# User Manual

# Vyapin SharePoint Management Suite

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# General Information

- About Vyapin SharePoint Management Suite
- System requirements
- How to purchase?
- How to register the software?

## About Vyapin SharePoint Management Suite

Vyapin SharePoint Management Suite is a powerful toolkit to help you streamline the management of SharePoint servers. Vyapin SharePoint Management Suite keeps your system secure & compliant and ensures best returns on your investment in SharePoint technology. The solution enables organizations to manage, administer, govern, audit and monitor their SharePoint servers.

Vyapin SharePoint Management Suite offers a comprehensive SharePoint reporting and audit solution covering a broad spectrum of insightful reports for Microsoft SharePoint Server 2019 / 2016 / 2013 servers covering a wide variety of functions - configuration settings, content databases, content permissions, policy administration, usage and audit.

Vyapin SharePoint Management Suite also provides insightful audit, security and usage category reports for SharePoint Online in Office 365. The log based reports of SharePoint Online can be generated for last 7 days only. The user must have Full Control permission to generate the Office 365 reports.

- Address your SharePoint internal audit, compliance and reporting needs such as HIPAA and SOX using the Audit & Compliance Reports. Get a detailed view of actions that have occurred in SharePoint related to permissions, content access and configuration changes.
- Audit your SharePoint infrastructure permissions with the built-in SharePoint Security Reports. Analyze how SharePoint permissions are currently configured across all sites & site collections and for sensitive content.
- Take stock of SharePoint assets to help you assess site usage before planning content migration or SharePoint upgrade. The inventory will be useful to validate content post migration or upgrade.
- Get detailed inventory information or create documentation about your SharePoint farm and configuration settings using the Inventory Reports. Create system and configuration settings documentation to help you during system support, maintenance and upgrades.
- Analyze your SharePoint User Adoption by monitoring the user activity with the built-in Usage Reports.

## System requirements

**Vyapin SharePoint Management Suite Service:**

Vyapin SharePoint Management Suite Service must be installed in the web front-end server or application server in the SharePoint 2019/2016 / 2013 farm.

**SharePoint 2019 farms**

| | |
|---|---|
| Processor | Intel Pentium Processor |
| Disk space | Minimum of 20 MB of free disk space |
| Operating System | Windows Server 2016 with .NET Framework 4.5 with the latest service packs. |
| Software | Microsoft SharePoint Server 2019 |

**SharePoint 2016 farms**

| | |
|---|---|
| *Processor* | Intel Pentium Processor |
| *Operating System* | Windows Server 2012 R2 and Windows Server 2016 with .NET Framework 4.5 with the latest service packs. |
| *Software* | Microsoft SharePoint Server 2016 |

**SharePoint 2013 farms**

| | |
|---|---|
| *Processor* | Intel Pentium Processor |
| *Operating System* | Windows Server 2012 (or) Windows Server 2008 R2 with .NET Framework 4.5 with the latest service packs. |
| *Software* | Microsoft SharePoint Server 2013 (or) Microsoft SharePoint Foundation 2013. |

**Vyapin SharePoint Management Suite**

Vyapin SharePoint Management Suite can be installed in any client machine.

| | |
|---|---|
| *Processor* | Intel Pentium Processor |
| *Operating System* | Windows 7 and above. |
| *Software* | Microsoft SQL Server 2012 (Enterprise / Standard / Developer / Express edition) (or) Microsoft SQL Server 2008 (Enterprise / Standard / Developer / Express edition) or Microsoft SQL Server 2005 (Enterprise / Standard / Developer / Express edition) running in local / remote computer with latest Service Pack. |

## How to purchase?

You can purchase Vyapin SharePoint Management Suite online from our website https://www.vyapin.com/. Please contact our Sales department at sales@vyapin.com for sales and price related queries.

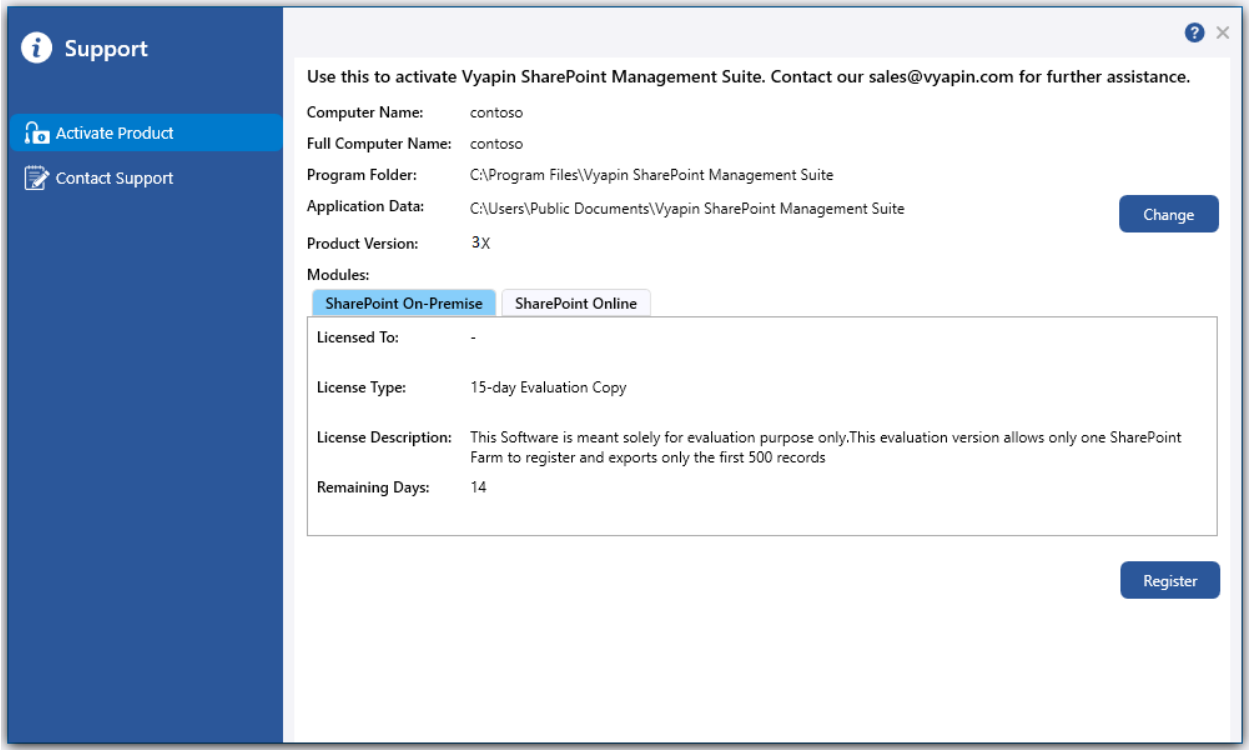
## How to Register the Software?

Once you purchase the software online or through any one of our resellers, you will receive a purchase notification through e-mail from our sales department. We will send you an e-mail with the necessary instructions to register the software.

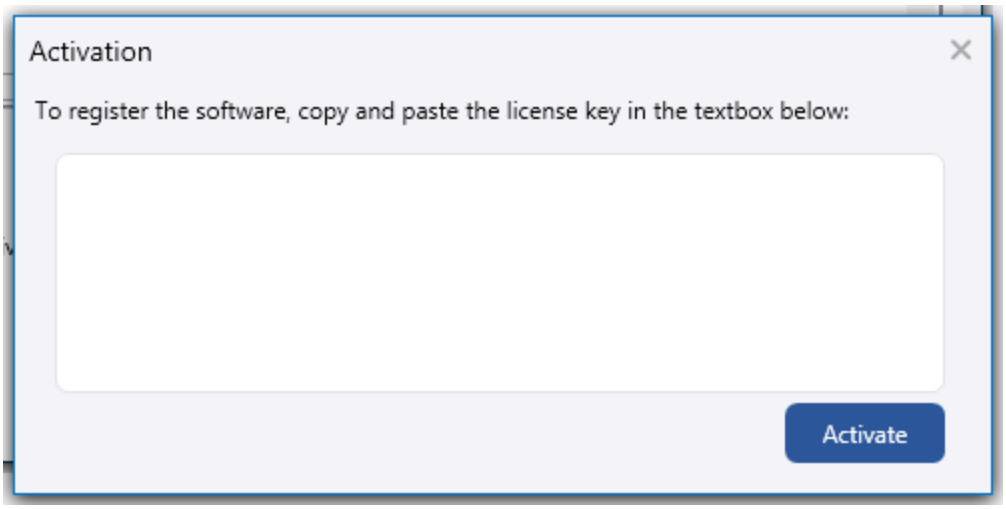
### Register License Key

In case you do not receive an e-mail from our sales team after you purchase the software, please contact our sales department at sales@vyapin.com with the sales order number. You can also request the license by the filling up the form shown below. Please allow 12 hours from the time of purchase for our sales department to process your orders

1. Click **Support** option in the top menu. The support dialog will appears as shown below:




2. Click **Register** button to activate the product. The activation dialog will appears as shown below:



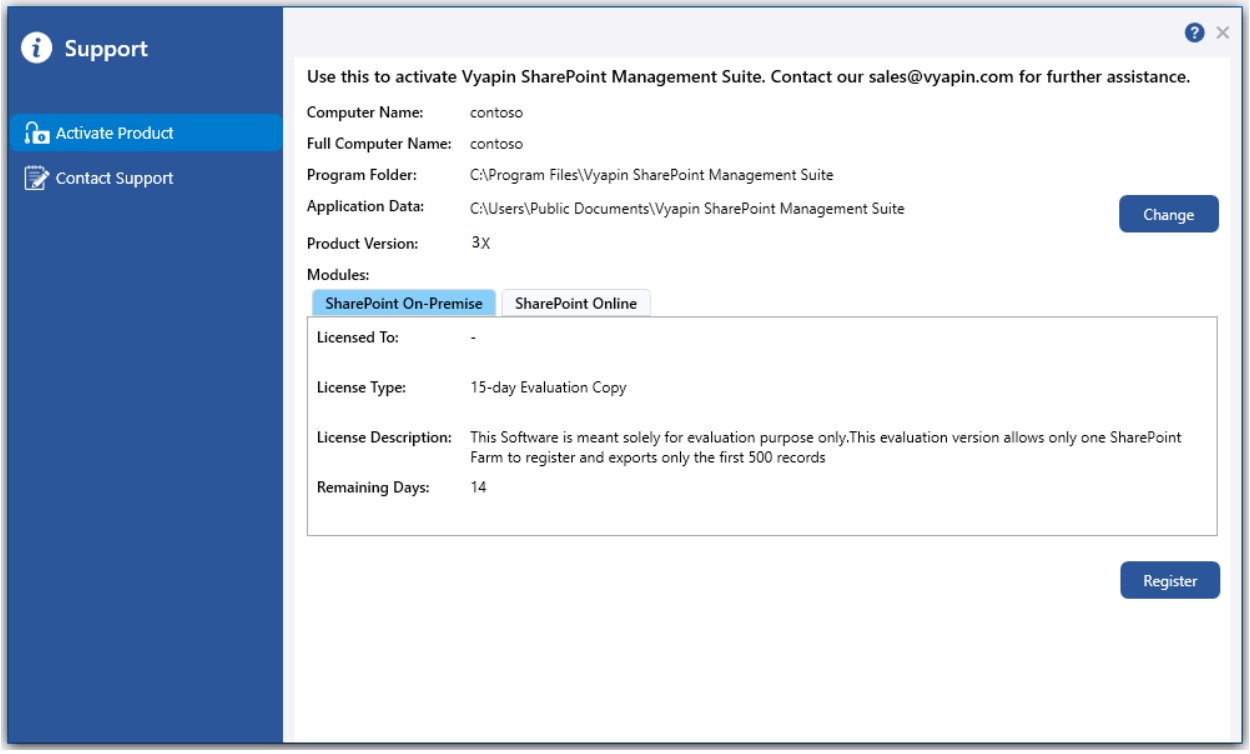

3. Once you paste the license key, click

to apply the new license key.

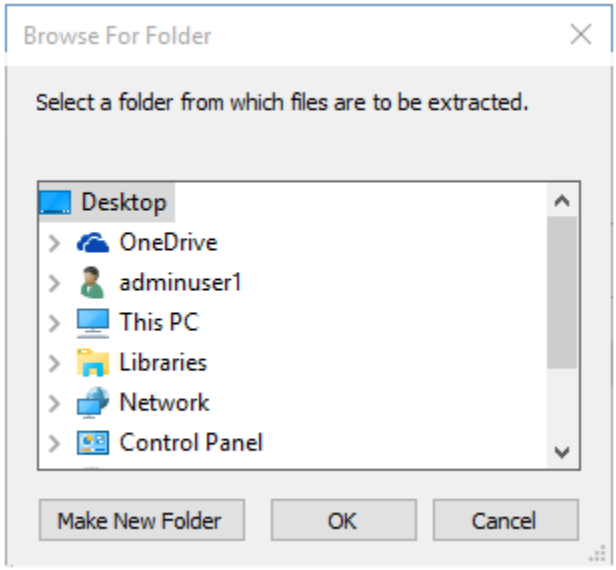
## Change Application Data Folder Location

Vyapin SharePoint Management Suite enables you to change **Application Data** folder location, where Vyapin SharePoint Management Suite import tasks and related settings, file renaming rules, activity logs and error logs are stored, at any time after installing Vyapin SharePoint Management Suite. To change the Application Data folder location, perform the following steps given below:

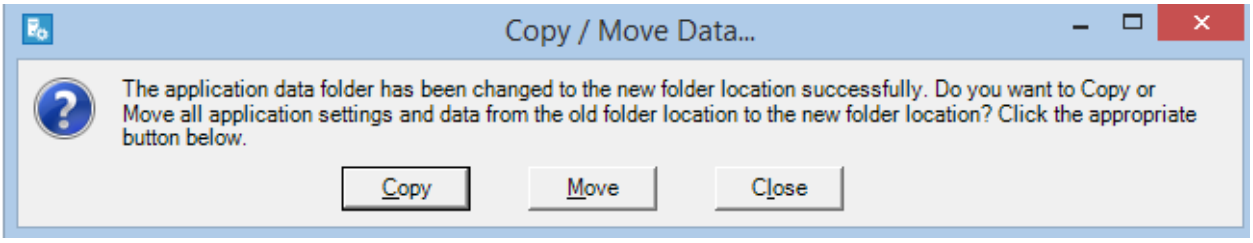
1. Select **Activate Product** option from **Support** dialog
2. The **Activate Product** page appears as shown below:



3. Click **Change** button to change **Application Data** folder location of VSMS application. The Browse For Folder location dialog will appear as shown below:




4. Select a desired folder location and Click OK. The folder location can be local drives or mapped network drives.
5. Vyapin SharePoint Management Suite provides an option to copy or move the existing Vyapin SharePoint Management Suite application settings (Activity log, Log, Tasks, Task History, Settings etc.) to the new location once you change the Application Data Folder. Once you specify the new Application Data folder location, Vyapin SharePoint Management Suite will prompt you to copy or move existing Vyapin SharePoint Management Suite application settings to the new location as shown below:




6. Click the desired action (Copy / Move / Close) to proceed. Vyapin SharePoint Management Suite will use the new Application Data folder location henceforth.

# Configuration


Vyapin SharePoint Management Suite Service Console

SQL Server Settings

SharePoint On-Premise

- Configure SharePoint Server
- Directory Server Settings
- IIS Log Files Directory

SharePoint Online

- Tenant Settings
- Audit Log Downloader Settings
- Application Registration in Azure Active Directory
- How to get Tenant Id from Azure Portal?

E-mail Settings

Performance Tuner

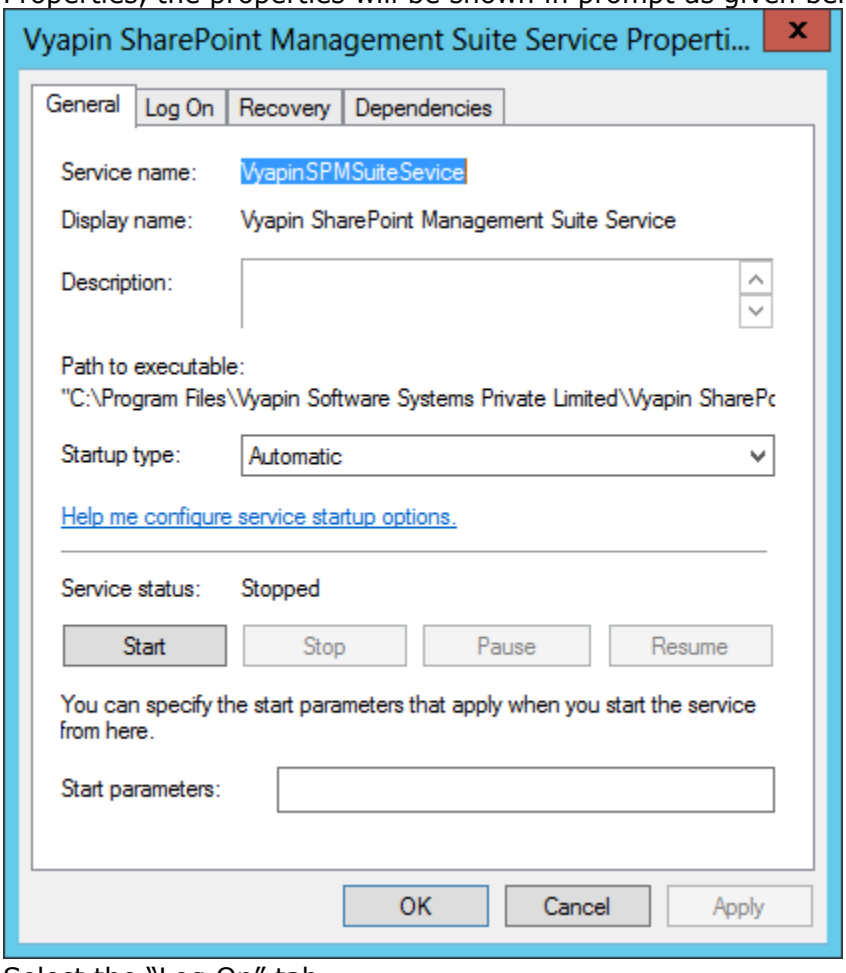
Profile Manager

## Vyapin SharePoint Management Suite Service Console

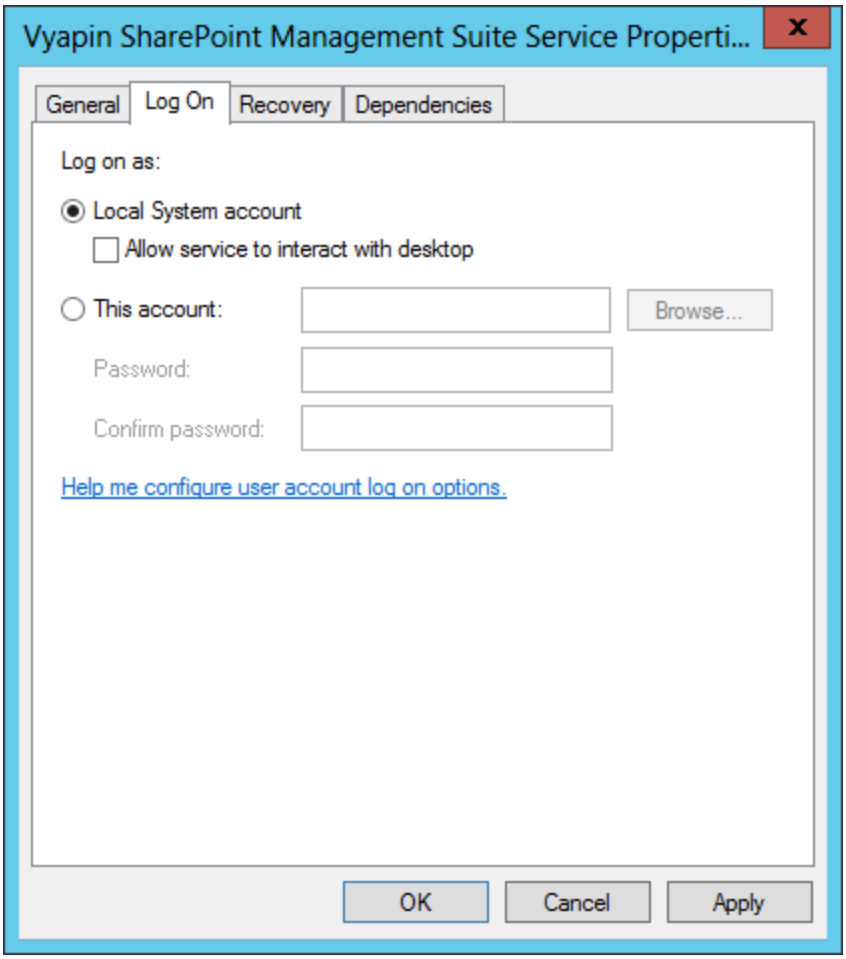
Vyapin SharePoint Management Suite Service is a server-side component that collects data on behalf of the requested Vyapin SharePoint Management Suite client which are hosted in the IIS worker process. This data is used to deliver reports for various SharePoint entities. The registered Vyapin SharePoint Management Suite clients alone can consume data from Vyapin SharePoint Management Suite Service. The communication between Vyapin SharePoint Management Suite and Vyapin SharePoint Management Suite Service is secured by SharePoint.

**Configuration:**

1. Once you have installed the Vyapin SharePoint Management Suite Service, the specified port number 8733 should be opened for communication in Windows Firewall.
2. You can find the service from Control Panel-> System and Security-> Administrative Tools -> Services.
3. Select and right click the Vyapin SharePoint Management Suite Service, click Properties, the properties will be shown in prompt as given below:



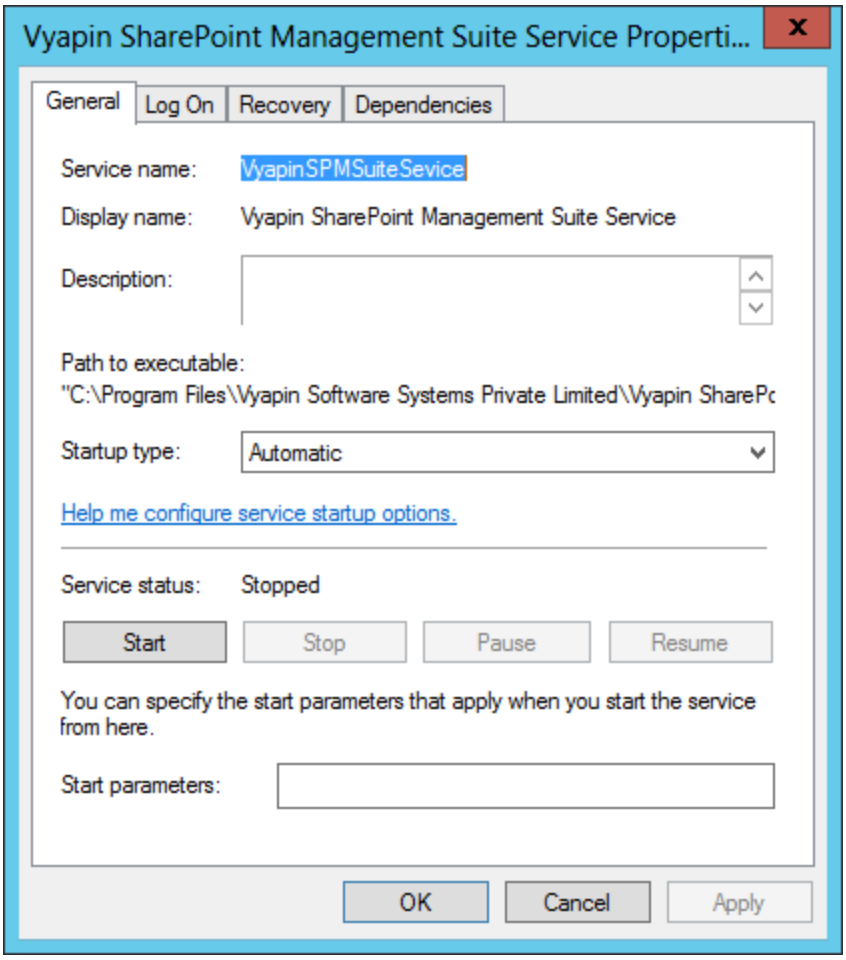

4. Select the "Log On" tab.



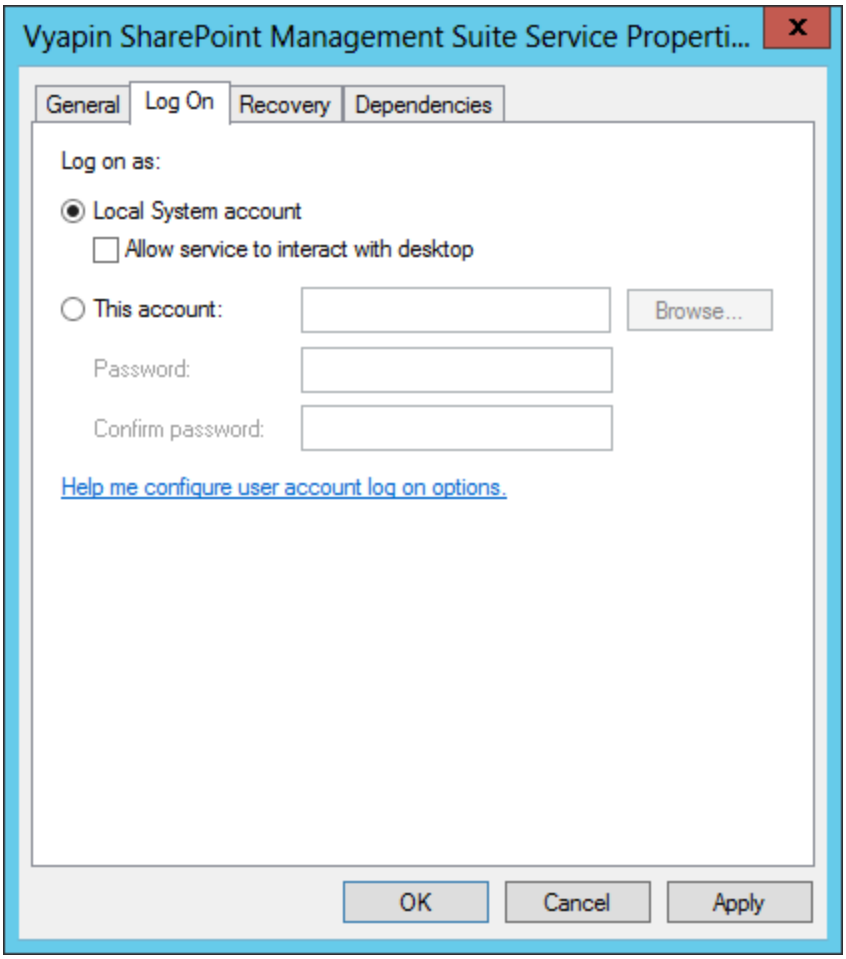

5. Select "This Account" option and enter the user credentials. It is recommended to provide the application pool account of Central Administration site as User Name farm administrator's credential. This will make the application to collect data for all web applications.
6. Click Apply and OK button.
7. Select and right click the Vyapin SharePoint Management Suite Service, Click Start option to start the service.

**To Change the Port Number:**

1. Once you have installed the Vyapin SharePoint Management Suite Service, You can find the service from Control Panel-> System and Security-> Administrative Tools -> Services.
2. Select and right click the Vyapin SharePoint Management Suite Service, click Properties, the properties will be shown in prompt as given below:




3. Select the "Log On" tab.




4. Select "This Account" option and enter the user credentials. It is recommended to provide the application pool account of Central Administration site as User Name farm administrator's credential. This will make the application to collect data for all web applications.
5. Click Apply and OK button
6. Select and right click the Vyapin SharePoint Management Suite Service, Click Start option to start the service.
7. You have to open the "AgentSettings.xml" file in the settings folder in the following location.C:\Users\Public\Documents\Vyapin SharePoint Management Suite Service\Settings
8. Right click the file and edit/ open with NotePad. Modify the Port Number for communication between Vyapin SharePoint Management Suite Service and Vyapin SharePoint Management Suite. The specified port number should be opened for communication in Windows Firewall.
9. Save the AgentSettings.xml file.
10. Save the AgentSettings.xml file.
11. Note: The windows service only can started by the user who have a permission in the 'Log on as a Service' in Local Security Policy.

**Create a new rule in Windows Firewall with Advanced Security:**

1. Go to 'Start --> Windows Firewall with Advanced Security' option.

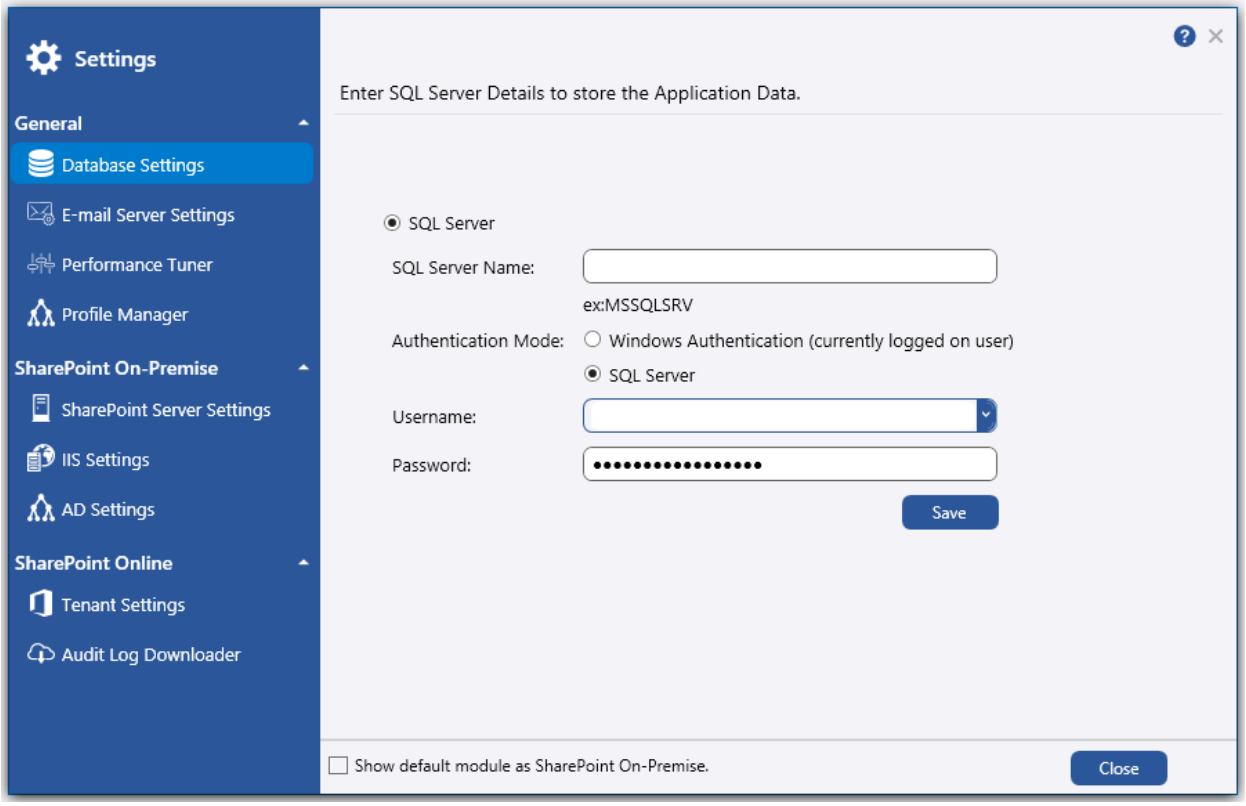
2. Select ‘Inbound Rules’ in the left pane and click ‘New Rule…’ in the right pane of the window.
3. Select the ‘Rule Type’ as ‘Port’ and click Next.
4. Select the apply to type as ‘TCP’ and enter the port number in the ‘Specific local ports’ field and click Next.
5. In the ‘Action’ wizard, select the ‘Action’ type as ‘Allow the connection’ and click Next.
6. In the ‘Profile’ wizard, select all the 3 options (Domain, Private and Public) and proceed to next step.
7. Enter the Name for this rule (e.g., ‘VSMS Service rule’) and description (if required) and click Finish.

## Database Settings

Vyapin SharePoint Management Suite uses SQL Server database for its data storage to generate SharePoint reports. Vyapin SharePoint Management Suite will connect to the specified SQL Server based on authentication mode and user credential to manage its own application databases.

Vyapin SharePoint Management Suite will prompt for the database settings (Server name, authentication mode, username and password) when the application is launched for the very first time. Settings dialog will appear as shown below: You can also launch Settings dialog by clicking

option after launching the application.




Steps:

1. Enter SQL Server name.
2. Select the authentication mode (Windows or SQL) for the specified SQL server.
3. Depending on the selected authentication mode, enter SQL or Windows Username and Password.
4. Click

to save the settings.

**User Authentication**

To connect to SQL Server, Vyapin SharePoint Management Suite uses the relevant user accounts based on the authentication mode as listed below:

A. **Windows Authentication:**
   In this method, Vyapin SharePoint Management Suite uses the currently logged on user account while running the reports to authenticate the user in SQL Server.
B. **SQL Authentication:**
   In this method, Vyapin SharePoint Management Suite uses the specified SQL user account and password for running reports. It stores the SQL username and password as a user profile in 'Stored Usernames and Passwords' applet for its usage.

**Note: Vyapin SharePoint Management Suite expects the user account to have sufficient privileges to create, add to and delete database in the SQL server.**

## E-mail Server Settings

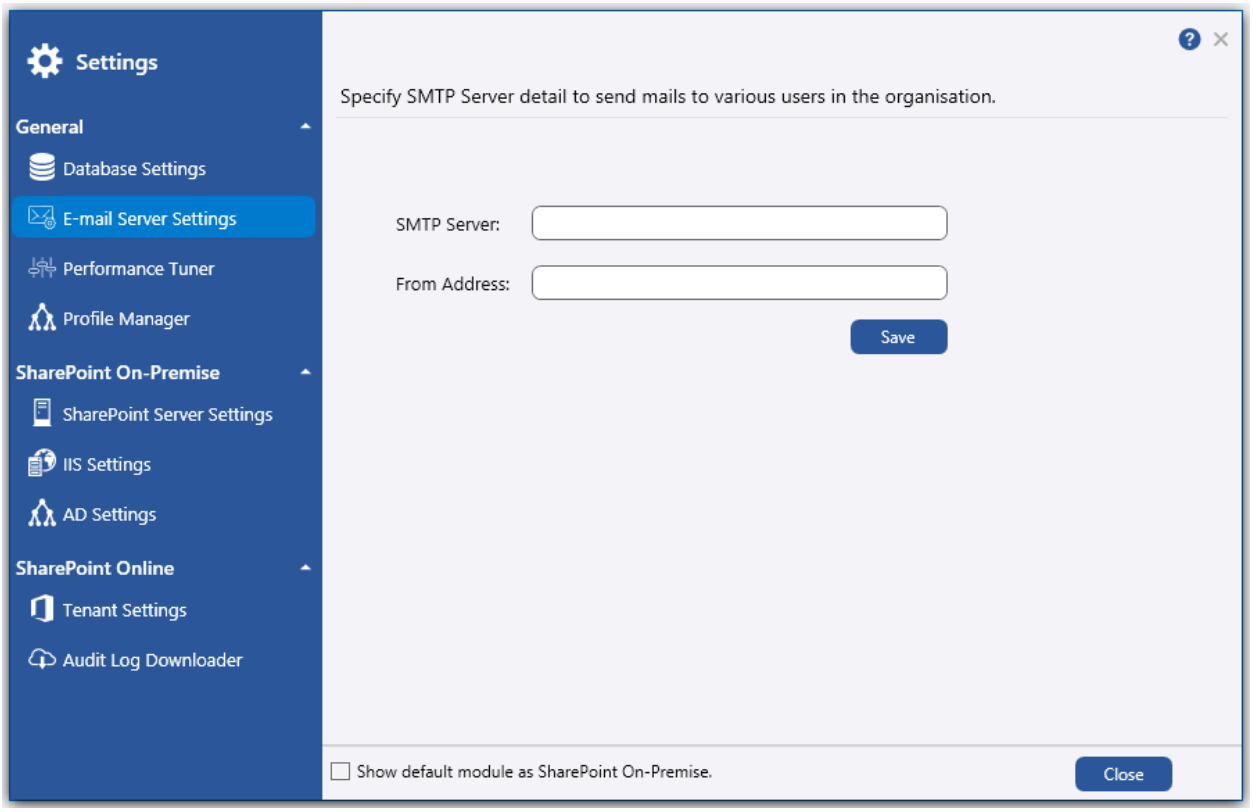
Vyapin SharePoint Management Suite provides the option to email the generated reports. For emailing reports, Vyapin SharePoint Management Suite requires SMTP Server, From E-mail Address, To E-mail Addresses (recipients separated by semicolon). Vyapin SharePoint Management Suite maintains a single SMTP Server and a form E-mail Address for use. You can specify a separate set of to e-mail addresses (recipients), subject and body of the message for each report e-mail.

You can set SMTP Server and From Address by clicking

icon in the top right corner.

Click

The following page will update:




Enter SMTP Server, From Address and click

to store the information.

## Performance Tuner

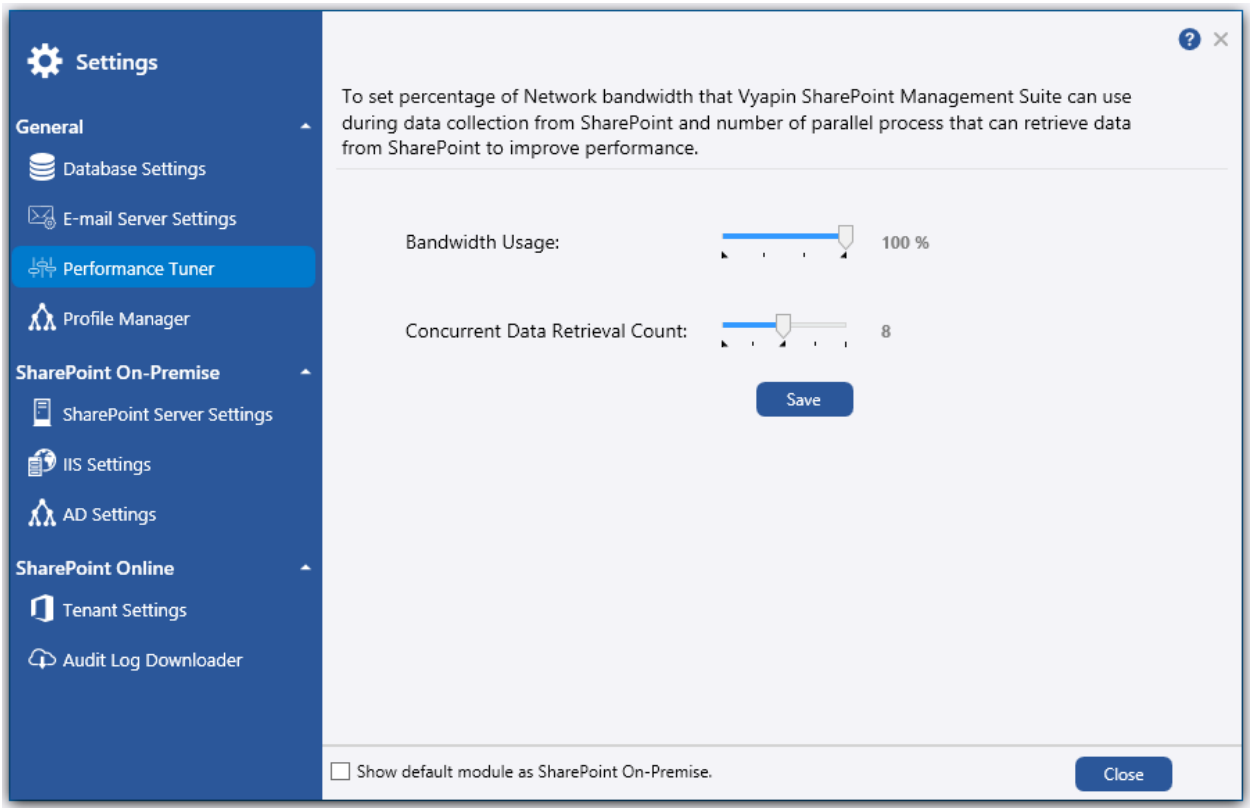
### Concurrent Data Retrieval Count:

Concurrent Data Retrieval Count can be used during report data collection process. It allows to set the number of data that can be collected concurrently from SharePoint to improve the report generation performance.

**How to change the Concurrent Data Retrieval Count in Vyapin SharePoint Management Suite?**

Open the **Settings** dialog and select

in the left menu. The page will update below:



Adjust **Concurrent Data Retrieval Count** Value using slider option and click


| Resource | Concurrent Data Retrieval Count |
|---|---|
| Less than 2GB Ram , up to 2 cores Processor | 4 |
| More than 4 GB Ram, up to 4 cores Processor | 8 |
| More than 8 GB Ram, up to 8 cores Processor | 16 (Preferred) |
| More than 8 GB Ram , more than 8 cores Processor | 32 (SharePoint might cause throttling) |

## Profile Manager

Vyapin SharePoint Management Suite creates a user profile in **Windows Stored Usernames and Passwords** applet, in order to store the SQL and Directory Server user context for report generation.

The stored user profile will be useful for generating reports using Vyapin SharePoint Management Suite under the following scenarios:

- Using an SQL Server having a dedicated SQL user account for report generation using Vyapin SharePoint Management Suite (highly recommended)
- Using an SQL Server where SQL authentication mode is enabled
- Using an SQL Server that is not part of the SharePoint domain
- Using an alternate user account (other than currently logged on user) to connect to the Directory Server to retrieve AD information

The stored user profile persists for all subsequent logon sessions on the same computer where Vyapin SharePoint Management Suite is installed. The stored user profiles are visible to the application under other logon sessions on the same computer.

The stored user profile created by Vyapin SharePoint Management Suite is restricted to the Windows User Profile context. If the Windows User Profile is maintained locally, Vyapin SharePoint Management Suite stored user profile is accessible only by the same user in the same computer. If the user who creates Vyapin SharePoint Management Suite stored user profile, has a Roaming user account in the enterprise, the Vyapin SharePoint Management Suite stored user profile can be accessed by the same user in any computer in the Windows enterprise.

The stored user profile is a generic credential of **Windows Stored Usernames and Passwords** applet and can be used by Vyapin SharePoint Management Suite application only. The credential information is stored securely in a *256 bit encrypted format* in **Windows Stored Usernames and Passwords** applet.

The stored user profile corresponding to the SQL user account will be used by Vyapin SharePoint Management Suite application in order to connect to the SQL Server, if SQL authentication is enabled in Vyapin SharePoint Management Suite SQL settings.

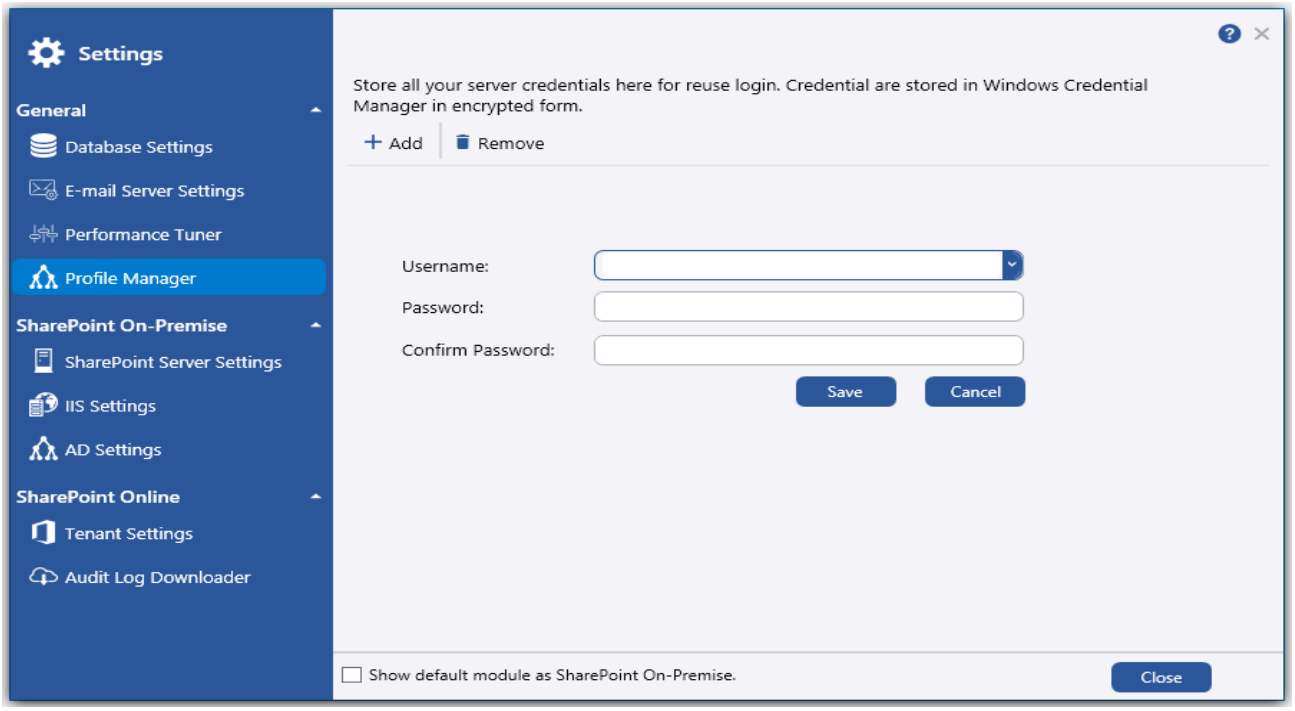
The stored user profile corresponding to the Directory Server user account will be used by Vyapin SharePoint Management Suite application in order to connect to the Directory Server, if connect using option is enabled in Vyapin SharePoint Management Suite Directory Server settings.

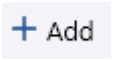
To launch Settings window, click

icon in the top right corner.

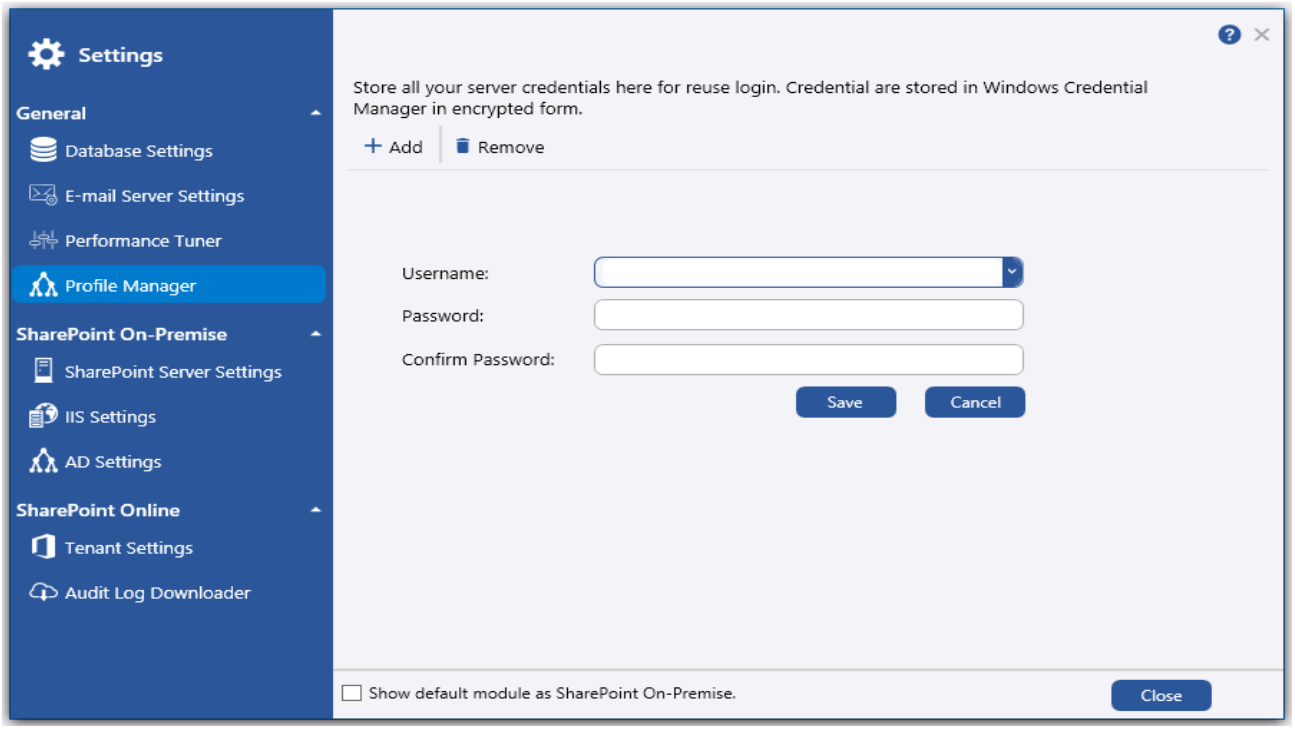
Select in the left menu. The following page will update.






Click  to add a new user profile. The page will appear as shown below:





# SharePoint On-Premise

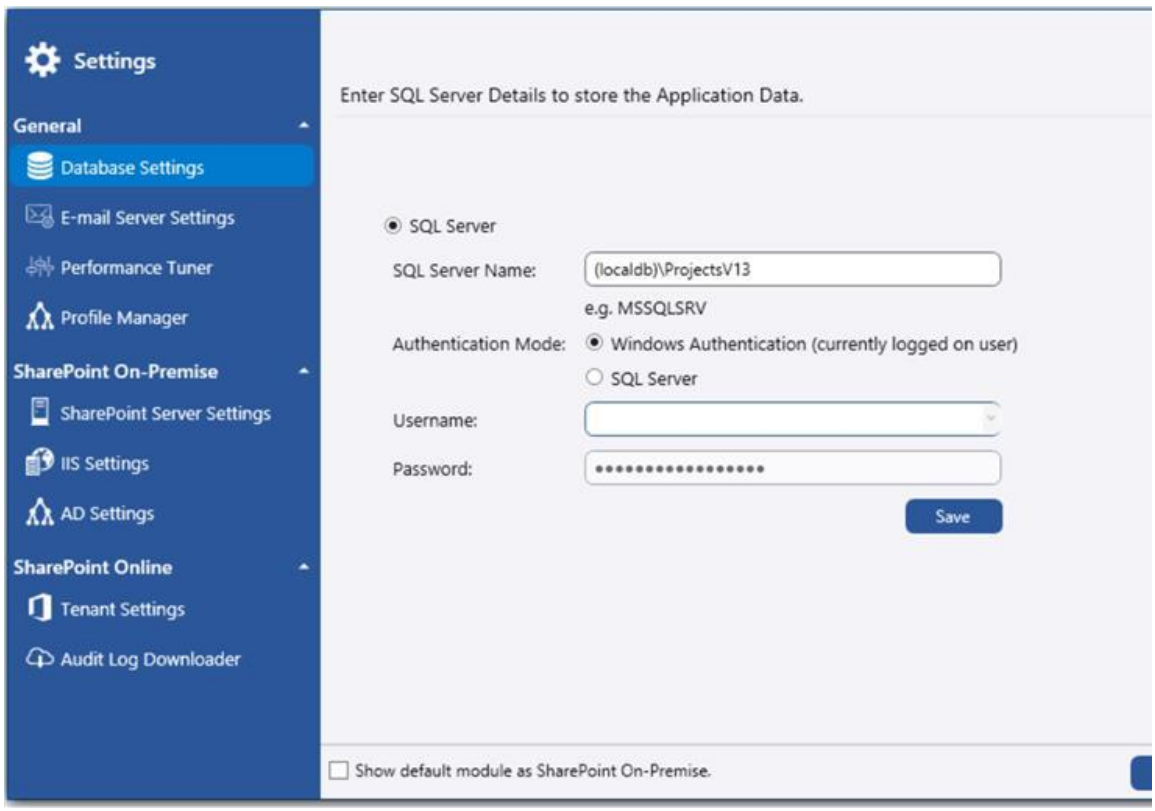
## Configure SharePoint Server

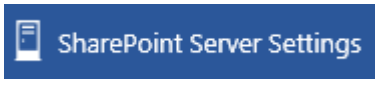
Vyapin SharePoint Management Suite requires SharePoint server settings to be configured to generate its reports.

**Steps:**

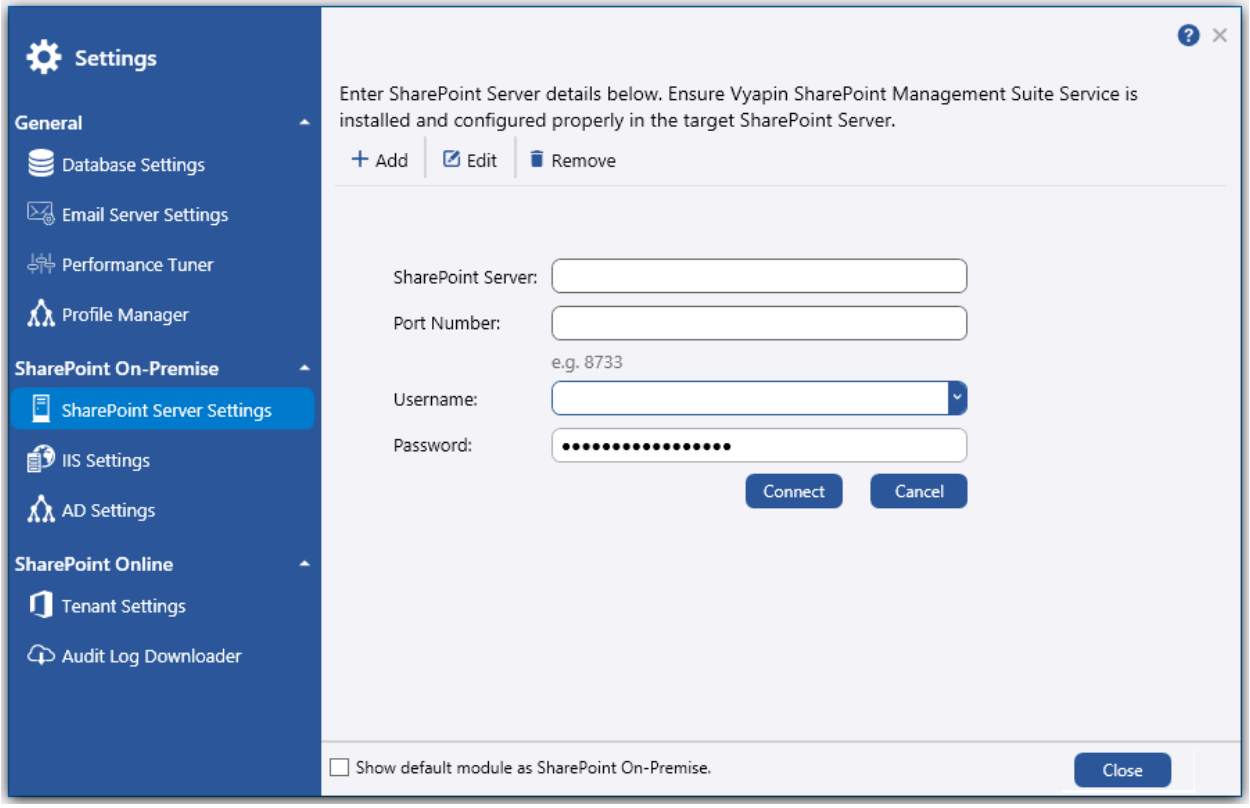
1. Launch Vyapin SharePoint Management Suite application using its shortcut icon in Desktop or using Start menu.
2. Click on

icon in the top right corner. A dialog will appear as shown below:



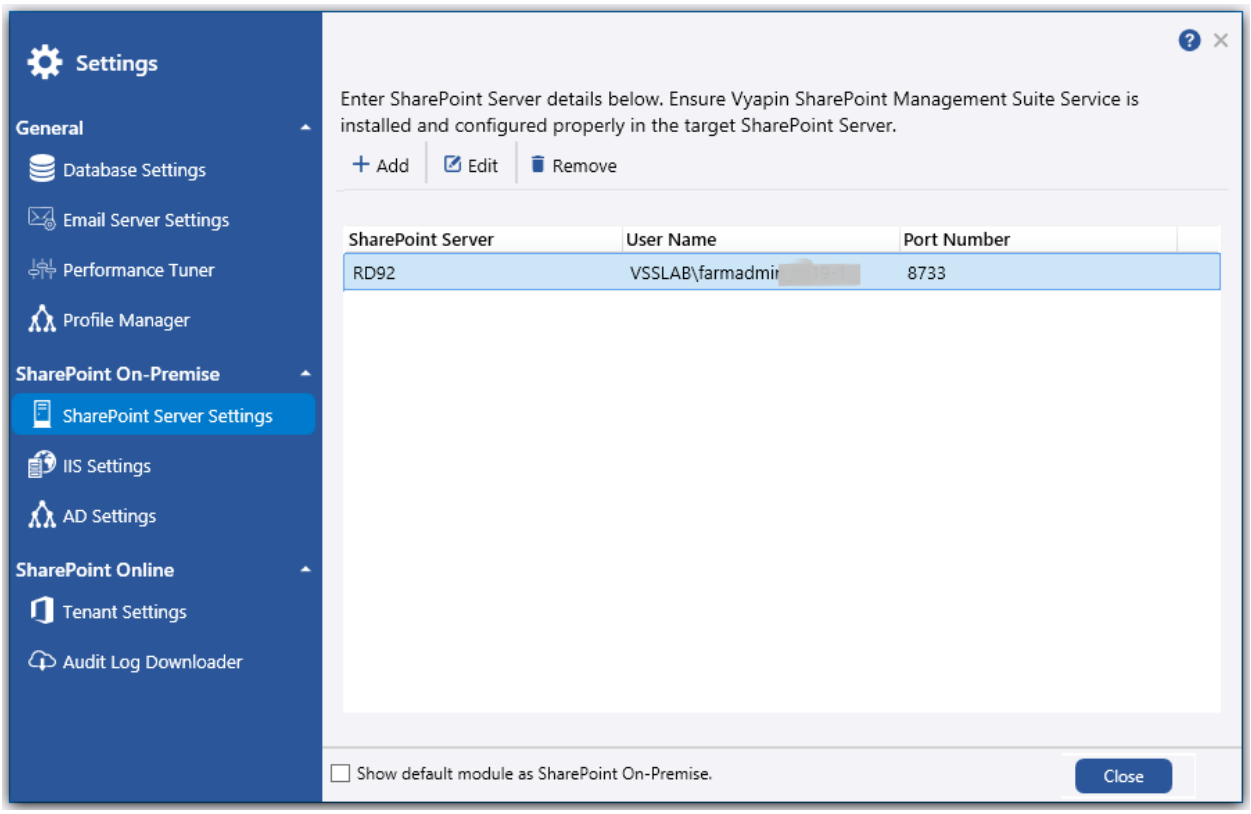

3. Click 

icon. The following screen will appear:




4. Enter SharePoint server name as input for **Front End/Application Server** text box.
5. Enter the **Port Number**.
6. Enter the **Username**.
7. Enter the **Password**.
8. Click

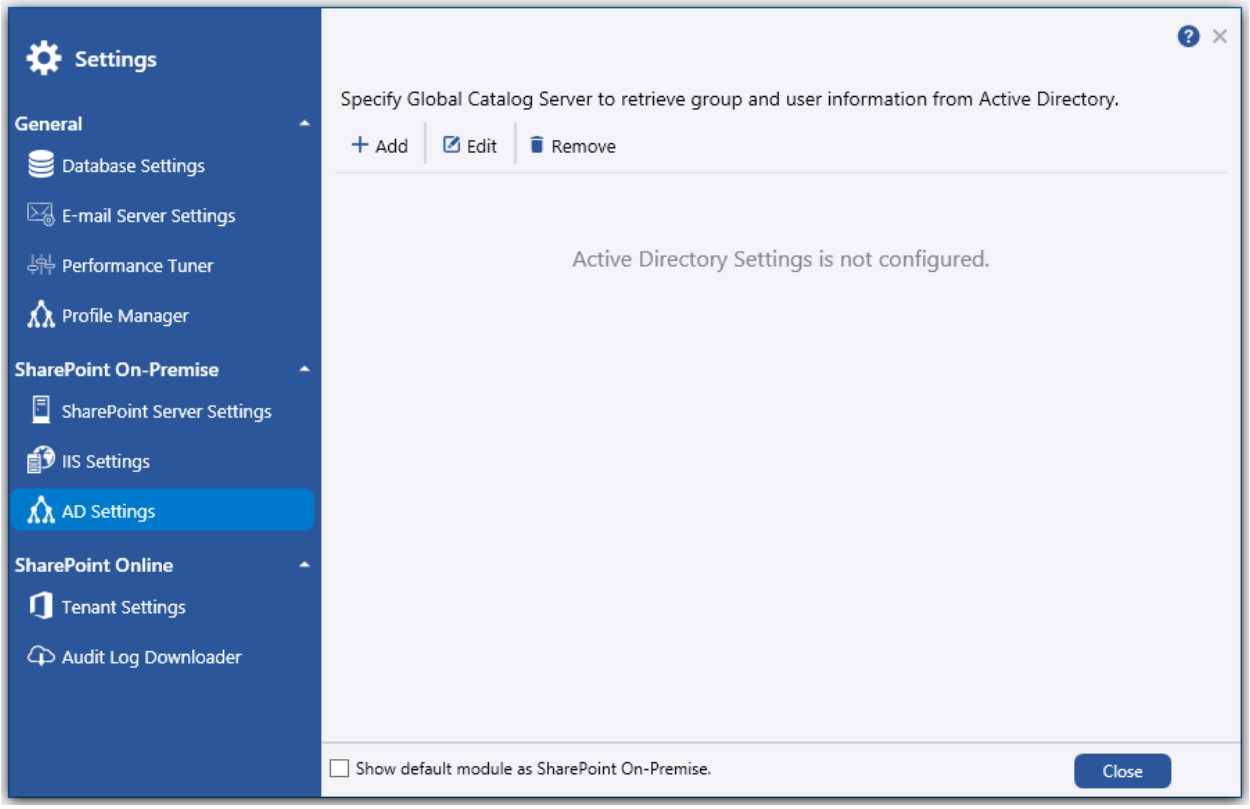
to add the server in **SharePoint Servers** pane as shown below:


Settings
General
Database Settings
Email Server Settings
Performance Tuner
Profile Manager
SharePoint On-Premise
SharePoint Server Settings
IIS Settings
AD Settings
SharePoint Online
Tenant Settings
Audit Log Downloader
Enter SharePoint Server details below. Ensure Vyapin SharePoint Management Suite Service is installed and configured properly in the target SharePoint Server.
Add
Edit
Remove
SharePoint Server
User Name
Port Number
RD92
VSSLAB\farmadmi
8733
Show default module as SharePoint On-Premise.
Close

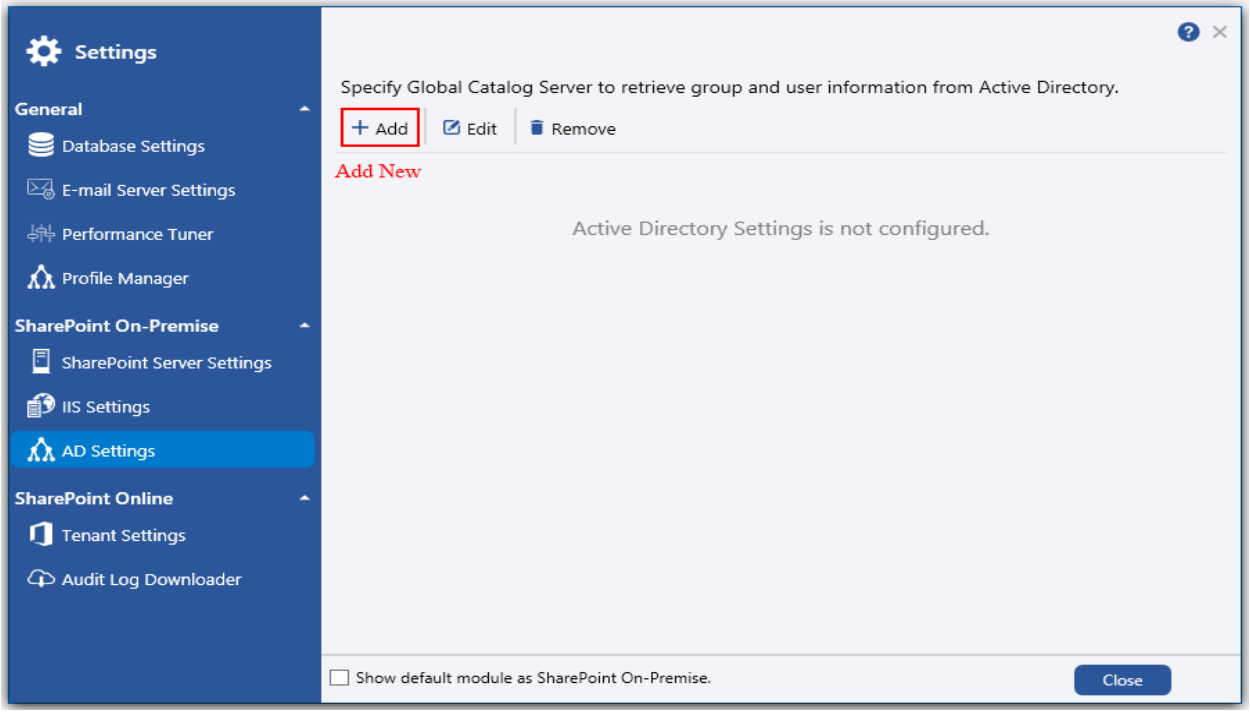
## Directory Server Settings

Vyapin SharePoint Management Suite uses Directory Server to retrieve Active Directory information like group membership and user information for certain reports. Vyapin SharePoint Management Suite expects a Global Catalog Server as input to Directory Server and a user credential to connect to the Directory Server. Vyapin SharePoint Management Suite will connect to the specified Directory Server using currently logged on user or specific user credential to retrieve AD information.

Once you configure the SharePoint Farm, select AD Settings option from the left menu. The screen will be updated as shown below.



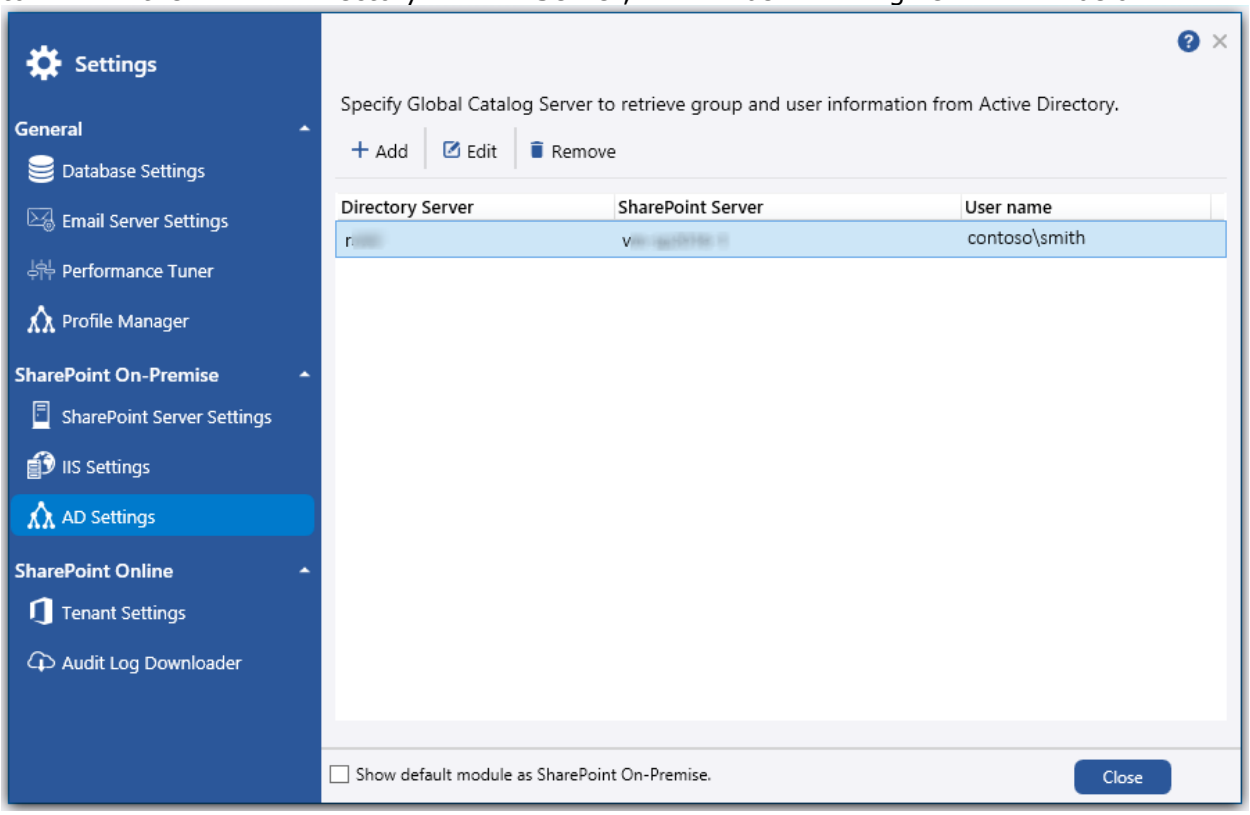

Click + Add to add the Directory Server. The following dialog will appear as shown below:




**Steps:**

1. In that dialog, enter a Directory Server name.
2. Select the SharePoint Server name.

3. Select the option to use currently logged on user or a different user account to connect to the Directory Server, as given below




To connect to Directory Server, Vyapin SharePoint Management Suite uses the relevant user accounts based on the connect option as listed below:

- **Currently logged on user**

  In this option, Vyapin SharePoint Management Suite uses the currently logged on user account to connect to the Directory Server to retrieve AD information while generating the reports.

- **Specific user account**

  In this option, Vyapin SharePoint Management Suite uses the specified user account and password to retrieve AD information while generating the reports. Vyapin SharePoint Management Suite stores the user name and password as a user profile in 'Stored User Names and Passwords' applet for its usage.

**Note: Vyapin SharePoint Management Suite expects the user account to have sufficient privileges to connect to the Active Directory Global Catalog Server, bind to the relevant AD group / user object to retrieve its detailed information from Active Directory.**

4. Click Remove button to remove the server.

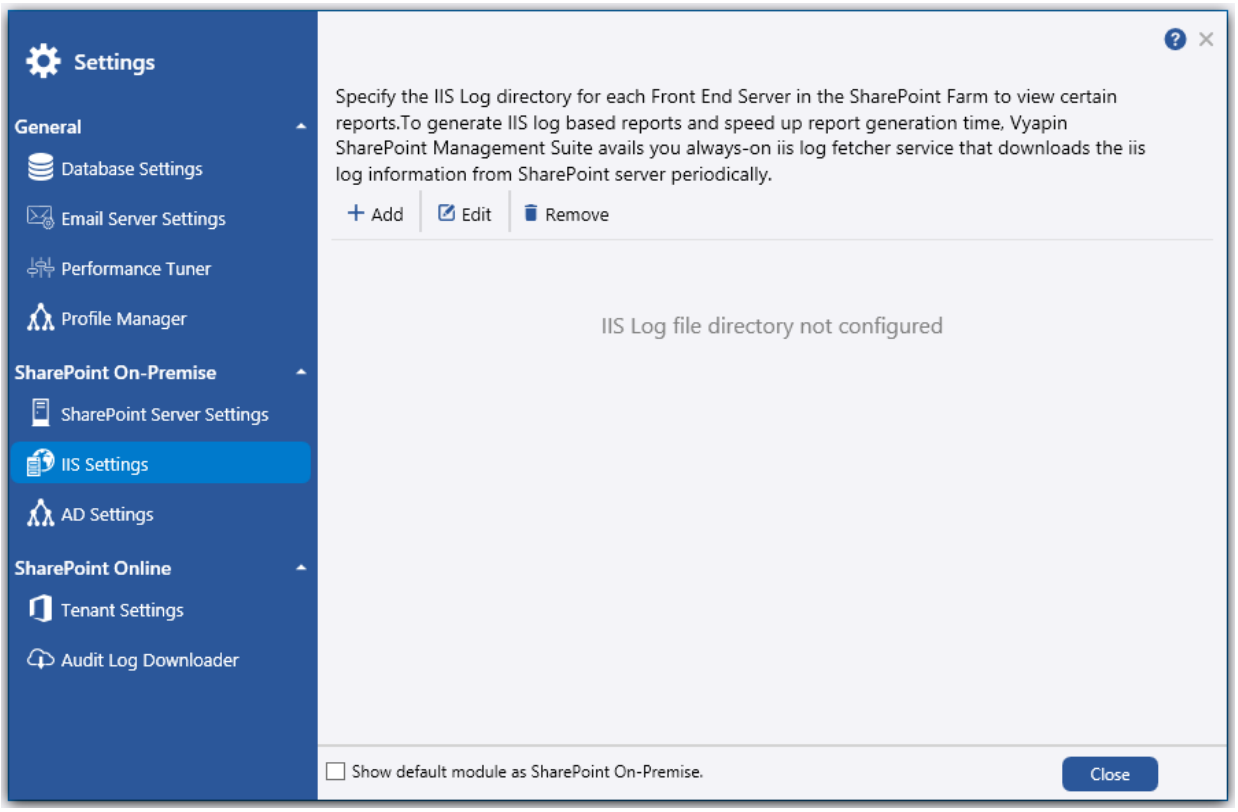
## IIS Settings

Vyapin SharePoint Management Suite requires IIS log files directory to be configured to generate reports such as List Visits, Page Visits, and Page Hits. To generate IIS log based reports Vyapin SharePoint Management Suite avails you always-on IIS log fetcher service that download the IIS log information from the SharePoint server periodically.

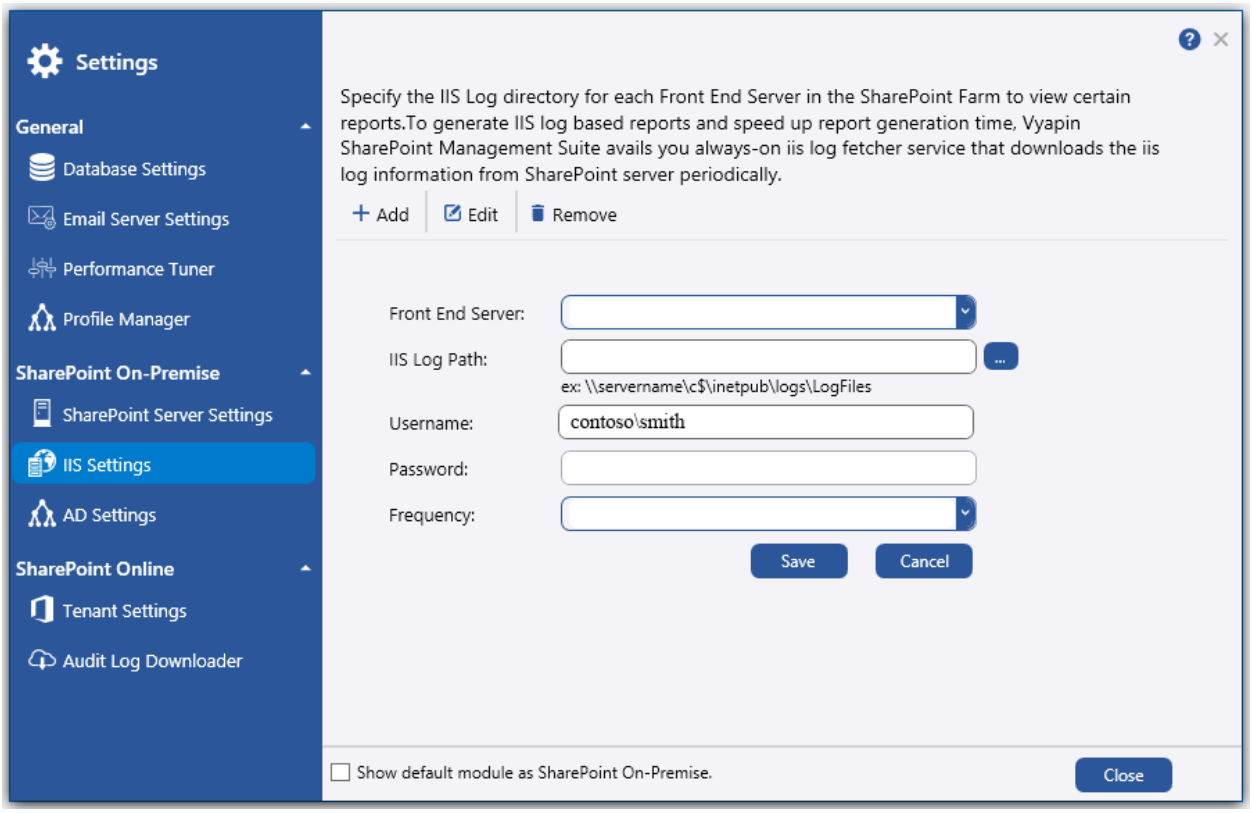
Once you configure the SharePoint Farm:

**Select** on

option in the top left menu. The following screen will be updated as shown below.



Click + Add to add your IIS Log file directory manually. The following dialog will appear as shown below:

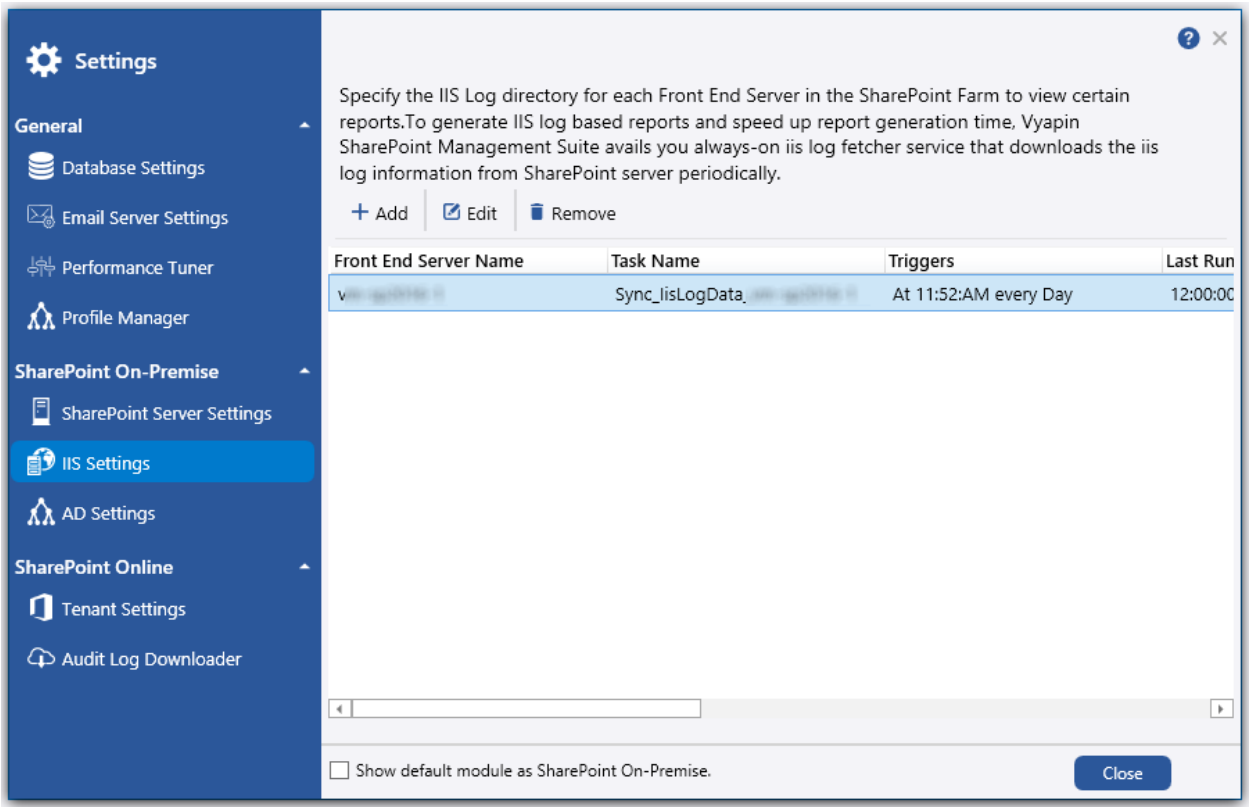



**Steps:**

1. In that dialog, select or enter a **Front-end web server name**.
2. Enter the **IIS Log Path** for the specified front-end server. Use UNC format (ex: \\contososerver\c$\inetpub\logs\LogFiles) for log path.
3. Enter the **Username**.
4. Enter the **Password**.
5. Select the **Frequency** time.

6. Click button to add the server and log directory.





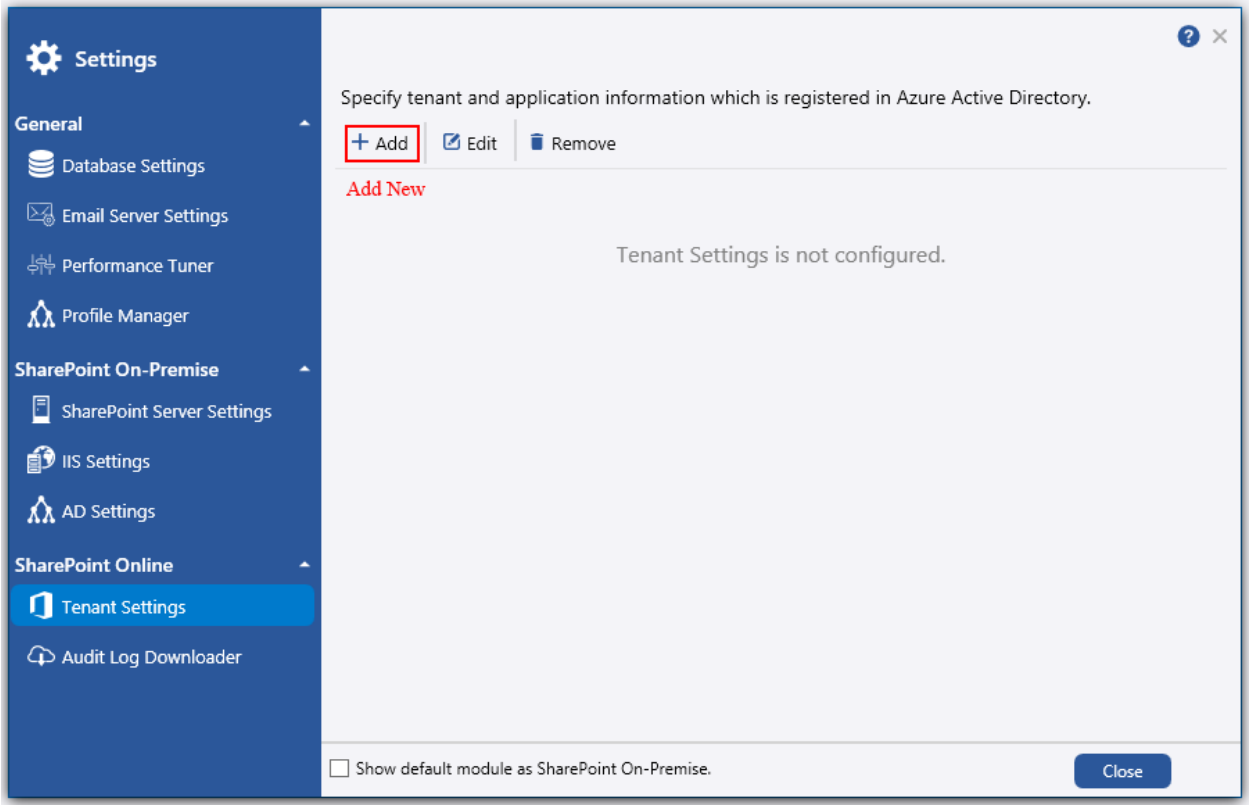
## SharePoint Online

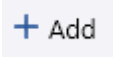
### Tenant Settings

Vyapin SharePoint Management Suite registers its application information to the corresponding Office 365 Azure AD to access the SharePoint Online.

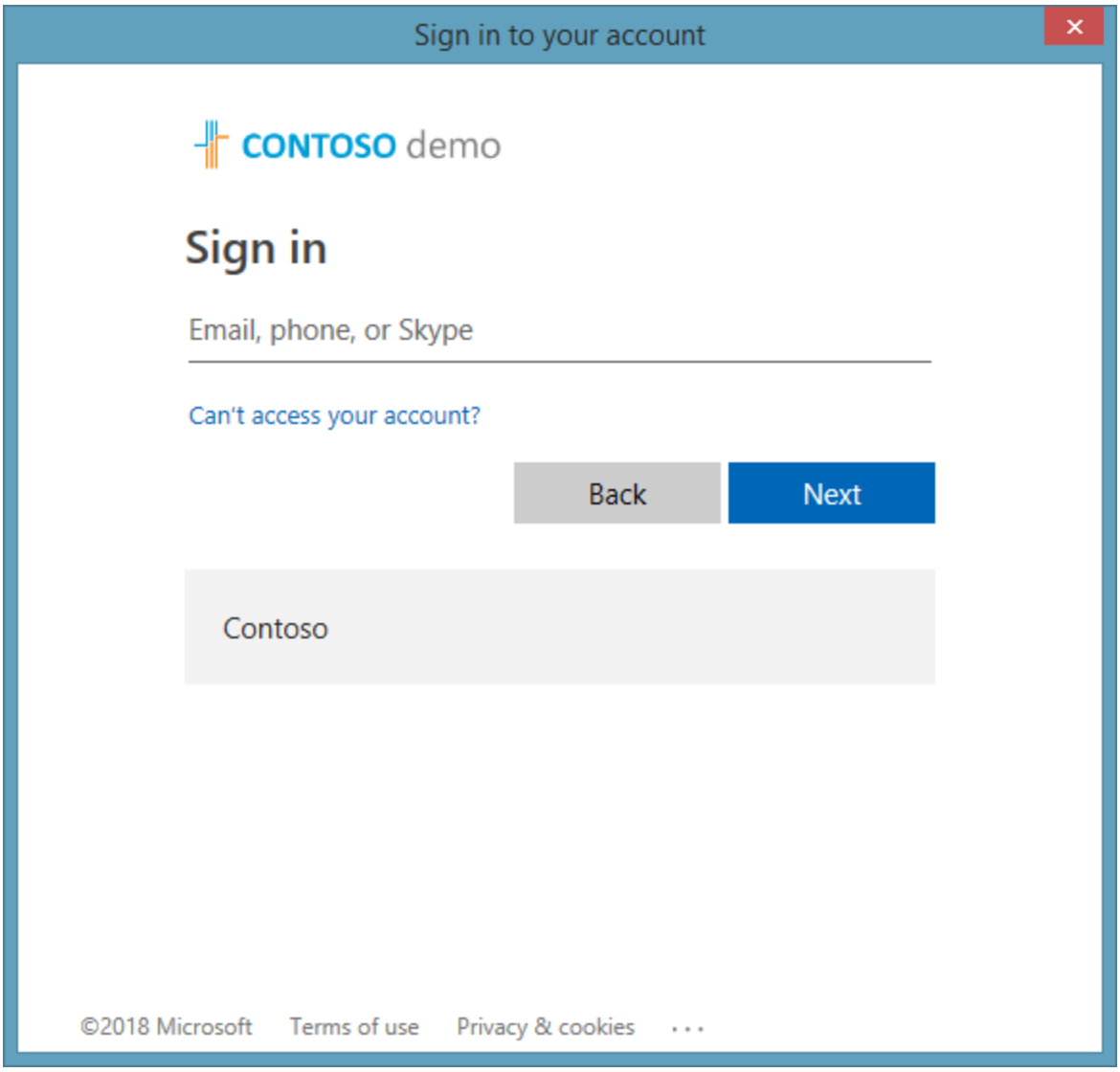
In that dialog, select

option from the left menu. The screen will be updated as shown below.



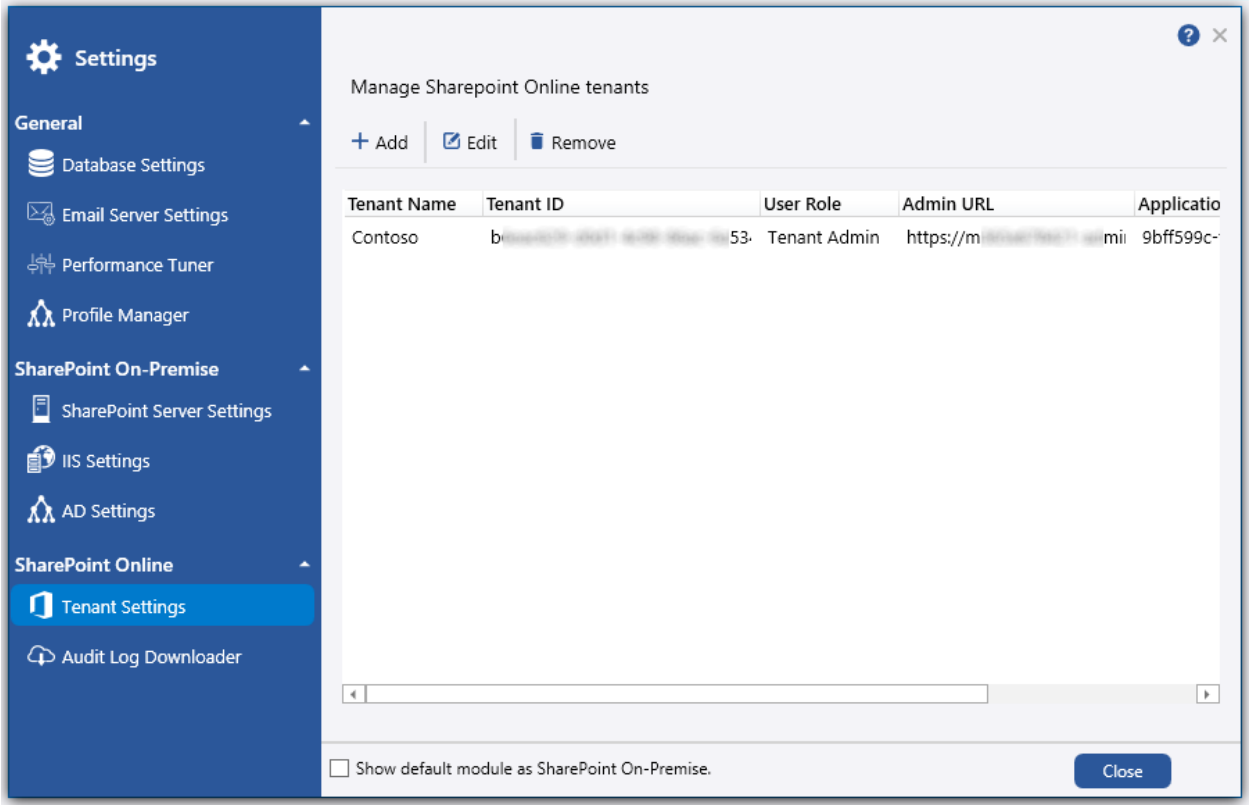

Click 

to add the Tenant Settings. The following dialog will appear as shown below:




Connect to the Office 365 tenant using Global Admin user account which has the following roles:

1. **Application Admin –** to register Vyapin Management Suite (VSMS) in the specified Office 365 tenant.
2. **SharePoint Admin –** to access SharePoint Online information from the specified Office 365 tenant.




Select the tenant from the connected tenant list and Click Remove button to remove the

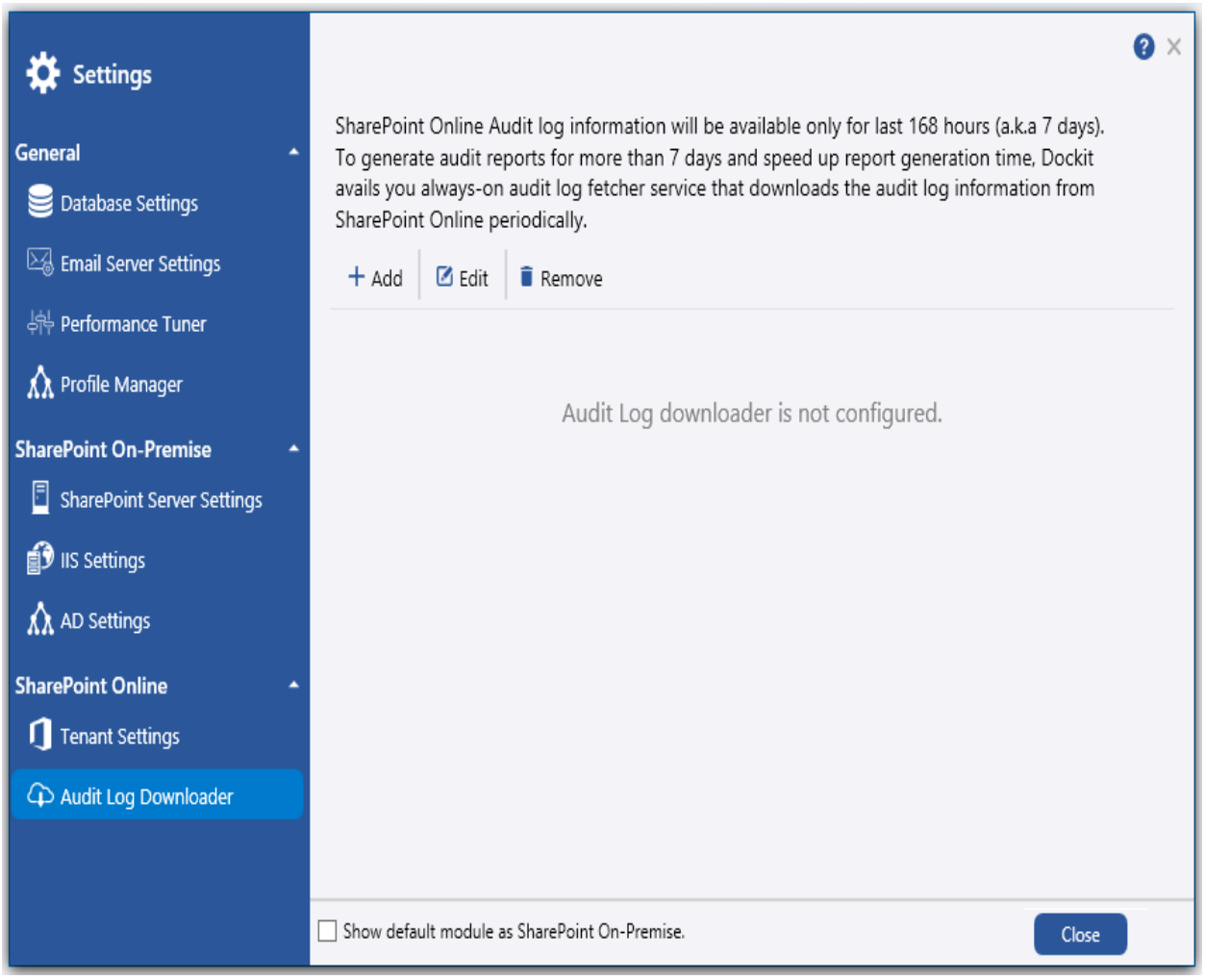
## Audit Log Downloader

SharePoint Online Audit log information will be available only for last 7 days. To generate audit reports for more than 7 days, VSMS avails you always-on audit log fetcher service that downloads the audit log information from SharePoint Online periodically and stores in Application database.

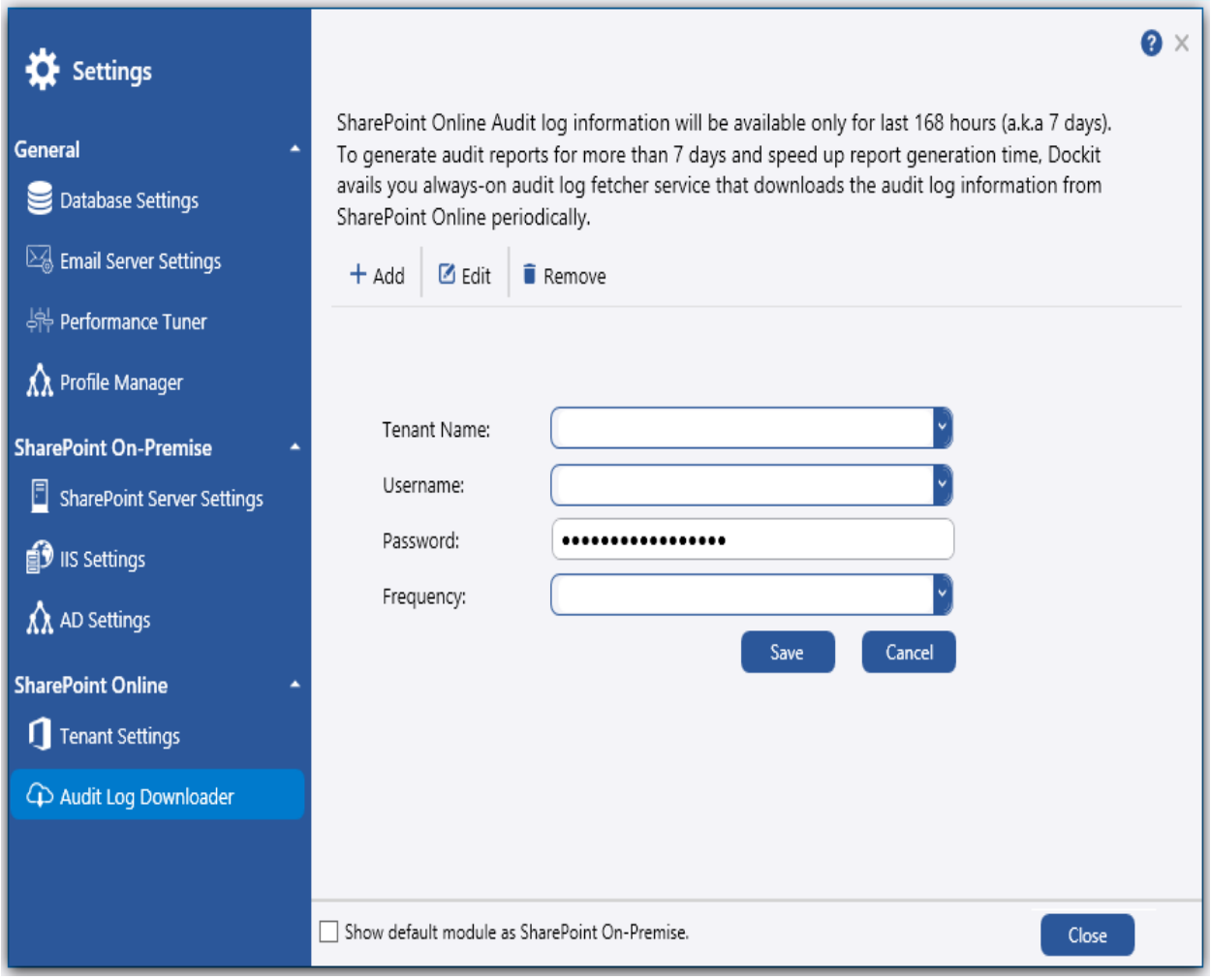
Once you connect the Office 365 Tenant. **Select**

icon in the left.

The following page will appear as shown below.

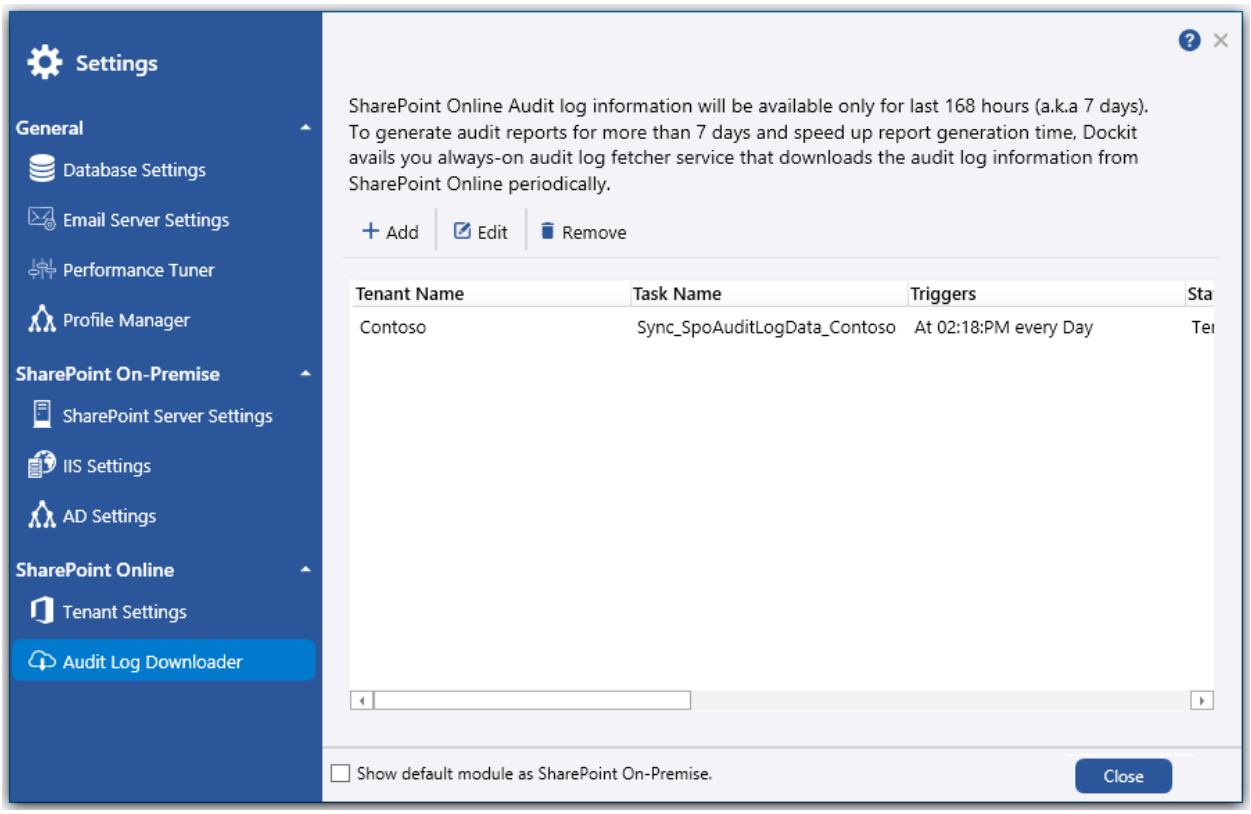


Click + Add to create the schedule the downloader. The following dialog will appear as shown below:




To schedule a download option,

1. In that dialog, select or enter a **Tenant Name**.
2. Enter the **Username**.
3. Enter the **Password**.
4. Select the **Frequency** time.
5. Click Save button to schedule settings.


Settings
General
Database Settings
Email Server Settings
Performance Tuner
Profile Manager
SharePoint On-Premise
SharePoint Server Settings
IIS Settings
AD Settings
SharePoint Online
Tenant Settings
Audit Log Downloader
SharePoint Online Audit log information will be available only for last 168 hours (a.k.a 7 days). To generate audit reports for more than 7 days and speed up report generation time, Dockit avails you always-on audit log fetcher service that downloads the audit log information from SharePoint Online periodically.
Add
Edit
Remove
Tenant Name
Task Name
Triggers
Sta
Contoso
Sync_SpoAuditLogData_Contoso
At 02:18:PM every Day
Ter
Show default module as SharePoint On-Premise.
Close

# Reports

Audit and Compliance Reports

Security Reports

Usage Reports

Inventory Reports

## Audit and Compliance Reports

Vyapin SharePoint Management Suite provides the following built-in reports in the audit and compliance reports category:

| Report Name | Description | Fields |
|---|---|---|
| Audit Checked-In Items | Audit report displays the list items checked-in in the last 'N' days or for the given date range | List Item URL, Item Type, Item Name, Occurred, Performed By |
| Audit Checked-Out Items | Audit report displays the list items checked-out in the last 'N' days or for the given date range | List Item URL, Item Type, Item Name, Occurred, Performed By |
| Audit Copied Items | Audit report displays the list items that are copied to another location in the last 'N' days or for the given date range | Source URL, Source Item Name, Destination URL, Destination Item Name, Occurred, Performed By |
| Audit Custom Events | Audit report displays information about the custom events occurred in the list items including changes in workflow settings in the last 'N' days or for the given date range | List Item URL, Item Type, Item Name, Event Name, Event Data, Occurred, Performed By, Performed By ID |
| Audit Deleted Lists | Audit report displays the deleted lists in each site in the last 'N' days or for the given date range | Web URL, Web Title, Deleted List, Occurred, Performed By |
| Audit Deleted Sites | Audit report displays the deleted sites in the last 'N' days or for the given date range | Web URL, Web Title, Deleted Site, Occurred, Performed By |
| Audit Group Member Changes | Audit report displays the list of newly added/deleted members in a Group in the last 'N' days or for the given date range | Web URL, Web Title, Action Performed, User Name, Group Name, Occurred, Performed By |
| Audit Item Actions | Audit report displays the list of created, deleted, and updated in the last 'N' days or for the given date range | List Item URL, Item Type, Item Name, Action, Occurred, Performed By |

| | | |
|---|---|---|
| Audit Log Trimming ( SharePoint2016 / SharePoint 2013 ) | Audit report displays the audit events that are deleted from SharePoint Database in the last 'N' days or for the given date range | Web URL, Web Title, Number of Rows Deleted, Date Last Deleted, Occurred, Performed By, Performed By ID |
| Audit Page Visits | Audit report displays the web pages visited in each site in the last 'N' days or for the given date range | Web URL, Web Title, Page URL, Occurred, Performed By |
| Audit Permission Changes | Audit report displays the permission changes performed in Groups/Users in each site in the last 'N' days or for the given date range | Audit URL, Event , Group/Users ID, Groups/Users, Display Name, Old Permission, New Permission, Changes in Permission, Occurred, Performed By |
| Audit Permission Level Changes | Audit report displays permission levels changed in each site in the last 'N' days or for the given date range | Web URL, Web Title, Event, Audit Location, Permission Level ID, Permission Level, Old Base Permissions, New Base Permissions, Occurred, Performed By |
| Audit Profile Changes (Only for SharePoint on-premises) | Audit report displays the changes details about the content types in the connected list in the last 'N' days or for the given date range | List URL, List Name, Content Type Name, Group Name, Occurred, Performed By |
| Audit Renamed Items | Audit report displays the list items that are renamed in the last 'N' days or for the given date range | List URL, List Name, Old Name, New Name, Occurred, Performed By |
| Audit Restored Items | Audit report displays the list of items that are restored from the Recycle Bin in the last 'N' days or for the given date range | List Item URL, Item Type, Item Name, Occurred, Performed By |
| Audit Search(Only for SharePoint on-premises) | Audit report displays the search queries and scope used in each site in the last 'N' days or for the given date range | Web URL, Web Title, Query, Search Scope, Occurred, Performed By |
| Audit Settings Changes(Only for SharePoint on-premises) | Audit report displays information about the audit settings changed in the site collection in the last 'N' days or for the given date range | Web URL, Web Title, Old Settings, New Settings, Occurred, Performed By, Performed By ID |

| | | |
|---|---|---|
| Audit Visited Items | Audit report displays the list items visited in the last 'N' days or for the given date range | List Item URL, Item Type, Item Name, Occurred, Performed By, Display Name, Full Name, Designation, Company Name |
| Checked Out Documents (Library only) | Displays the list of documents that are checked out in a library | List Item URL, Item Name, Created By, Created Date, Size (in MB), Checked Out By, Checked Out Date, Check Out Status |
| Farm Features(Only for SharePoint on-premises) | Displays farm activated features and its dependency details | Feature Name, Feature Folder Name, Description, Action Dependency Feature, Hidden, Version |
| Last Deleted Items | Displays the list of items that are Deleted in last 'N' days or for the given date range | List Item URL, Item Name, Deleted By - User Name, Deleted By - Display Name, Deleted Date, Created By - User Name, Created Date, Last Modified By - User Name, Last Modified Date, Size (in MB) |
| Last Modified Items | Displays the list of items that are Modified in last 'N' days or for the given date range | List Item URL, Item Name, Modified By - User Name, Modified By - Display Name, Modified Date, Size (in MB)) |
| Newly Added Items | Displays the list of items that are created in last 'N' days or for the given date range | List Item URL, Item Name, Created By - User Name, Created By - Display Name, Created Date, Size (in MB) |
| Sandboxed Solutions (SharePoint 2016 / SharePoint 2013) | Displays the solution's resource usage and its status details | Web Application, Site Collection URL, Solution Name, Solution ID, Created By, Modified By, Created Date, Modified Date, Solution Status, Resource Quota , Total Average Resource Usage(Last 14 days), Total Current Resource Usage(Today) |
| Site Collection Features | Displays information about activated features and its dependency details in site collections | **Office 365:** Tenant, Site URL, Feature Name, Feature Folder Name |
| Site Features | Displays information about activated features and its dependency details in each site | **Office 365:** Tenant, Site URL, Title, Feature Name, Feature ID |

| | | |
|---|---|---|
| Web Application Features<br>(Only for SharePoint on-premises) | Displays information about activated features and its dependency details for all web applications | Web Application, Feature Name, Feature Folder Name, Description, Action Dependency Feature, Hidden, Scope, Version |
| Web Application User Permissions(Only for SharePoint on-premises) | Displays user permissions defined for each web application | Web Application, User Permissions |
| Web Part Pages Security(Only for SharePoint on-premises) | Displays security information for web parts and web part pages in each web application | Web Application, Allow Web Parts To Communicate, Allow Access To Web Part Catalog, Allow Contributors To Edit Scriptable Web Parts |
| User Visits | Displays information about the objects that specified user has accessed. | User Name, Url, Title, Visited On, Type |

## Security Reports

Vyapin SharePoint Management Suite provides the following built-in reports in the security reports category

| Report Name | Description | Fields |
|---|---|---|
| Authentication Providers (Only for SharePoint on-premises) | Displays the Authentication Providers configured in the Web Application | Web Application, Zone, Allow Anonymous, Authentication Mode, Allow Client Object Model Requires Use RemoteAPIs Permission, Enable Client Integration, Disable Kerberos, Allow Use Basic Authentication |
| Disabled Users in AD (Only for SharePoint on-premises) | Displays information about disabled users in active directory and their access rights in SharePoint | **Active Directory Information:** Login Name, Display Name, Email, Job Title, Permissions Count (Objects)<br><br>**SharePoint Information:** URL, Title, Type, Permission Inherited From, Permission Levels |
| Deleted Users in AD (Only for SharePoint on-premises) | Displays information about deleted users in active directory and their footprints in SharePoint | **Active Directory Information:** Login Name, Display Name, Email, Job Title, Permissions Count (Objects)<br><br>**SharePoint Information:** URL, Title, Type, Permission Inherited From, Permission Levels |
| Effective Permissions of Users | Displays the effective permissions of the given users/groups defined in each objects. | **Office 365:** User/Group, Display Name, Email, URL, Item Type, Account Type, Permissions Inherited From, Permission Levels, Description, Object Type<br><br>**On-Premises:** User/Group, Display Name, Email, URL, Item Type, Title, Account Type, Permission inherited |

| | | |
|---|---|---|
| | | from, Permission levels, Description |
| List Items with Empty Permission | Displays information about list items that have no permissions granted or only limited access permission in each list. | List Item URL, Item Name, Created Date, Modified Date |
| List Items with Unique Permissions | Displays information about list items with unique permission in each list | List Item URL, Item Name, Created Date, Modified Date, Groups/Users, Display Name, Permission Levels |
| Lists with Empty Permission | Displays information about lists that have no permissions granted or only limited access permission in each site | **Office 365:**List URL, List Title, Created Date, Modified Date, Number of List Items, Description<br><br>**On-Premises:** List URL, List Title, Created Date, Modified Date, Number of List Items |
| Sites with Empty Permission | Displays information about sites that have no permissions granted or only limited access permission | Web URL, Web Title, Created Date, Modified Date, Number of Sub-webs, Number of Lists, Size(in MB), Description |
| Limited Access Permissions | Displays information about users who have no rights in site, but one of its child objects(say Library or Documents) underneath | **User Details:** Login Name, Display Name, Account Type, Email, Job Title, Permissions Count (Objects)<br><br>**Site Details:** URL, Title, Type, Permission Levels |
| List Folders Security | Displays information about the Groups/Users and their permissions assigned to each folder and its sub-folders in the connected list | Folder URL, Folder Name, Base Template, Groups/Users, Display Name, Permission Levels |
| List Item Security | Displays information about the users and their permissions assigned to each list item | **Office 365:**List Item URL, Name, Base Template, Groups/Users, Permission Levels<br><br>**On-Premises:** List Item URL, Item Name, Base Template, Groups/Users, Display Name, Permission Levels |

| | | |
|---|---|---|
| List Permissions | Displays information about list permissions defined for each user / group | List URL, List Name, Base Template, Account Type, Groups/Users, Display Name, Full Name, Designation, Company Name, Description, Group Owner, Permission Levels, Group Members |
| Lists with Unique Permissions | Displays information about lists with unique permissions in each site | **Office 365:** List URL, List Title, Groups/Users, Display Name, Description<br><br>**On-Premises:** List URL, List Title, Groups/Users, Display Name, Permission Levels |
| Inheritance Broken but no changes to Permissions | Displays information about SharePoint objects that have the same permission as its Parent | URL, Type, Title, Parent URL, Parent Title |
| Site Collection Administrators | Displays information about the site collection administrators configured for the site collections | **Office 365:** Tenant, Site Collection URL , Created Date, Admin Type, Admin Name, Admin Login Name, Admin E-Mail<br><br>**On-Premises:** Web Application, Site Collection URL , Created Date, Admin Type, Admin Name, Admin Login Name, Admin E-Mail |
| Site Group Settings | Displays information about groups available in each site | Web URL, Web Title, Group Name, Inherit Permissions, View Membership, Edit Membership, Join/Leave Group, Auto Accept, Permission Levels |
| Site Permission Levels | Displays information about permission levels defined in each site | **Office 365:** Web URL, Web Title, Permission Level, Description<br><br>**On-Premises:** Web URL, Web Title, Permission Level, Description, Permissions |
| Site Permissions | Displays information about site permissions (groups and users) defined in each site | **Office 365:** Web URL, Web Title, Groups/Users, Account Type, Description, |

| | | |
|---|---|---|
| | | Group Owner, Permission Levels, Members<br><br>**On-Premises:** Web URL, Web Title, Unique, Unique Ancestor, Groups/Users, Display Name, Account Type, Description, Group Owner, Permission Levels, Members |
| Site Security | Displays site security information like allow anonymous access, authentication mode etc. | **Office 365:**Contains Confidential Info, External Sharing Tips Enabled, Inherits Role Assignments, Inherits Role Definitions, Request Access Enabled, Request Access E-Mail<br><br>**On-Premises:** Web URL, Web Title, Allow Anonymous Access, Anonymous State, Allow Unsafe Updates, Authentication Mode, Has External Security Provider, Inherits Role Assignments, Inherits Role Definitions, Request Access Enabled, Request Access E-Mail |
| Sites with Unique Permissions | Displays information about sites that have exclusive permissions granted | **Office 365:** Web URL, Web Title, Groups/Users, Display Name<br><br>**On-Premises:** Web URL, Web Title, Groups/Users, Display Name, Permission Levels |
| Inaccessible Objects | Displays information about the objects which are inaccessible to the specified user. | URL, Title, Display Name, Login Name, Email, Type |

## Usage Reports

Vyapin SharePoint Management Suite provides the following built-in reports in the usage reports category:

| Report Name | Description | Fields |
|---|---|---|
| Content Alerts | Displays information about all the alerts created for notifying the changes | Web URL, Web Title, List URL, List Name, Item Name, Alert Title, Owner, Set for, Alert Type, Alert Filter, Alert Frequency, Delivery Method(s), Alert Status, Email Recipient, Alert Day, Alert Time |
| Content Databases (Only for SharePoint on-premises) | Displays properties of the content databases in each web application | Web Application, Database Name, Database Status, Database Server, Exists in Farm, Attached To Farm, Current Number of Sites, Site Level Warning, Maximum Number of Sites, Disk Size Required For Backup (in MB) |
| Content Type Utilization | Displays information about content types and their usage pattern in each site | **Content Details:** Content Type Name, Parent Name, Group Name, Created In, Usage Count<br><br>**Site Details:** URL, Title, List Item Usage Count, Total List Items Count, List Items Share (in %) |
| Document Hits (Only for SharePoint Online) | Displays information about number of times a document has been accessed in the last 'N' days or for a given date range | Item Name, Item URL, List Name, List URL, Total Hits, Last Accessed Date, Last Date Accessed Hits |
| File Types | Displays the file types available in the document library | List URL, List Name, Base Template, File Type, Count, Total Size (in MB) |

| | | |
|---|---|---|
| Inactive Users | Displays information about users who haven't accessed the site within the given date range | Web URL, Web Title, User Name, Login Name, Groups, Last Visited Date |
| Invited Users - Feature Status | Displays all invited users to the site and their permissions, activation status for SharePoint Enterprise Site Collection feature and Enterprise Site feature | Web URL, Web Title, Enterprise Site Collection Features, Enterprise Site Features, Account Display Name, Account Name, Account Type, Permission Levels |
| List Activity | Displays the first and last activity performed on the list for last 'N' days or for the given date range | List URL, List Name, First Activity - Item Name, First Activity - Item URL, First Activity Date, First Activity - User Name, First Activity - Transaction, Last Activity - Item URL, Last Activity - Item Name, Last Activity Date, Last Activity - User Name, Last Activity – Transaction |
| List Columns | Displays all the columns available in the list | List URL, List Name, Base Template, Column Source, Column Name, Type, Description, Required, Default Value, Enforce Unique Values, Read-only Field, version |
| List Hits | Displays the information about number of times a list has been visited in the last 'N' days or for the given date range | List URL, List Name, Total Hits, Last Accessed Date, Last Accessed Date Hits |
| List Hits - Monthly Usage | Displays the information about number of times a list has been visited in the last N months or for the given date range | Web URL, Web Title, List Name, Total Hits, Month1, Month2,....., MonthN |
| List Item Metadata (Only for SharePoint on-premises) | Displays information about metadata of the list item | Web URL, Web Title, List URL, List Name, Item URL, Item Name, Column 1, Column 2, ..., Column n |
| List Item Summary | Displays summary information about the list items such as created by, created date, size etc. | List Item URL, Item Name, Base Template, Created By, Created Date, Modified By, Modified Date, Has Published Version, Content Type, Attachments, Size (in MB) |

| | | |
|---|---|---|
| List Summary | Displays summary information about the list such as size, number of users, number of columns, etc. | List URL, List Name, Base Template, Number of Columns, Number of Users, Number of Folders, Number of Items, List Size (in MB), Author, Created Date, Last Modified Date, Last Item Deleted Date |
| List Views | Displays all the views available for the list | **Office 365:** List URL, List Name, Base Template, View Name, View Type, Default View, Allow Individual Item Checkboxes, Display Items in Batches, Number of Items to Display<br><br>**On-Premises:**List URL, List Name, Base Template, View Name, View Type, Default View, Allow Inline Editing, Allow Individual Item Checkboxes, Display Items in Batches, Number of Items to Display |
| List Visits | Displays information about the list items that are accessed in last 'N' days or for the given date range | **Office 365:** Tenant, Item URL, Item ID, Total Visit Count, Item Name, Item Visit URL, Visit Count, Action, Visited By, Visited Date<br><br>**On-Premises:** Front-end Web Server, Item URL, Item ID, Total Visit Count, Item Name, Item Visit URL, Visit Count, Action, Visited By, Visited Date, Visited Time |
| List Workflow Settings | Displays information about workflow details in the list | List URL, List Name, Base Template, Workflow Template, Workflow Name, Description, Created Date, Modified Date, Task List, History List, Allow Manual Start, Auto Start Workflow On Item Creation, Auto Start Workflow On Item Change, Permissions |
| List Workflow Status | Displays workflow task details and the various | List Item URL, Item Name, Base Template, Workflow |

| | | |
|---|---|---|
| | workflow status are 'Canceled', 'Completed', 'Error', 'Occurred', 'Failed', 'In Progress' and 'Not Started' for each list item in the list | Status, Workflow Name, Initiator, Started On, Last Run, Task Title, Task Assigned To, Due Date, Task Status, Outcome |
| Managed Metadata Collection | Displays information about term store in the web application | **Office 365:** Tenant, Available Service Applications, Group, Term Set, Term Level 1, Term Level 2, ....., Term Level n<br><br>**On-Premises:** Web Application, Available Service Applications, Group, Term Set, Term Level 1, Term Level 2, ....., Term Level n |
| Page Hits | Displays the number of times a web page has been visited in each site | Web URL, Web Title, File URL, Total Hits, Recent Day, Recent Day Hits |
| Page Hits - Monthly Usage | Displays the number of times a page in a site has been visited in a given month range or all months in the last N months along with last accessed date | Web URL, Web Title, Page URL, Last Accessed Date, Total Hits, Month1, Month2,....., MonthN |
| Page Visits | Displays information about all the pages that are visited in the web application | **Office 365:** Tenant, Site URL, Page URL, User, Client IP Address, Visited Date<br><br>**On-Premises:** Front-end Web Server, Web Application, Site URL, Page URL, User, Client IP Address, Visited Date |
| Publishing Pages and Layouts | Displays information about publishing pages and their layouts in each site | Page URL, Page Title, Size(in KB),Last Modified Date, Last Modified By, Layout URL, Layout Title, Layout Name, Layout Size(in KB),Last Update, Modified By |
| Recycle Bin Summary | Displays recycle bin summary information like item name, total number of items, item type, deleted date, size of deleted item etc. | Web URL, Web Title, Number of Items, ID, Item Name, Item Type, Original Location, Deleted Date, Deleted By, Deleted By ID, Deleted By Email, Created By, Created By ID, Created |

| | | |
|---|---|---|
| | | By Email, Size |
| Site Activity | Displays the first and last activity performed on the SharePoint site for last 'N' days or for the given date range. | Web URL, Web Title, First Activity Date, First Activity - User Name, First Activity - Transaction, Last Activity Date, Last Activity - User Name, Last Activity – Transaction |
| Site Collection Summary | Displays site collection information such as site URL, owner name, email etc. | **Office 365:** Site Collection URL, Created Date, Last Item Modified Date, Last Content Modified Date, Last Security Modified Date, Primary Owner Name, Primary Owner Display Name, Primary Owner E-Mail, Secondary Owner Name, Secondary Owner Display Name, Secondary Owner E-Mail, Number of sub-webs, Number of Users, Number of Groups, Number of Alerts, Automatically Trim the Audit Log, Audit Log Trimming Retention Period<br><br>**On-Premises:** Web Application, Site Collection URL, Created Date, Last Item Modified Date, Last Content Modified Date, Last Security Modified Date, Primary Owner Name, Primary Owner Display Name, Primary Owner E-Mail, Secondary Owner Name, Secondary Owner Display Name, Secondary Owner E-Mail, Number of sub-webs, Number of Users, Number of Groups, Number of Alerts, Automatically Trim the Audit Log, Audit Log Trimming Retention Period, Content Database Name |
| Site Hits Summary | Displays a summary of site visits | Web URL, Web Title, Total Hits, Recent Day, Recent Day Hits |

| | | |
|---|---|---|
| Site Hits Summary - Monthly Usage | Displays the number of times a site has been visited in a given month range or all months in the last N months | Web URL, Web Title, Total Hits, Month1, Month2,....., MonthN |
| Site Summary | Displays site summary information like author, created date, web size(in MB) and number of sub webs etc. | Web URL, Web Title, Author, Created Date, Last Item Modified Date, Web Size (in MB), Cumulative Size (in MB), Number of sub-webs, Number of Users, Number of Groups, Number of Lists, Number of Alerts, Number of Content Types, Number of Site Columns |
| Site Usage Summary | Displays information about the number of sites, lists, list items, storage used by sites, number of visited users, total hits by users in each site | Web URL, Web Title, Created Date, Modified Date, Number of sub-webs, Number of lists, Number of list items, Storage (MB), Total Page Views, Total Hits, Number of visited users, User, User Hits |
| Site Visitors | Displays the number of times users have visited each site. | Web URL, Web Title, User, Total Hits, Recent Day, Recent Day Hits |
| Site Visitors - Monthly Usage | Displays the number of times an user has visited each site in a given month range or all months in the last N months along with last accessed date | Web URL, Web Title, User, Last Accessed Date, Total Hits, Month1, Month2,....., MonthN |
| Stale Documents | Displays information about documents that are not accessed in last N days or within given date range | Document URL, Name, Content Type, Size (in MB), Created Date, Created By, Modified Date, Modified By, Last Visited Date, Last Visited By |
| Stale Lists | Displays information about lists that were not accessed within the given date range in each site | List URL, List Name, Size (in MB), Created Date, Created By, Modified Date, Last Visited Date, Last Visited By |
| Stale Sites | Displays information about sites that were not accessed within the given date range | Web URL, Web Title, Size (in MB), Created Date, Created By, Modified Date, Last Visited Date, Last Visited By |

| | | |
|---|---|---|
| Taxonomy Terms Utilization (SharePoint 2016 /SharePoint 2013 / SharePoint 2010 only) | Displays information about taxonomy terms and their usage in each site | **Term Details:** Term Path, Term, Term Set, Group, Term Store, Term Usage Count<br><br>**Site Details:** URL, Title, Content Type, Column Name, List URL |
| Version History (Only for SharePoint on-premises) | Displays information about all the versions available for each file/item in the list. | **On-Premises:**Item URL, Latest Version, Number of Versions, Created By, Created Date, Version ID, Modified By, Modified Date, Size (in MB), Changed Field, Changed Value |
| Web Application Summary (Only for SharePoint on-premises) | Displays web application information such as application pool name, content database, version etc. | Web Application, Version, Host Name, Port Number, Zone, Allow Anonymous, Authentication Mode, Authentication Provider, Use Secure Sockets Layer, Application Pool Name, Application Pool Status, Identity Type, User Name, Number of Content Databases, Content Databases |
| Web Pages | Displays information about all the web pages that are available in each site | Web URL, Web Title, Web Page Title, Web Page URL, State, Checked-out By, Author, Web Part Title, Is Web Part Closed, Created On, Last Modified, Page Size (in KB), Total Size (in KB) |
| Web Parts Utilization | Displays information about utilization (size, used web pages, etc.) of all the web parts in the site's web part gallery | Web URL, Web Title, Web Part Title, Web Part Name, Web Page Title, Web Page URL, Size (in KB) |

## Inventory Reports

Vyapin SharePoint Management Suite provides the following built-in reports in the Inventory reports category:

| Report Name | Description | Fields |
|---|---|---|
| List Inventory | Displays inventory information about the list. | List Title, List URL, Description, Created Date, Modified Date, List Template, Base type, Number of List Items, File Type, Number of Columns, Permission Type, Permission Level, Groups/Users, Display Name |
| List Item Inventory | Displays inventory information about the list item. | List Name, List Item URL, List Item ID, List Item Title, Author, Created Date, Editor, Modified Date, File Directory, File Type, Version, File Size (in MB), Permission Type, Permission Level, Groups/Users, Display Name |
| Site Collection Inventory | Displays inventory information about the site collection. | Site Title, Site URL, Created Date, Modified Date, UI Version, Description, Cumulative Size (in MB), Number of Sub-Webs, Number of Site Groups, Number of Lists, Number of Content Types, Group Name, Group Members |
| Site Inventory | Displays inventory information about the site. | Site Title, Site URL, Created Date, Modified Date, |

| | | |
|---|---|---|
| | | Description, Number of Columns, Number of Sub-Webs, Number of Lists, Number of Groups, Number of Content Types, Permission Type, Permission Level, Groups/Users, Display Name |

# Using Vyapin SharePoint Management Suite

How to generate a Report for SharePoint On-Premise?

How to generate a Report for SharePoint Online?

Filter data

Export report

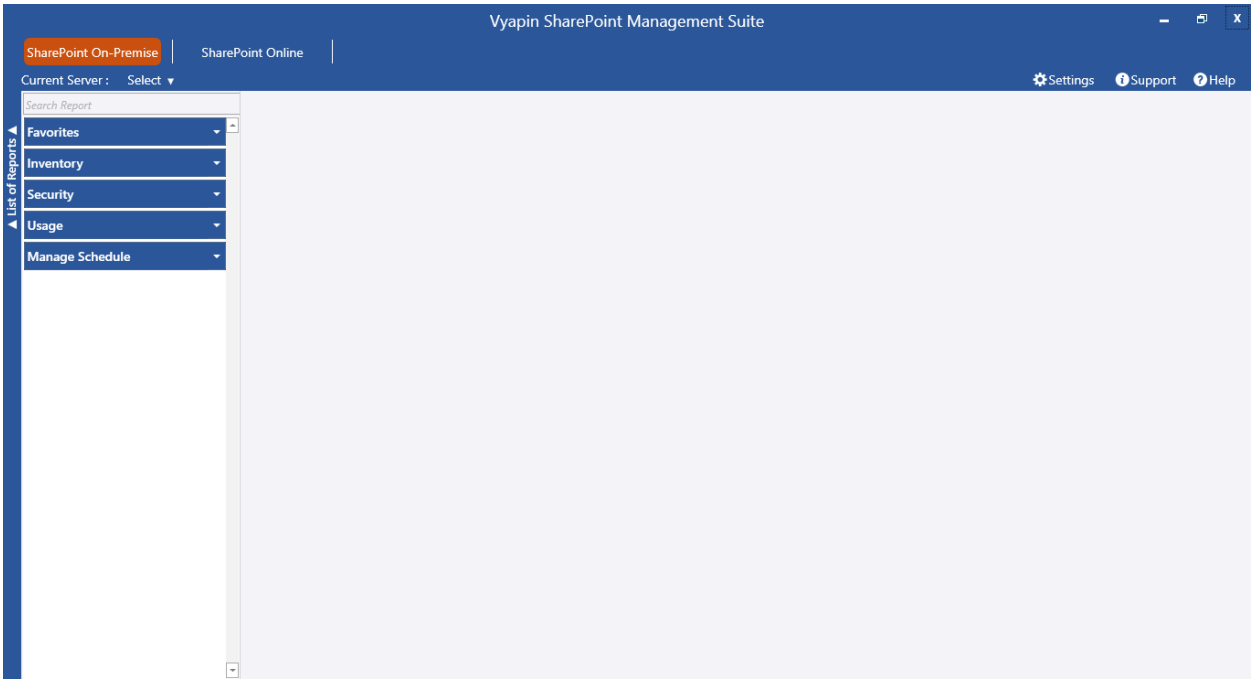
E-mail report

Publish report

## How to generate a Report for SharePoint On-Premise?

You can generate any report available under different categories like Security, Usage, and Inventory.

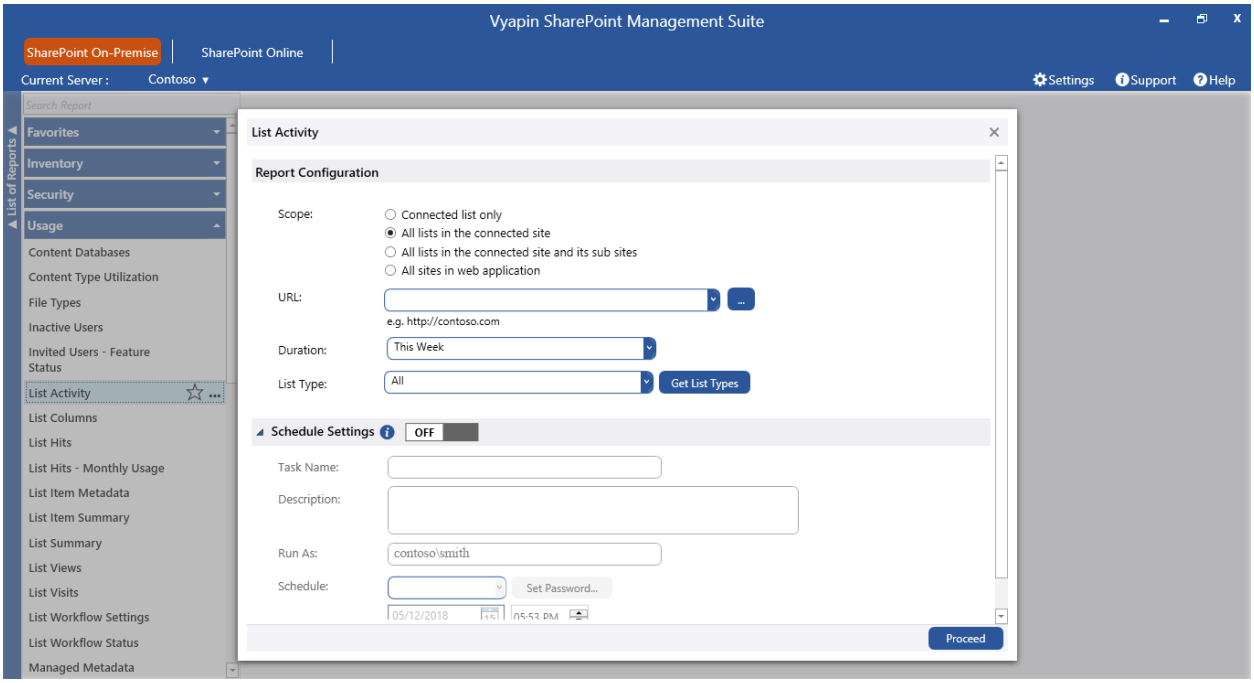
Before you generate any report, configure the application settings in Settings dialog. After configuration, Vyapin SharePoint Management Suite Application will appear as shown below:



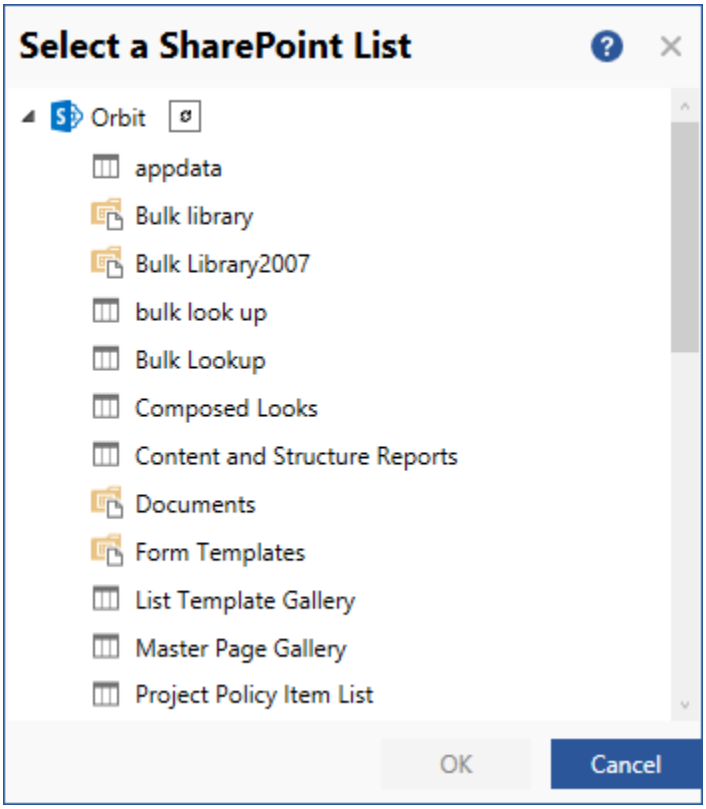

Select the SharePoint Server in the top left corner

.

Select a report in the left side and the report settings page will appear as shown below:

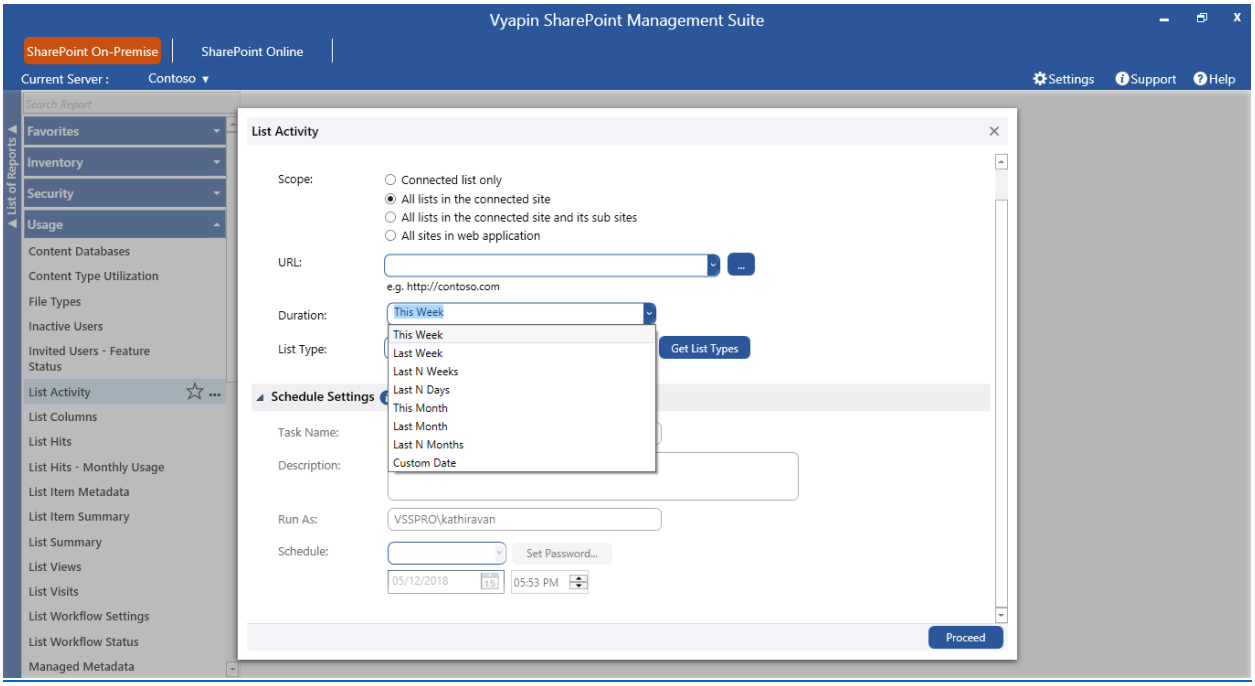



Select or enter a site or list URL in the connected site collection. You can also browse a site or list URL by clicking ... button. Select a **SharePoint List** or **Select a SharePoint Site** dialog will appear as shown below.

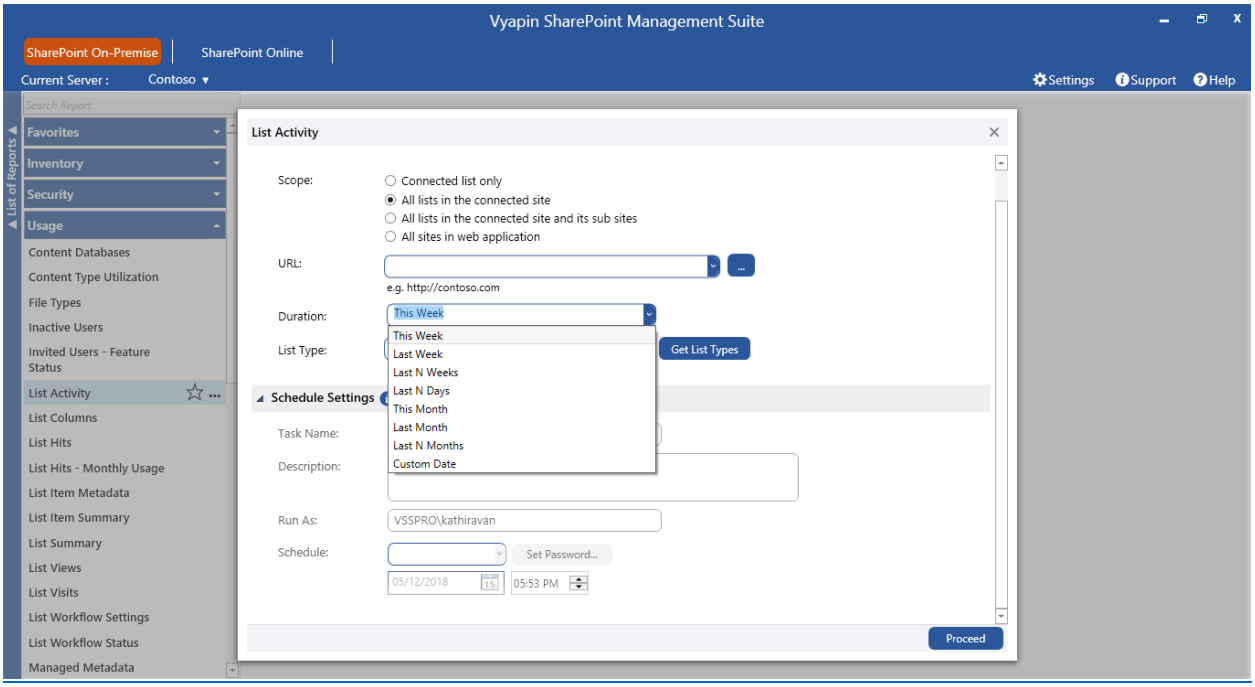


Select any of the following scopes for which you want the report to be viewed:

- **All sites in web application** - Retrieves report information for all lists in the connected web application.
- **All lists in the connected site and its sub-sites** - Retrieves report information for all lists in the connected site and its sub-sites.
- **All lists in the connected site** - Retrieves report information for all the lists in the connected site.
- **Connected list only** - Retrieves report information for the connected list only.




**Click** on the Duration drop-down to see the available date range options (applicable for certain reports only) as shown below:




You can select the required date range to which you want to generate reports.

When you select "All lists in the connected site and its sub-sites" or "All lists in the connected site" or "All sites in web application" option, you can have an option to view the report data only for the lists that belongs to a particular list template (e.g., Document Library, Picture Library).

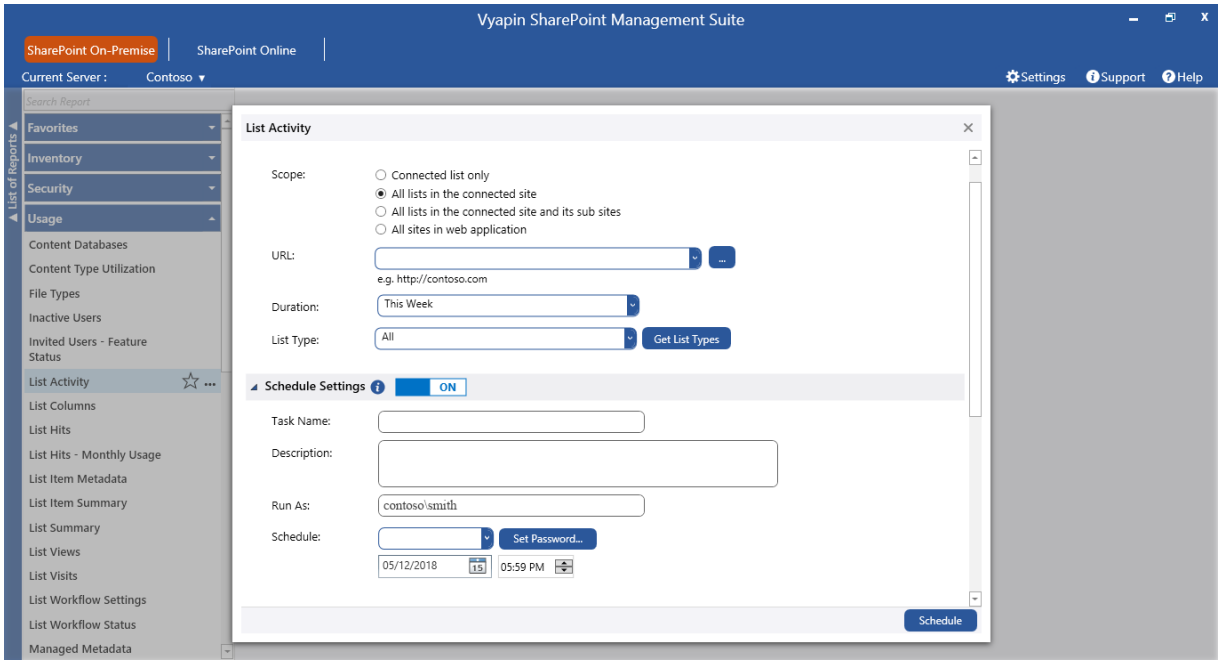
**Click**

Templates button to enumerate all the lists templates that are available in the selected URL. By default, 'All' will be selected, which collects data for all the lists in the site.

**Schedule a Report:**

Vyapin SharePoint Management Suite has a scheduled report generation option which allows the user to schedule multiple reports to be run at same time. This feature facilitates the user to export, publish and email the generated reports at periodic intervals.

To schedule a report, enable the Schedule Settings option as shown below:



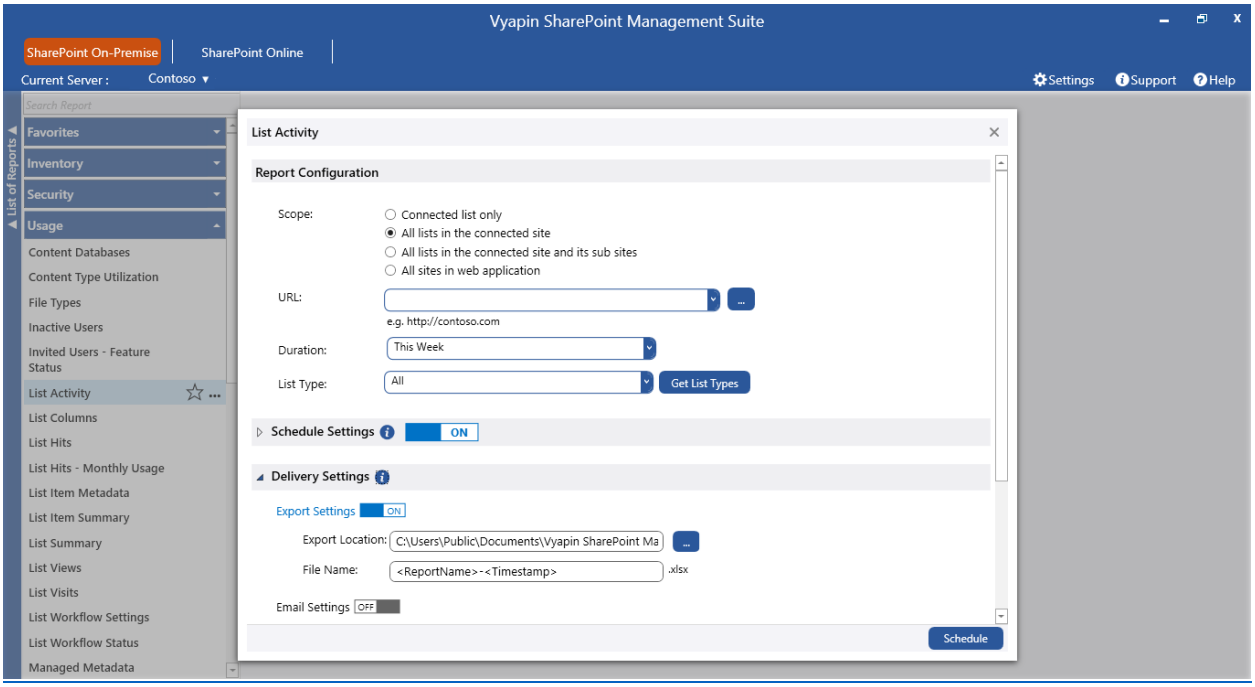

You can schedule a report by using any of the schedule types and set the password to save the schedule settings. Click

button to save the task.

**Report Delivery Options:**

The Report Delivery Options section allows you to export, email and publish the report, apart from viewing it.

Expand the "Delivery Settings" option to specify the settings. This will appear as shown below:




For export, enter the export location and file name using which the report has to be exported.

For email, enter To address and body of the message as Description.

For publish, enter SharePoint library URL as publish location, file name and duplicate options.

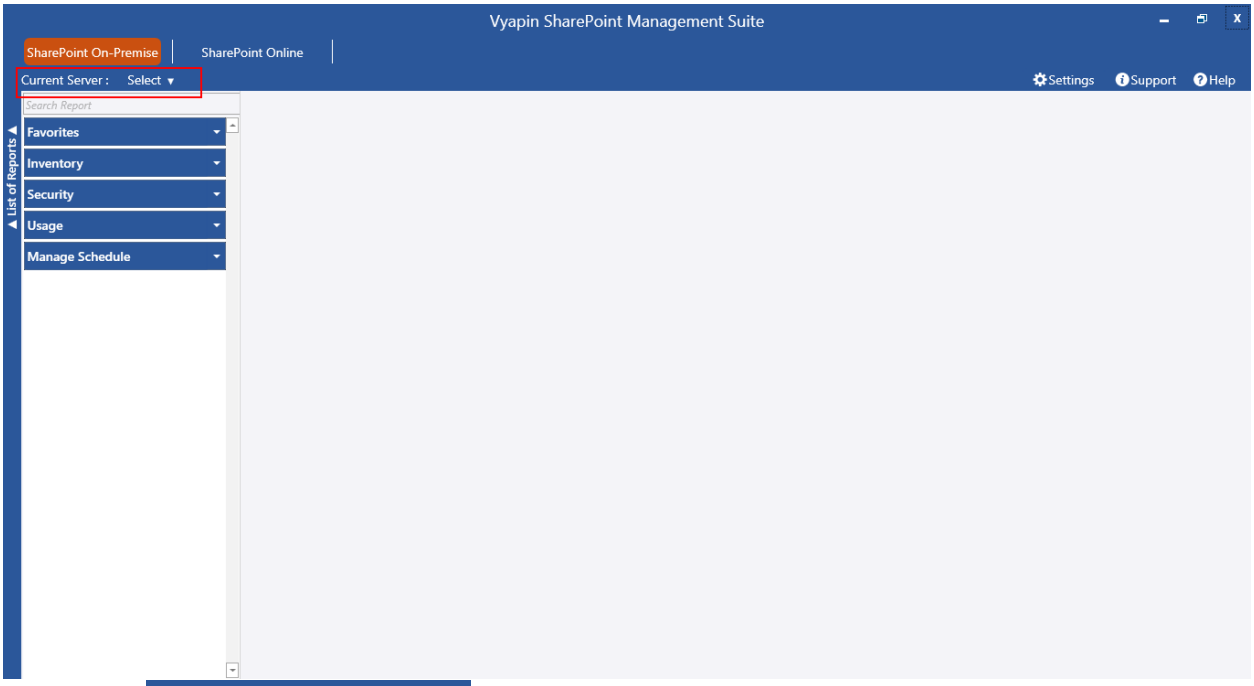
Click

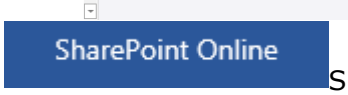
button to view the report and deliver it as per the selected options.

## How to generate a Report for SharePoint Online?

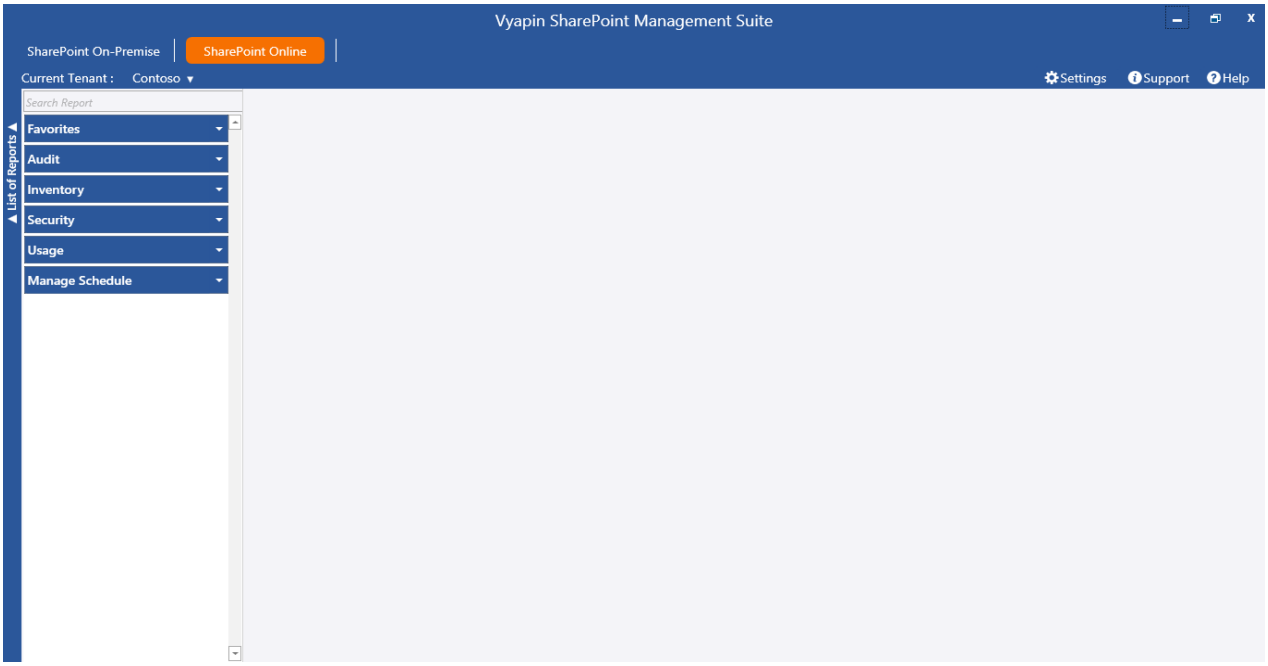
You can generate any report available under different categories like Audit and Compliance and Usage.

Before you generate any report, configure the application settings as in Settings section. After configuration, Vyapin SharePoint Management Suite Application will appear as shown below:



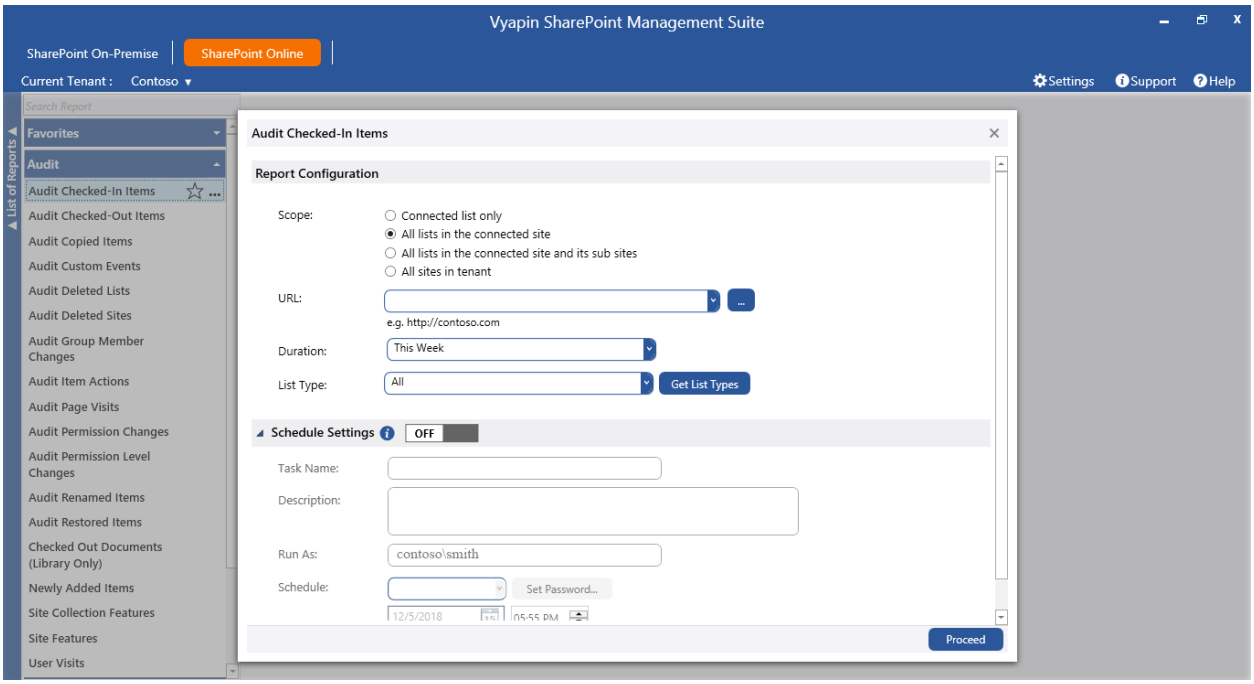

Select the 

SharePoint Online in the top module list.

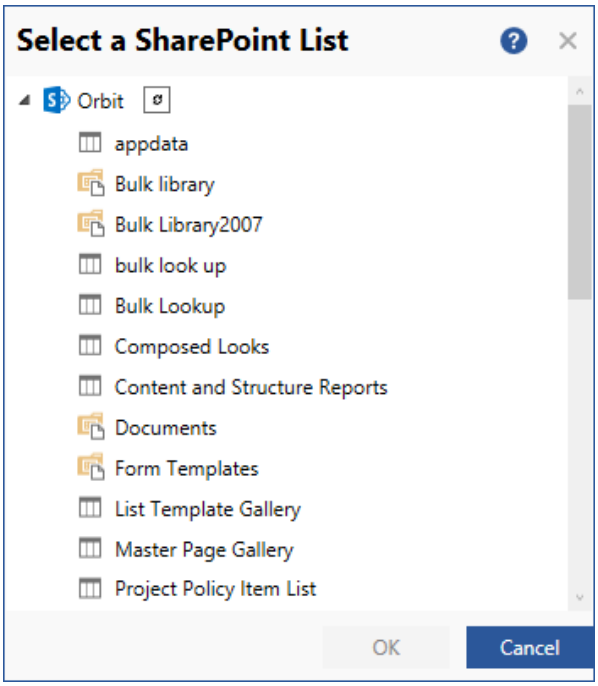


Select the tenant in the top left corner


Select a report in the left side pane and the report settings page will appear as shown below:

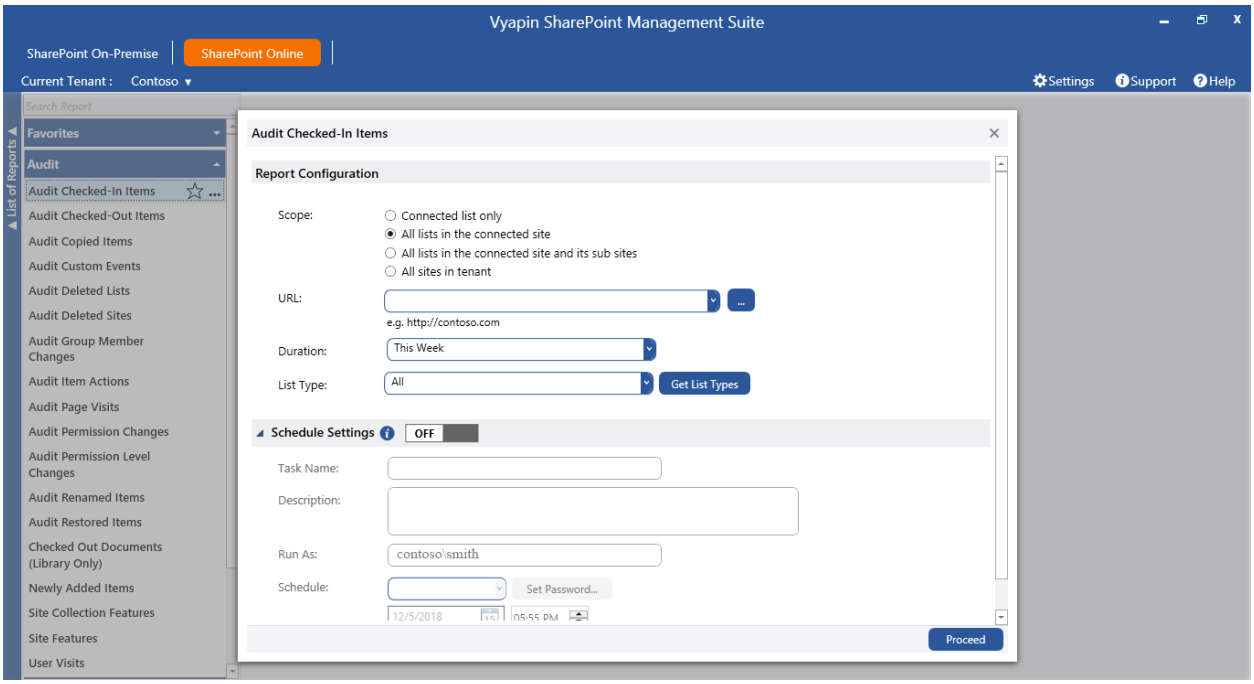



Select or enter a site or list URL in the connected site collection. You can also browse a site or list URL by clicking button. Select a SharePoint List or Select a SharePoint Site dialog will appear as shown below.

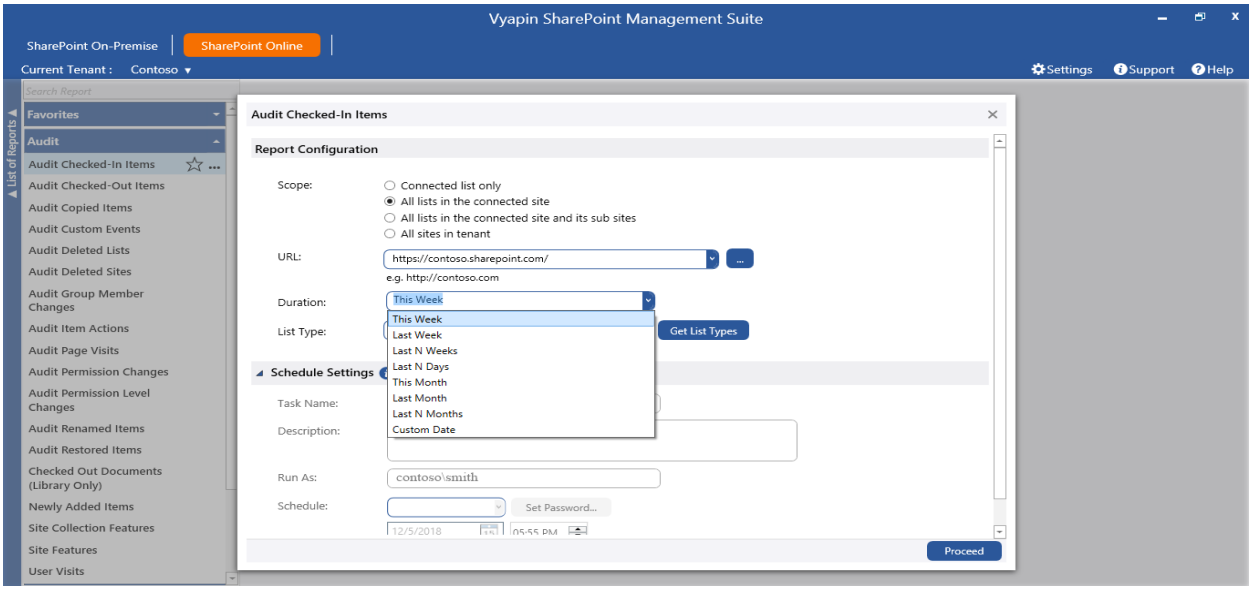


Select any of the following scopes for which you want the report to be viewed:

a) **All sites in Tenant** - Retrieves report information for all lists in the connected Tenant.
b) **All lists in the connected site and its sub-sites** - Retrieves report information for all lists in the connected site and its sub-sites.
c) **All lists in the connected site** - Retrieves report information for all the lists in the connected site.
d) **Connected list only -** Retrieves report information for the connected list only.




Click on the Duration drop-down to see the available date range options (applicable for certain reports only) as shown below:

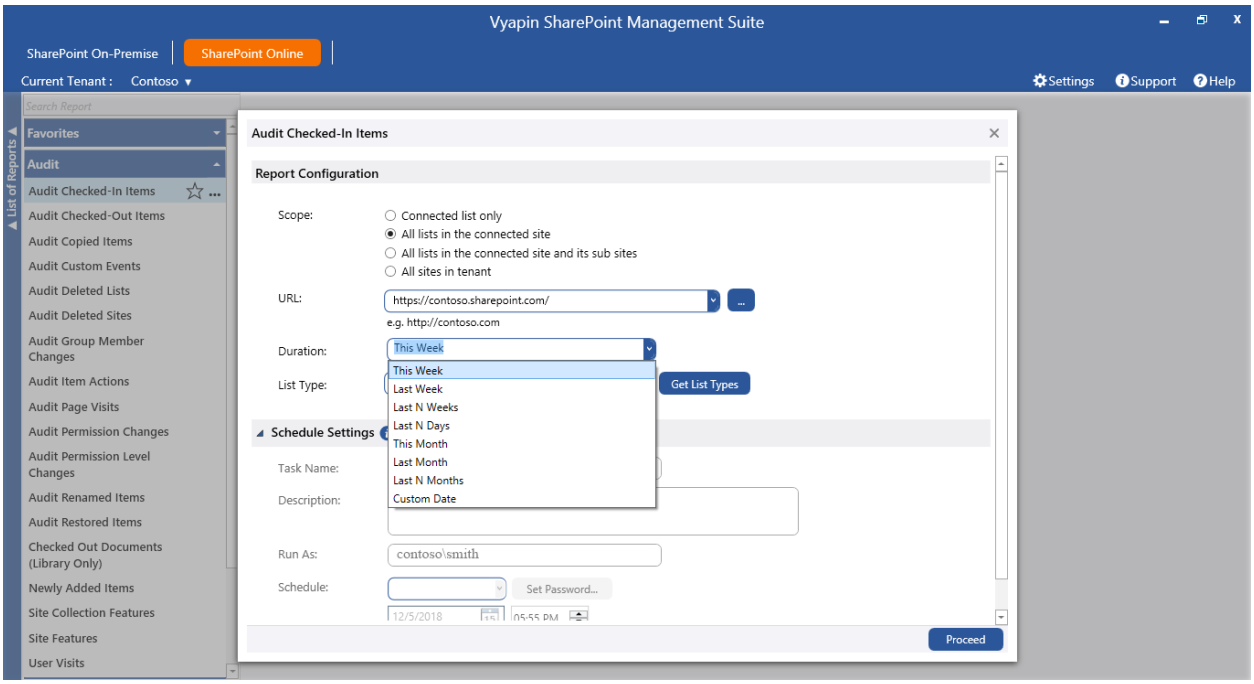


You can select the required date range to which you want to generate reports.

When you select "All lists in the connected site and its sub-sites" or "All lists in the connected site" or "All sites in Tenant" option, you can have an option to view the report data only for the lists that belongs to a particular list template (e.g., Document Library, Picture Library).

Click

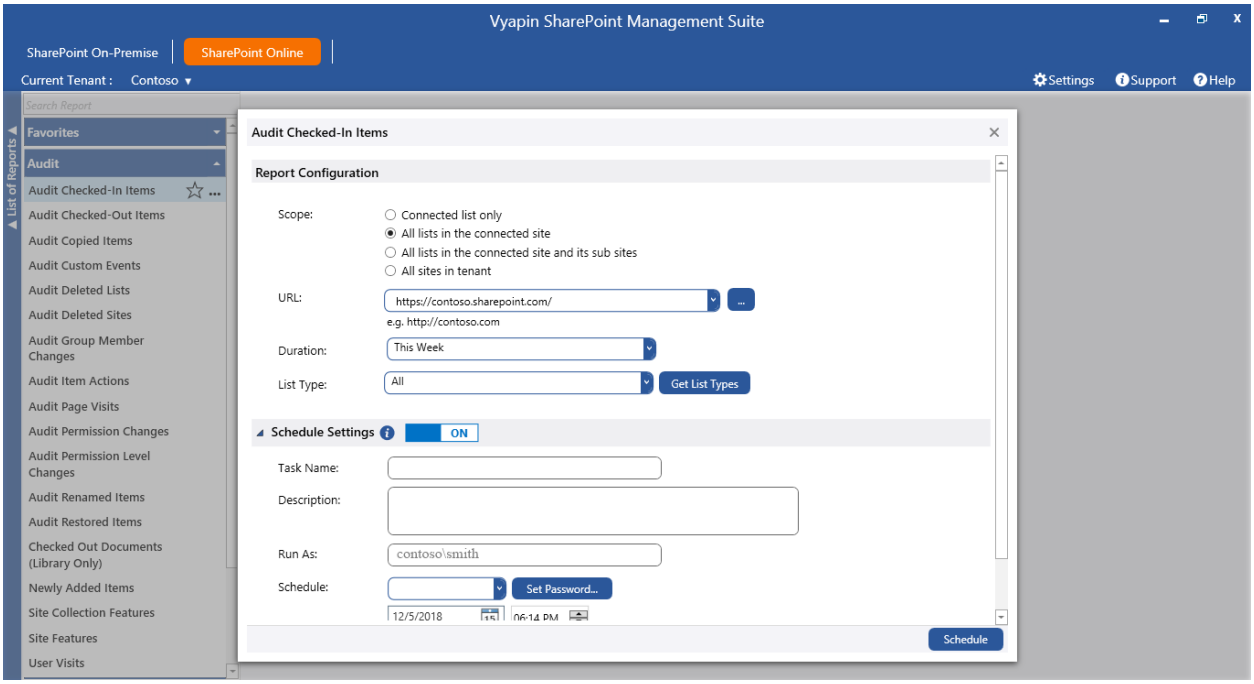
button to enumerate all the lists templates that are available in the selected URL. By default, 'All' will be selected, which collects data for all the lists in the site.

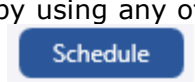



**Schedule a Report:**

Vyapin SharePoint Management Suite has a scheduled report generation option which allows the user to schedule multiple reports to be run at same time. This feature facilitates the user to export, publish and email the generated reports at periodic intervals.

To schedule a report, enable the Schedule Settings option as shown below:



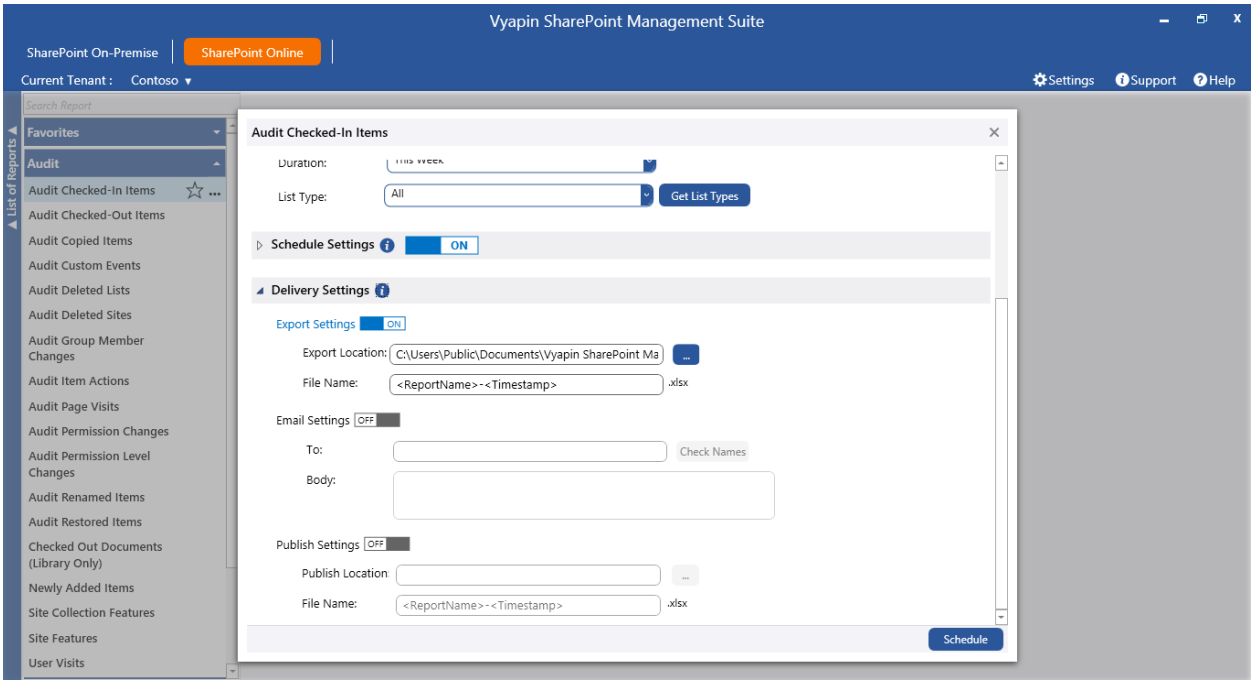

You can schedule a report by using any of the schedule types and set the password to save the schedule settings. Click 

button to save the task.

**Report Delivery Options:**

The Report Delivery Options section allows you to export, email and publish the report, apart from viewing it.

Expand the "Delivery Settings" option to specify the settings. This will appear as shown below:




For export, enter the export location and file name using which the report has to be exported.

For email, enter To address and body of the message as Description.

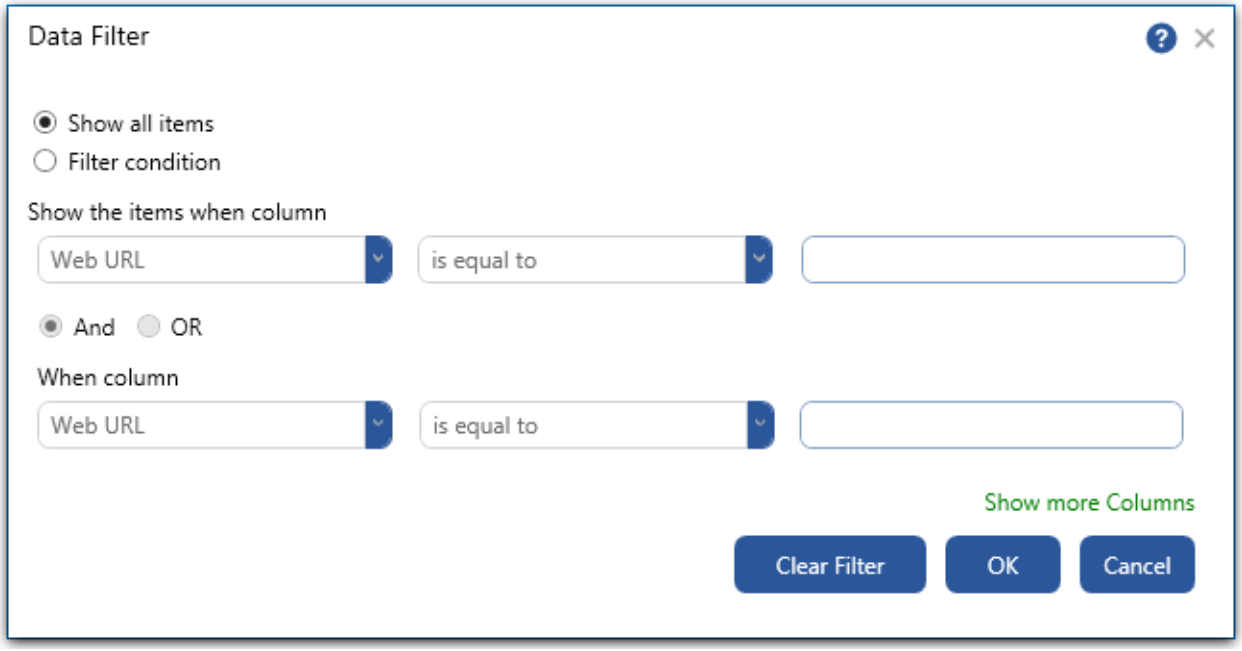
For publish, enter SharePoint library URL as publish location, file name and duplicate options.

Click

button to view the report and deliver it as per the selected options.

## Filter Data

Click button in the top of the report data to specify the conditions for filtering the report data.



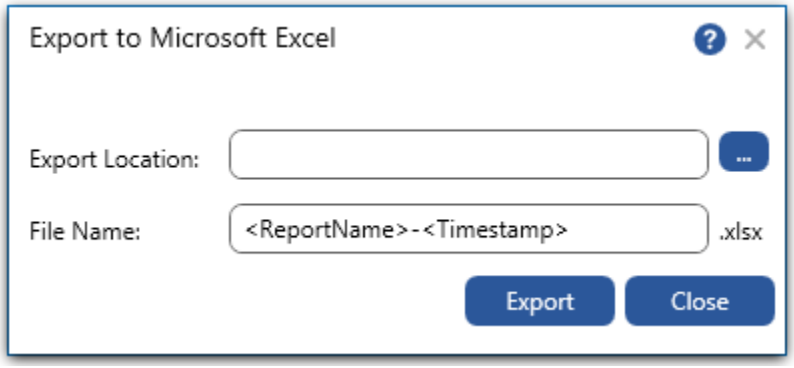

Select a column from the drop-down and enter a value for filtering the report data. Click OK button to view the filtered report.

You can apply filter for more than one column by using "And" and "Or" operators.

Click to know the details about the previously applied filter values (or) to clear the filter values.

## Export Report

You can export the generated report in Excel format. For export, click button in the top pane in the report window. Export Options dialog will appear as shown below:




**Steps:**

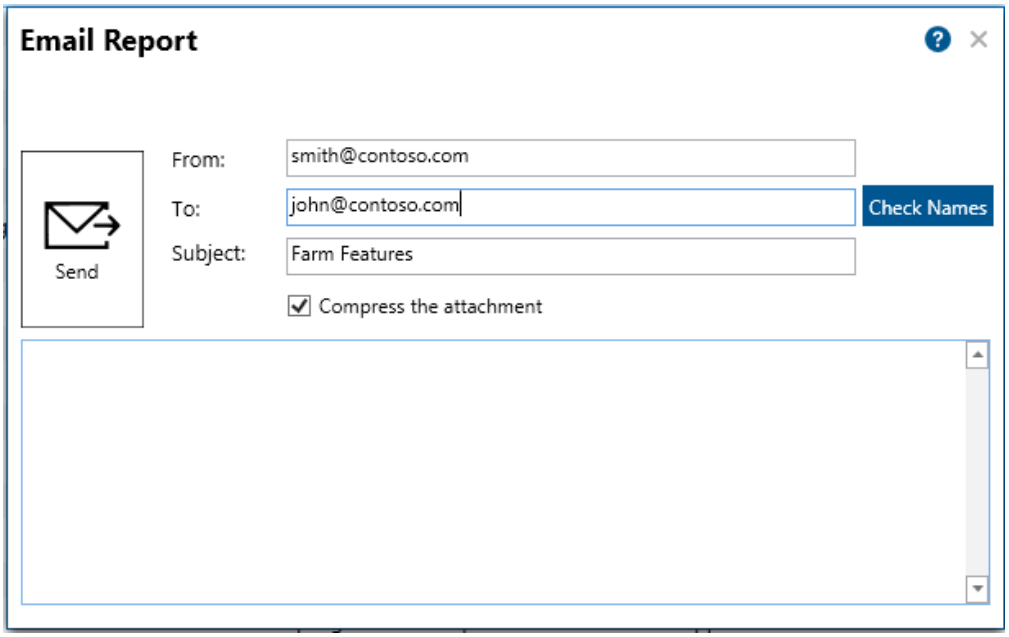
1. Select or enter a valid export location, where the report should be stored.
2. Click Export button to save the report in the specified path.

## E-mail Report

You can email the generated report in Excel format. For email, click button in the top pane in the report window. Email options dialog will appear as shown below:

For e-mailing reports, Vyapin SharePoint Management Suite requires the SMTP Server name, From E-mail Address, To E-mail Addresses (recipients separated by semicolon).

Specify SMTP Server, From Address in the E-mail Settings page. Enter From Address, To address, Subject, Body of the email.



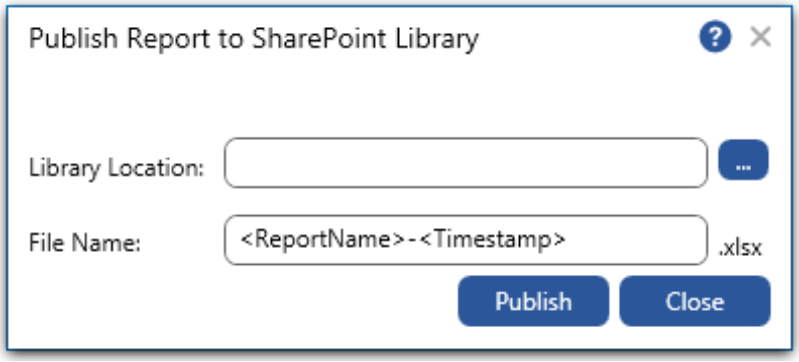

You can use Check Names feature to validate the recipients' name. To check the name, click Check Names button. If name matches with trusted domain users in the Active directory, name entered in From address text box will be replaced by corresponding Active Directory user.

Vyapin SharePoint Management Suite provides Check Names feature to check the existence of corresponding mail-enabled recipient object in Active Directory. To check name, click Check Names button. If the entered name matches with a mail object in the Active Directory / its trusted domain, name entered in From and To addresses will be replaced by the corresponding Active Directory recipient object.

Click Send button to send the report by email to the selected recipients.

## Publish Report

You can publish the generated report in Excel format. For publish, **click** button in the top pane in the report window. Publish options dialog will appear as shown below:




1. **Select** a SharePoint library or folder location, where the report should be published.
2. **Enter** a valid file name using which the report has to be published.
3. **Click** Publish button to publish the report to a SharePoint library or folder.

# Reference

- How to uninstall Vyapin SharePoint Management Suite?
- Technical Support

## How to uninstall Vyapin SharePoint Management Suite?

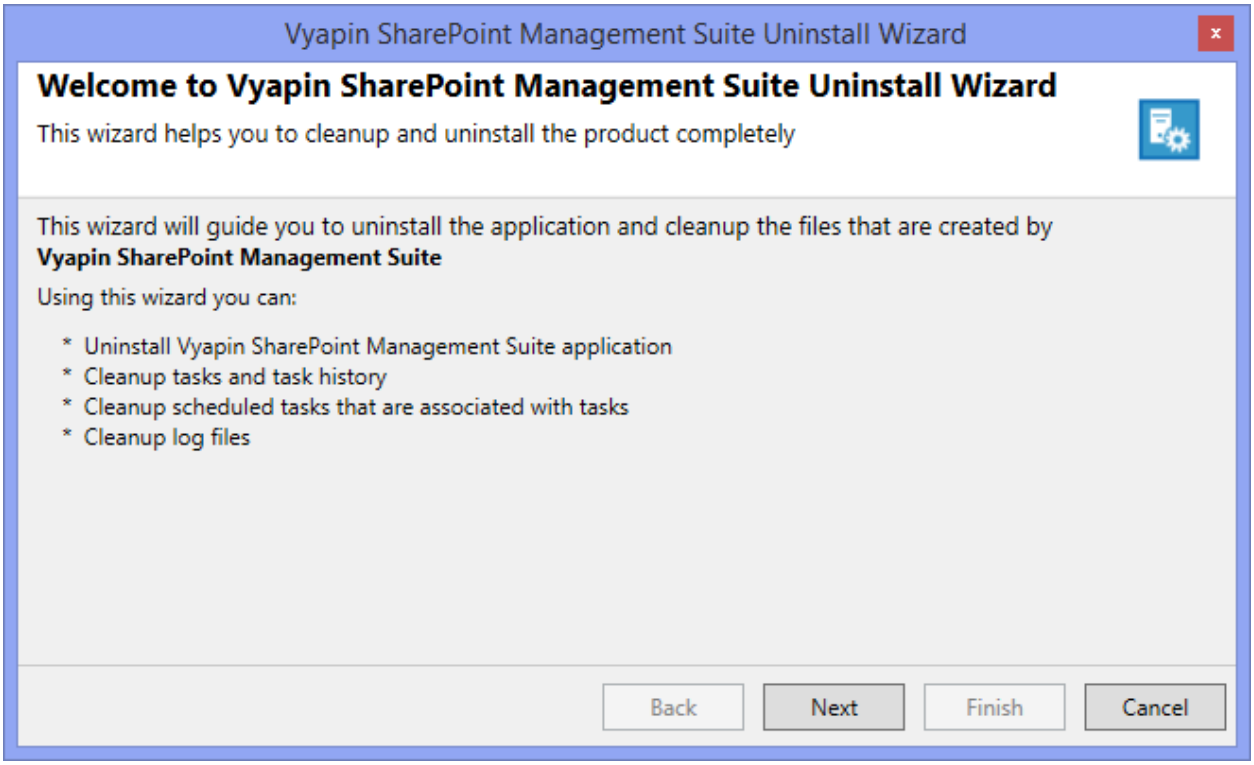
When you create Schedule Report tasks in Vyapin SharePoint Management Suite, the application creates Windows Scheduled Tasks (to run the Schedule Report tasks at the specified time interval) where Vyapin SharePoint Management Suite is installed. While running the Reports or Schedule Report task, Vyapin SharePoint Management Suite creates Vyapin SharePoint Management Suite folder to store the application settings, Log folder to store error log file, Export folder for exported reports, Schedule Reports folder for Schedule Reports task related information, SQL Server database for data storage.

When you uninstall Vyapin SharePoint Management Suite through Control Panel - Add / Remove Programs applet, Windows Installer program will remove only the application files from your machine. But, the application related files created by Vyapin SharePoint Management Suite remain in the computer. In order to remove Vyapin SharePoint Management Suite worker files completely, the uninstall wizard provides a set of cleanup options to perform the cleanup operation based your selection.

Use this wizard to clean up the files that are created by Vyapin SharePoint Management Suite application selectively and uninstall Vyapin SharePoint Management Suite completely from the machine.

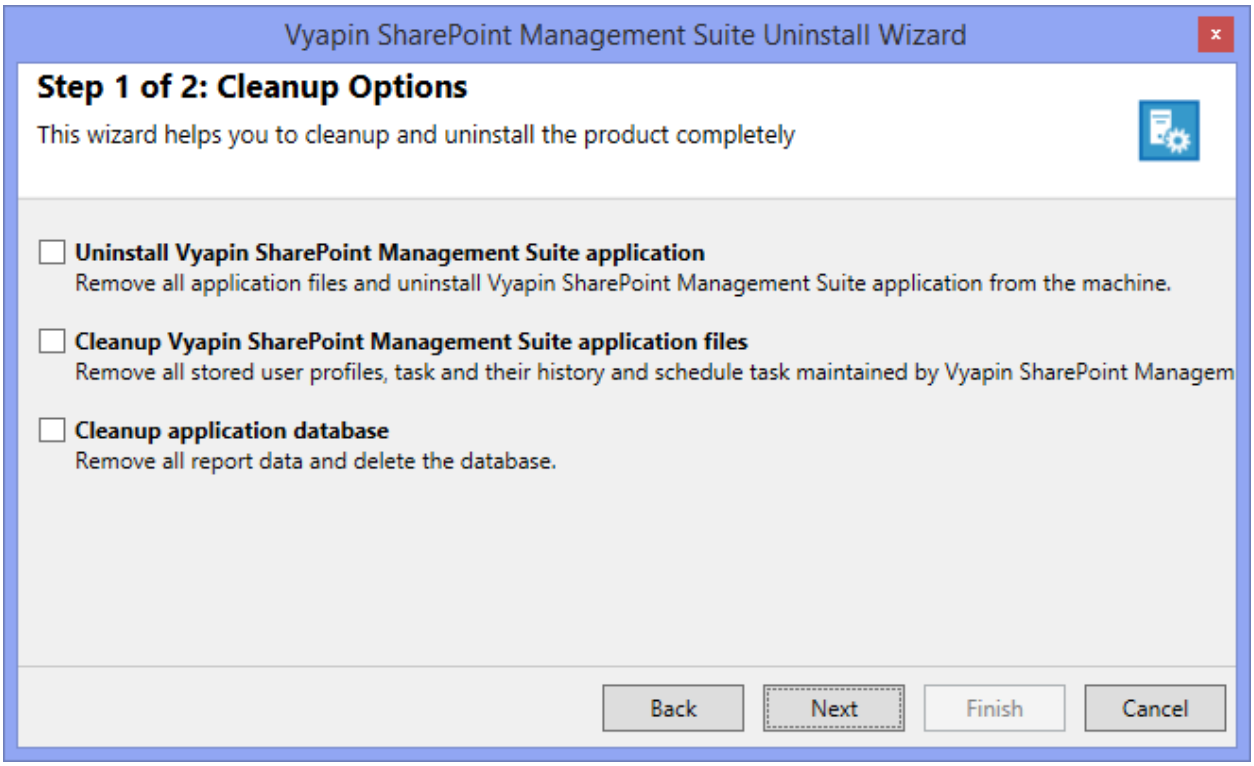
1. Launch the uninstall wizard by clicking Start -> Programs -> Vyapin SharePoint Management Suite -> Vyapin SharePoint Management Suite Uninstall Wizard.

   The **Vyapin SharePoint Management Suite** Uninstall Wizard dialog will appear as shown below:



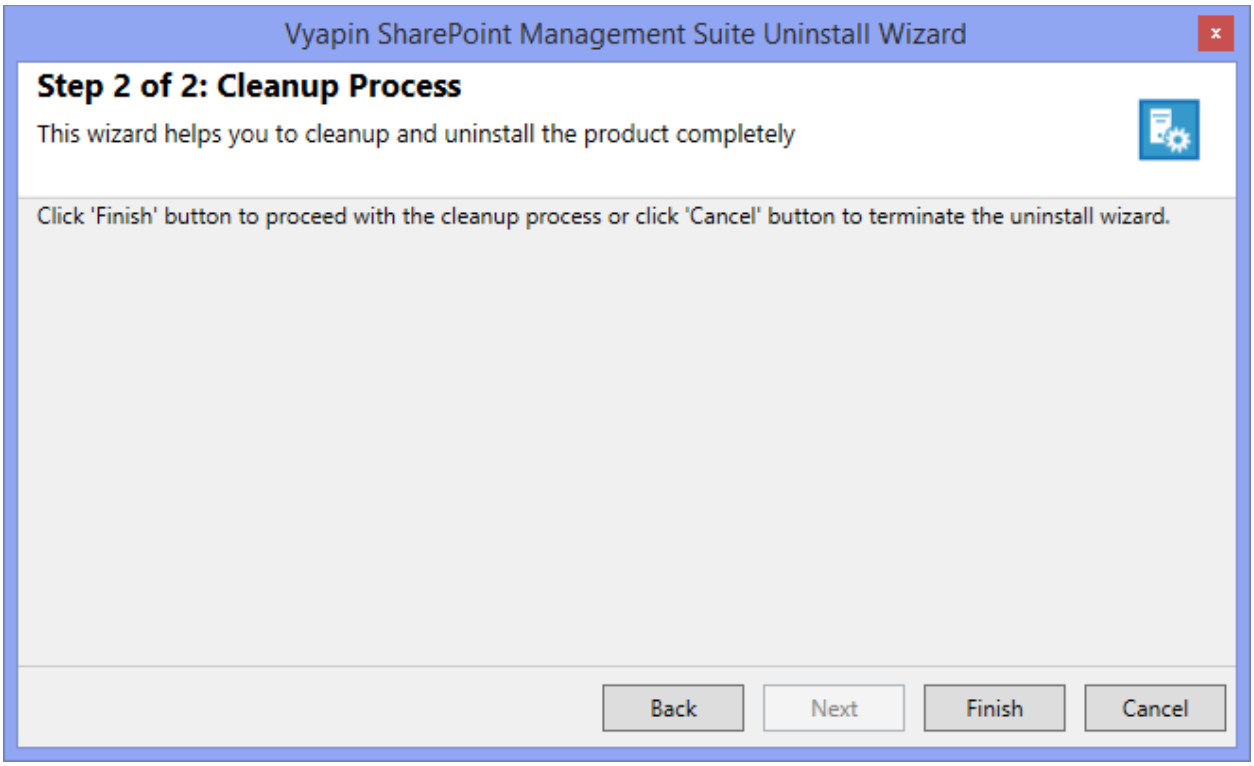
Click **Next** to proceed.

2. Select required cleanup options as shown below:




Click **Next** to proceed.

3. Confirm the cleanup and/or uninstall process.




Click Finish to run cleanup and/or uninstall process. Click Cancel to close the wizard.

4. Once the file cleanup process is complete, the uninstall wizard will automatically run Windows Installer program to remove Vyapin SharePoint Management Suite application from the machine, if you have selected the cleanup option **Uninstall Vyapin SharePoint Management Suite application** in the wizard.

## Technical Support

Please send all Technical Support questions to support@vyapin.com.

Please send us the following additional information if you are reporting a problem:

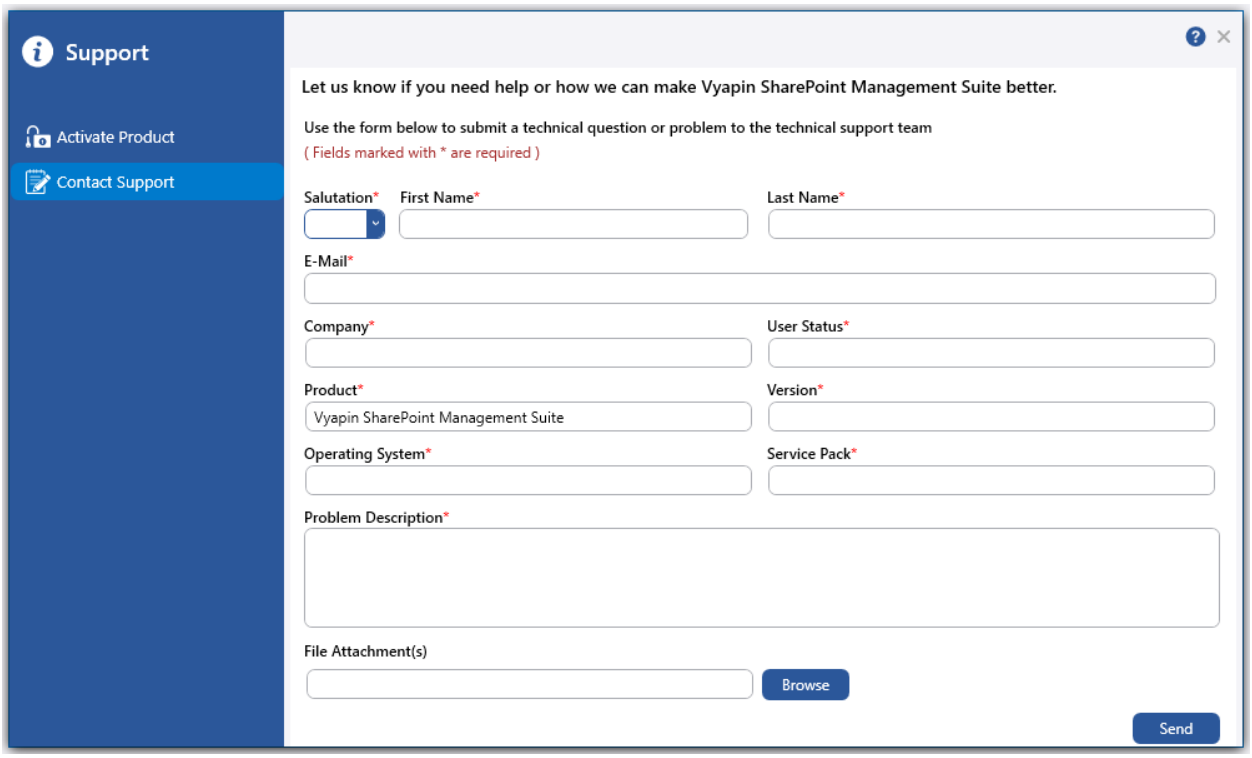
1. Version of Vyapin SharePoint Management Suite that you are evaluating or you have registered with us. ("Activate Product" dialog in "Support" Menu.)
2. Additional services or resource consuming processes/applications (like anti-virus) running in the background on Vyapin SharePoint Management Suite installed computer.
3. Hardware configuration of the computer where Vyapin SharePoint Management Suite is installed.
4. "Vyapin SharePoint Management SuiteErrorLog_<*date&time-stamp*>.txt" available in the common application data path of Vyapin SharePoint Management Suite (e.g., <Application Data Folder>\Vyapin SharePoint Management Suite\Log\Vyapin SharePoint Management SuiteErrorLog_ <*date&time-stamp*>.txt).
5. Vyapin SharePoint Management Suite jobs Timestamp folder stored in the application data path.
   For example: <Application Data Folder>\Vyapin SharePoint Management Suite \TaskHistory\<taskname>\<timestamp>.

**Note:**

<Application Data Folder> is the location where Vyapin SharePoint Management Suite jobs and job history is stored in the computer running Vyapin SharePoint Management Suite application. The <Application Data Folder> can be found from Support -> Activate Product screen. The default path of <Application Data Folder> is as follows:

Windows 10 / Windows 8 / Windows 7 / Windows Server 2012 / Windows Server 2008 - C:\Users\Public\Documents

1. Select **Contact Support** option from **Support** menu as shown below


Support
Activate Product
Contact Support
Let us know if you need help or how we can make Vyapin SharePoint Management Suite better.
Use the form below to submit a technical question or problem to the technical support team
( Fields marked with * are required )
Salutation*
First Name*
Last Name*
E-Mail*
Company*
User Status*
Product*
Vyapin SharePoint Management Suite
Version*
Operating System*
Service Pack*
Problem Description*
File Attachment(s)
Browse
Send