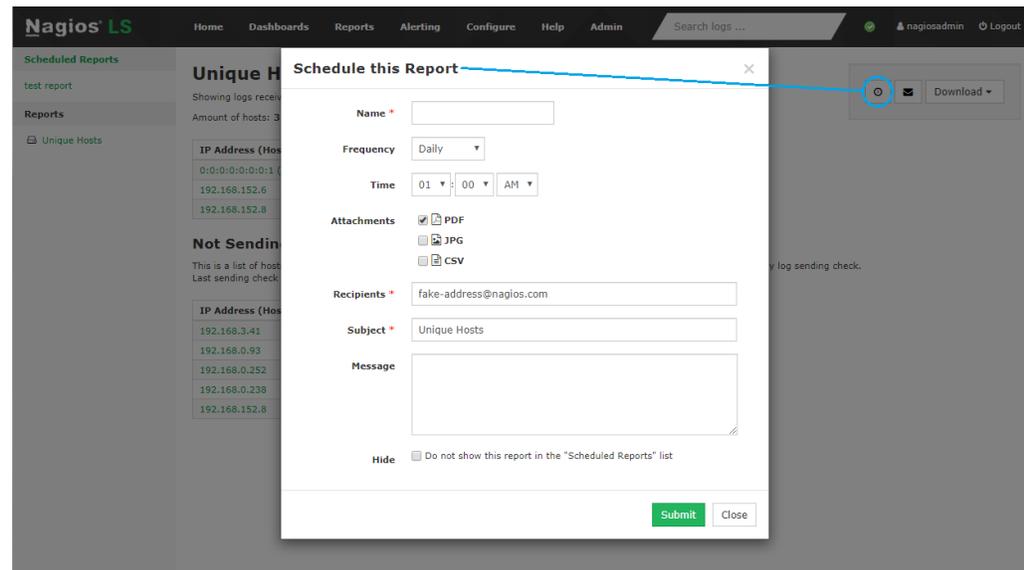
You can also have the report e-mailed directly to a specific address. To do this, click the **mail icon** next to the **Download** button and fill out the form.

The most important settings are the **Recipients** and **Frequency** fields. The **Recipients** field is a comma-separated list of e-mail addresses. By default, it includes only the address associated with your account. **Frequency** defaults to **One Time**, which will send a single e-mail immediately. If changed, it will schedule a report instead (see below).



Report Scheduling

To schedule a report, click the **clock icon** next to the **mail icon**. This will open a form similar to the one used for e-mailing reports. Here, you can set reports to run daily, weekly or monthly, and customize the recipients/contents of the e-mail. You also have the option to **hide** the report from the **Scheduled Reports** list on the left of the page. If checked, the report will still show on the main report management page.



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	Type	Subject	Frequency	Recipients	Actions
hidden report	hosts	Unique Hosts	Daily - 01:00 AM	fake-address@nagios.com	
test report	hosts	Unique Hosts	Daily - 03:25 AM	fake-address@nagios.com	

To manage scheduled reports, click the **Scheduled Reports** link on the left navigation bar. The resulting page will show a table of all currently scheduled reports. You can use this view to edit a report, run/view it, or delete it.

Finishing Up

This completes the documentation on managing users in Nagios Log Server.

If you have additional questions or other support related questions, please visit us at our Nagios Support Forums:

<https://support.nagios.com/forum>

The Nagios Support Knowledgebase is also a great support resource:

<https://support.nagios.com/kb>