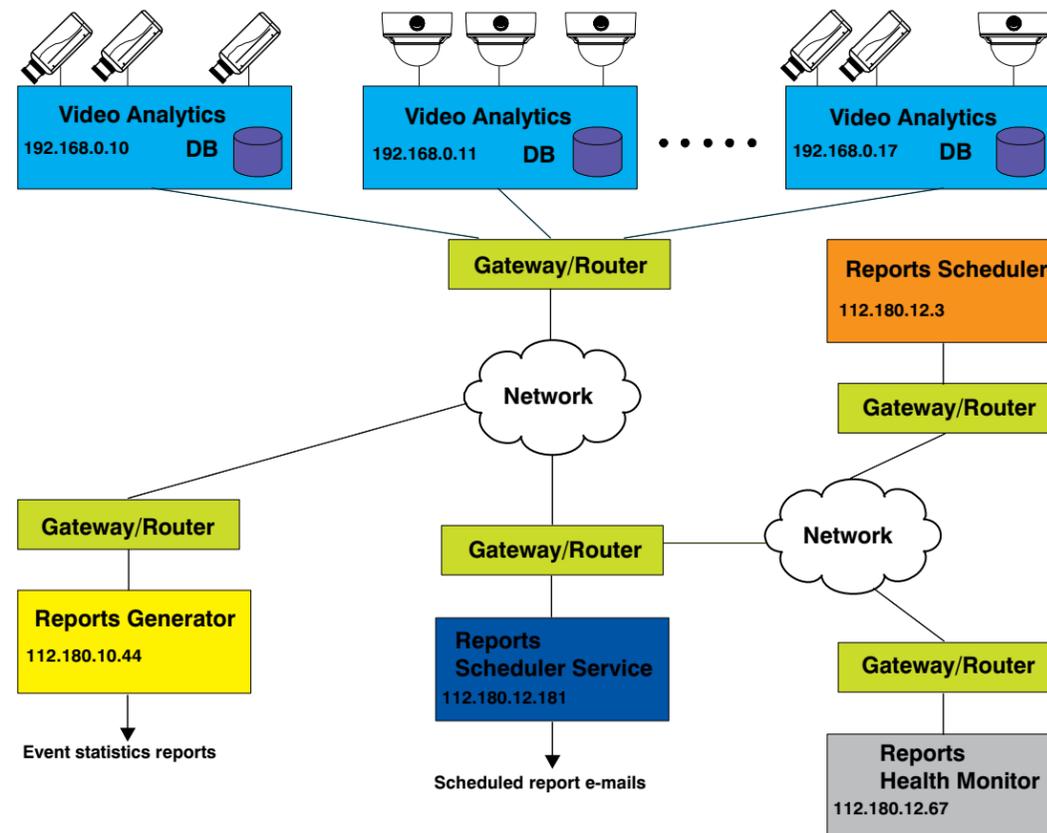


Video Analytics V4 Reporting Tool Quick Reference

Reporting Tool Client/Server Components

Reports Scheduler	The management tool that connects to one or more Video Analytics servers (HVA server) to generate event statistics reports based on a user defined, automatic, e-mail report schedule
Reports Generator	The client tool for generating statistics reports remotely from one or more Video Analytics servers
Reports Health Monitor	The utility to monitor the status of the report generation schedule and e-mail delivery activities



1 Reports Generator

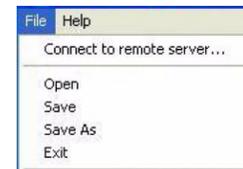
Start the Application

1. On the Windows taskbar, select **Start > All Programs > ActiveEye Reporting Tool > Reports Generator**.
2. When prompted, enter the hostname or IP address of a HVA server and the user name and password for access to the HVA server database.

Configure Reports Generator

1. Set site name in **For location** field.
2. Specify reporting schedule, as desired.
3. Select cameras (or camera groups) you want to generate the reports for.
4. Select the event and zone. If you do not select a zone, statistics are collected for all zones (default).
5. Specify the report type and format.

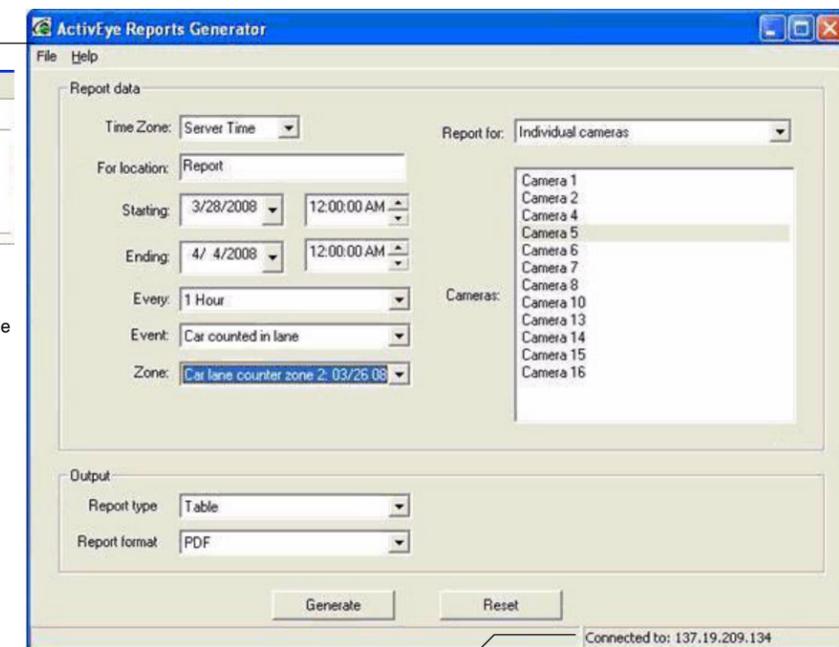
Modify settings here



Open = Opens an existing report template

Save = Saves an existing file

Save As = saves a new file



Indicates a successful connection to HVA server

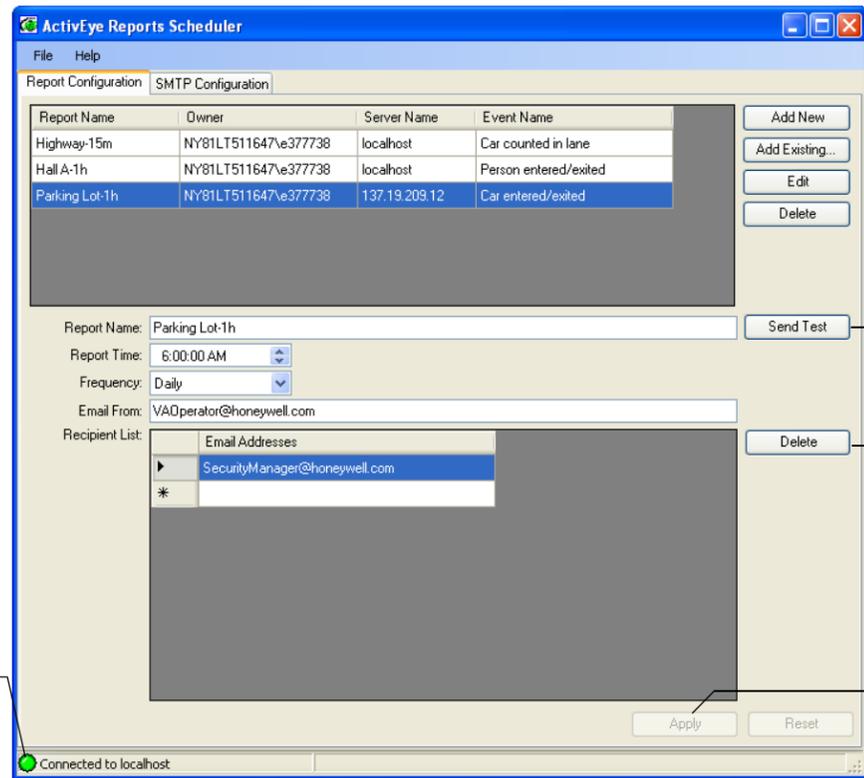
2 Reports Scheduler

Start the Application

1. On the Windows taskbar, select **Start** ► **All Programs** ► **ActiveEye Reporting Tool** ► **Reports Scheduler**.
2. When prompted, enter the hostname or IP address of a HVA server.

Configure Reports Template(s) and Set Up SMTP Configuration

1. Click **Add New**. Log on, then configure the reports template as desired. Click **Apply**.
OR, click **Add Existing**, then Open, to add previously saved report template to the Reports Scheduler.
2. Set up a reporting schedule. Click **Apply**.
3. Set up and test the SMTP configuration on the SMTP Configuration tab.
 - a. Enter the hostname or IP address and port number of your SMTP server.
 - b. Provide the User Name and Password for authentication purposes.
 - c. Click **Test Server Settings** to make sure the report e-mail will be sent out properly. Click **Apply** to save the SMTP configuration.



Indicates the Reports Scheduler is working properly. If the connection fails, the software reports the error. Attempt to connect again (File ► Login).

Tests if e-mail recipients list for each report template is correct

Deletes an e-mail recipient from list

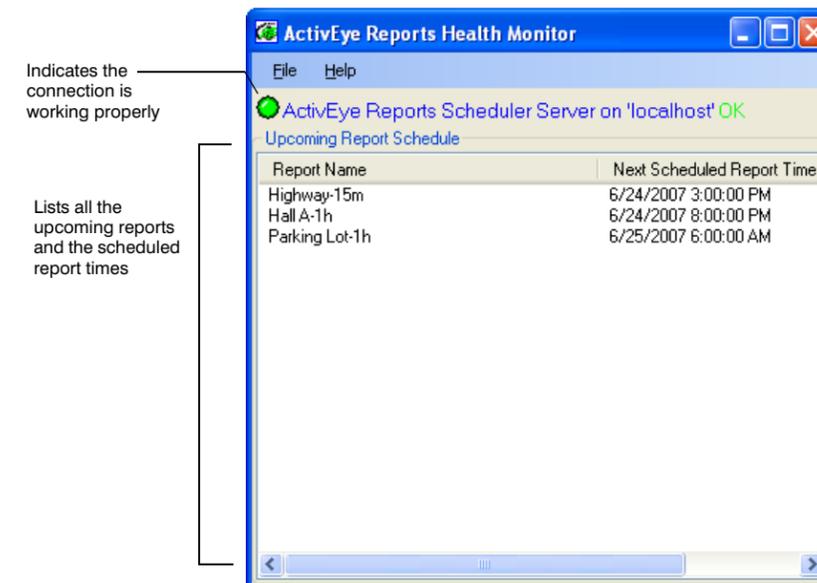
Active when a report template is added or selected

3 Reports Health Monitor

Start the Application

1. On the Windows taskbar, select **Start** ► **All Programs** ► **ActiveEye Reporting Tool** ► **Reports Health Monitor**.
2. When prompted, enter the hostname or IP address of a Reports Scheduler server.

View Scheduled Reports



Indicates the connection is working properly

Lists all the upcoming reports and the scheduled report times

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