

## securing your web

NG-8100



NG-5100

# **Publishing Reports**

**VSR 2.0** 



Field	Definition
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Type of doc	Guide
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### 1. Introduction

This document describes the method of uploading multiple reports to the VSR using the intuitive Publishing Wizard.

### 2. Prepare Report Files

Before initiating the Publishing Wizard, all report files that should be uploaded must reside in an accessible location to the VSR machine.



These reports are not required to be in a specific location or folder, but must be accessible somewhere on the VSR network.



## 3. The Publishing Wizard

- 1. In the Start Menu, navigate to All Programs  $\rightarrow$  Crystal Reports Server 2008  $\rightarrow$  Crystal Reports Server 2008  $\rightarrow$  Publishing Wizard.
- 1. Click Next.

📲 Publishing Wizard	
	Welcome to the Publishing Wizard
	Language : English 💌
	This wizard helps you add files to the Business Objects Business Intelligence Platform. With this wizard you can:
	<ul> <li>Add Crystal Reports and other files to the system</li> </ul>
	<ul> <li>Set logon, parameter, and schedules for reports</li> </ul>
	<ul> <li>Set properties for other files</li> </ul>
	Throughout this wizard, you may proceed to the next page by clicking Next, or revisit a previous page by clicking Back.
	To begin publishing your files, click Next.
	< <u>B</u> ack <u>N</u> ext > Cancel Help



## 2. Enter the **Administrator Password** (default password is **finjan123**) and click **Next**.

cess your file through the Business Objects Business the file must be published.	
ne. You also need to specify your user name and passwo	ord.
FEFBB1500912439	
Administrator	
хихихии	
Enterorise	
	ne. You also need to specify your user name and passwo FEFBB1500912439 Administrator



- 3. Click **Add Files** and select the reports to upload from their saved location (from the location set in <u>Prepare Report Files</u>).
- 4. Press Ctrl+A to select all reports and click Open.

Open			? ×
Look jn:	ice reports	• 🗄 🖆 🎫 •	
My Recent Documents Desktop My Documents My Documents	<ul> <li>Blocked Viruses by Authenticated User.rpt</li> <li>Blocked Viruses by Client IP.rpt</li> <li>Blocked Viruses by User Name.rpt</li> <li>Infected users machines.RPT</li> <li>Most Visited Categories by Client IP.rpt</li> <li>Most Visited Categories by User Name.rpt</li> <li>Most Visited Sites by Client IP.rpt</li> <li>Most Visited Websites by Client IP.rpt</li> <li>Most Visited Websites by User Name.rpt</li> <li>Peak Usage by Authenticated User.rpt</li> <li>Peak Usage by Client IP.rpt</li> <li>Peak Usage by User Name.rpt</li> <li>Policy Blocked Users by Authenticated User.rpt</li> <li>Policy Blocked Users by Client IP.rpt</li> <li>Policy Blocked Users by User Name.rpt</li> <li>Policy Blocked Users by User Name.rpt</li> </ul>	<ul> <li>Potential Malicious Websit</li> <li>Risk Assessment Business</li> <li>Security Policy Violations, I</li> <li>Spyware Sites.rpt</li> <li>Traffic Analysis by Conter</li> <li>Unknown Threats Behaviu</li> <li>User Transactions with Le</li> </ul>	e.rpt Usage.rpt pt nt Type.RP Jor Based.F gal Liability
Mu Network	File name:	<b>_</b>	Doen
Places	Files of type: Report (*.rpt)		Cancel



### 5. Click Next.

Choose files to publish. Begin by clicking on Folder'' buttons.	either the "Add Files" or the "Add	Ę
Add Files Add Folder	<u>B</u> emove Files	
Name	In Directory	
<ul> <li>Blocked Viruses by Authenticated User.rpt</li> <li>Blocked Viruses by Client IP.rpt</li> <li>Blocked Viruses by User Name.rpt</li> <li>Infected users machines.RPT</li> <li>Most Visited Categories by Client IP.rpt</li> <li>Most Visited Categories by User Name.rpt</li> <li>Most Visited Sites by Client IP.rpt</li> <li>Most Visited Sites by Client IP.rpt</li> <li>Most Visited Websites by Client IP.rpt</li> </ul>	<ul> <li>C:\share\incoming\reports\</li> </ul>	



6. Select the destination folder for the uploaded reports. The Finjan recommended destination folder is the **Standard Reports** folder displayed in the following screen:

ecify Location		0		
specify the location in whi	ich you would lik	e your files to ap	pear.	
Select the location to whic	h you would like:	to add your file(:	s). You may add a i	new
folder or a new object pac	kage using the b	outtons to the rigi	nt of the folder tree.	* X
	0.0400			
Administration	n Tools			
🗄 🗄 🫅 Feature Samp	oles			
🕂 🕞 Finian				
	6.0			
Report Samp	les am			
Report Samp     Search Progr	les am			
⊕	les am ports			
⊕     ⊕	les am ports			
<ul> <li>⊕ - ☐ Report Samp</li> <li>⊕ - ☐ Search Progr</li> <li>⊕ - ☐ Security</li> <li>⊕ - ☐ Security</li> <li>⊕ - ☐ Standard Rep</li> <li>⊕ - ☐ User Folders</li> </ul>	les am ports			
<ul> <li>⊕ • ☐ Report Samp</li> <li>⊕ • ☐ Search Progr</li> <li>⊕ • ☐ Security</li> <li>⊕ • ☐ Standard Rep</li> <li>⊕ • ☐ User Folders</li> </ul>	les am ports			



7. Click **Next** to confirm the location.

nfirm Location Preview the location of	of files.	
Move the objects to d them to the desired loo Preview:	ifferent locations using the up and cation. <u>S</u> how file names	d down arrows or by dragging
<ul> <li>⊕ Report S</li> <li>⊕ Search F</li> <li>⊕ Security</li> <li>⊕ Standard</li> <li>⊕</li></ul>	amples Program Ked Viruses (Filtered by Authentick ked Viruses (Filtered by Client IP) ked Viruses (Filtered by User Nam ted Users Machines Visited Categories by Client IP	▲ ated User) ie)
	1	1



#### 8. Click Next.

👺 Publishing Wizard	. 🗆 🗙
<b>Specify Categories</b> Specify the categories in which you would like your files to appear.	R C
Add your file(s) to the desired categories. You may add a new personal category using the buttons to the right of the category tree.	
Corporate Categories     Excluded from Content Search     Excluded Categories     Personal Categories	
<u>≺B</u> ack <u>N</u> ext> Cancel He	lp

**WNOTE:** Finjan recommends bypassing this Specify Categories Wizard screen, as categories will no longer be supported in future versions.



9. Click Next,

**WNOTE:** Scheduling of new reports is feasible at a later point through theVSR User Interface

Blocked Viruses (Filtered by Authe Blocked Viruses (Filtered by Client Blocked Viruses (Filtered by User Infected Users Machines Most Visited Categories by Client I Most Visited Categories by User N Most Visited Websites by Client IF Most Visited Websites by Client IF Most Visited Websites by User Na Peak Usage (Filtered by Authentic Peak Usage (Filtered by Client IP) Peak Usage (Filtered by User Nar Policy Blocked Users by Authentic Policy Blocked Users by Client IP	<ul> <li>Run grice only</li> <li>Let users update the object</li> <li>Run on a recurring schedule</li> </ul>
--	--



#### 10. Click Next.

			objects.		2	
Blocke Blocke Infecte Most V Most V Most V Most V Peak L Peak L	d Viruses (Filtered by Au d Viruses (Filtered by Cli d Viruses (Filtered by Us d Users Machines isited Categories by Clie isited Categories by Clien isited Websites by Clien isited Websites by User Jsage (Filtered by Authe Jsage (Filtered by Client	ent ent rer nt I r N t IF t IF Na ntic IP)	Use Object <u>F</u> report	<u>}</u> epository v	vhen refreshing	
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Policu	Blocked Lisers by Client		Disable	All	1	



11.	Click Next.	(Finian	reports	do not	use an	v saved	data)
	UNDER INCAL	(i iiijaii	reports	001101		y Savcu	uala).

Blocked Viruses (Filtered by Authe Blocked Viruses (Filtered by Client Blocked Viruses (Filtered by User Infected Users Machines Most Visited Categories by Client I Most Visited Categories by User N Most Visited Websites by Client IF Most Visited Websites by Client IF Most Visited Websites by User Na Peak Usage (Filtered by Authentic Peak Usage (Filtered by Client IP)	TKeep <u>s</u> aved data when publishing report
Peak Usage (Filtered by User Nar Policy Blocked Users by Authentic Policy Blocked Users by Client IP	Enable All Disable All



## 12. In the **Change Default Values** screen, select the **Publish without modifying properties** option and click **Next**.

👺 Publishing Wizard	_ 🗆 X				
<b>Change Default Values</b> Choose whether or not you wish to change default settings.					
The wizard has now collected all the information it needs to publish your files to the Crystal Reports Server system.					
However, you may wish to modify specific properties before publishing (e.g. title, database logon information, parameter values).					
If you choose not to change this information, the wizard will use existing information in the file to set these properties.					
You have chosen to schedule one or more of the files you are publishing. It is recommended that you review the default properties of these files to ensure the the files will process successfully.	nat				
Eublish without modifying properties					
Eeview or modify properties					
< <u>B</u> ack <u>N</u> ext > Cancel H	lelp				



### 13. Click **Next** to verify all objects.

Publishing Wizard			
The seve object	ject(s) you are adding are shown below. It may take minutes for the wizard to complete and verify that the are successfully added and that the information d is valid.		
	Name		
24 C	Blocked Viruses (Filtered by Authenticated User)		
S4	Blocked Viruses (Filtered by Client IP)		
Q.	Blocked Viruses (Filtered by User Name)		
	Infected Users Machines		
	Most Visited Categories by Client IP		
	Most Visited Categories by User Name		
24	Most Visited Websites by Client IP		
234	Most Visited Websites by Client IP		
24	Most Visited Websites by User Name 📃 🚽		
<	Back Next> Cancel Help		



🏴 Publishing Wizard		_ 🗆 X
	The wizard has finished publishing. To view the details an object, select it in the list below.	about
	Name	•
	Blocked Viruses (Filtered by Authenticated User) Blocked Viruses (Filtered by Client IP) Blocked Viruses (Filtered by User Name) Infected Users Machines Most Visited Categories by Client IP Most Visited Categories by User Name Most Visited Websites by Client IP Most Visited Websites by Client IP Most Visited Websites by Client IP Details:	•
	< <u>B</u> ack <b>Finish</b> Cancel	Help

14. Click Finish to complete the Wizard.