



Vantage Ultimate 2.1

Quick Start Tutorial

This document is intended to help you to start using WebSpy Vantage Ultimate. For more detailed information, please see the Vantage Ultimate help guide. This can be accessed via Help | Contents on the main menu.

Please send all issues or queries to WebSpy support (support@webspy.com)

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Quick Start Tutorial

Thank you for downloading or purchasing WebSpy Vantage Ultimate.

This tutorial will guide you through Vantage Ultimate's main functions to help you start analyzing and reporting on your network log files.

These functions include:

- ➔ Importing your log files into a storage.
- ➔ Running an Analysis on your storage.
- ➔ Browsing your Summaries.
- ➔ Applying Aliases to your Summaries.
- ➔ Creating and Generating reports.
- ➔ Creating and running tasks.
- ➔ Creating your Organizational Structure.
- ➔ Publish information to your Web Module.

Importing log files

Vantage Ultimate enables you to analyze and report on the information contained within log files from common network devices such as proxy servers, firewalls, routers and gateways. For a list of supported formats, please see our website.

Before you can start analyzing and reporting on your network data, you need to import your log file data into a storage. Storages are optimized for quick data access so you can analyze and report on the data you're interested in faster.

This tutorial uses Sentinel.log included with the application you downloaded. Sentinel is a packet capture tool that you can install on your network to log network traffic.

Try this: Import log files into a storage:

1. Open Vantage Ultimate and click the **Storages** tab at the top of the screen.
2. Click the **Import logs** link in the 'Inputs' task pad. This launches the Input dialog.
3. On the **Storages** page, click the 'Create a new storage' radio button and enter the name 'My Storage' into the 'Name' edit box and click **Next**.
4. On the **Input Type** page, select 'Local or networked files and folders' and click **Next**.
5. On the **Input Specifications** page, select the format 'WebSpy' and click **Next**.
6. On the **Input Selection** page, click **Add | File**. Navigate to My Documents\WebSpy\Vantage Ultimate 2.1\Log, select **WebSpy Sentinel.log** and click **Open**.
7. Click **OK** on the Input Dialog to begin the import process.

Optimization Tip: You can get better performance out of Vantage Ultimate by configuring some of the settings on the 'Advanced' pages of the Inputs dialog.

While Vantage Ultimate imports data, it also runs an analysis on your data at the same time. This analysis is then saved back into the storage. This means that every time you want to analyze the



storage, the first level of Summaries are instantly available (for more information see 'Precalculated Analysis').

As Vantage Ultimate imports WebSpy Sentinel.log, you can view the progress of the import on the Storages dock. The Storages dock displays the size of the log file (illustrated as size imported / total size), the number of records imported, and the percentage complete (shown in the progress column). It also shows the format of the log file. This is useful if you are importing multiple files of different formats.

Any issues that are encountered during the import are displayed at the bottom of the screen. For more information see Import Issues.

If any of the log files you have imported are still being updated by your logging device, you can easily import the new hits by clicking the Import all new data link in the 'Inputs' task pad. You can also clear all the imported hits and reload the information from your log files by clicking the Reload all link in the 'Inputs' task pad.

Running an Analysis

Running an Analysis is the process of reading the information in your storage and creating Summaries. Summaries can be interactively browsed and filtered using the Summaries dock, enabling you to drilldown into all areas of your network activity.

There are two types of Analyses:

Ad-hoc Analysis

An Ad-hoc Analysis displays all 'top-level' or 'overview' Summaries that you can drilldown into. When you drilldown, Vantage Ultimate runs another analysis to retrieve the next group of Summaries from your storage. This type of analysis is great for interrogating your data on demand, but it is recommended that you only perform Ad-hoc Analyses on relatively small amounts of data, such as a day or a week, as the time it takes to perform each drilldown is affected by the amount of data Vantage Ultimate needs to analyze.

Template Analysis

If you know what you want to analyze, such as the top 10 users and the largest file downloads, you can create an Analysis Template that displays just this information, and select it when running an analysis (see 'Running a Template Analysis'). This is effectively the same as running a report, only the results are displayed in the Summaries screen, allowing you to drilldown past what has been defined in your template.

You can select the type of analysis you want to run from the 'Analysis Type' page of the Analysis dialog.

Try this: Run an Ad-hoc Analysis:

1. Click the **Summaries** tab at the top of the screen. This takes you to the Summaries dock.
2. Click the **New Analysis** link in the 'Summaries' task pad to launch the Create Analysis dialog.
3. Select 'My Storage' from the 'Storage' list.
4. Select 'Sentinel Web' from the 'Schema' list.



5. Click **Next**.
6. On the 'Analysis Type' page, select the 'Ad-hoc Analysis' radio button and ensure 'Use precalculated analysis if available' checkbox is checked
7. Click **OK**.

Note: You can filter the analysis using the Filter page. For more information see 'Filtering'. You can also select the summaries that you want created using the summaries page. For more information see 'Summary Selection'.

To create a Template Analysis, simply select the Analysis Template you want to run from the 'Template' drop down list on the Analysis Type page. For more information see 'Running a Template Analysis'.

Once your analysis has been run, you can interactively browse your Summaries.

Browsing Summaries

Once an Analysis has been run, Vantage Ultimate displays all the generated Summaries in the Summaries dock. The Summaries dock is a powerful interface that enables you to interactively analyze any information contained in your imported log files.

You can toggle the Summary Tree on or off using the button at the top of the screen. This lists all available Summaries and allows you to quickly jump to any Summary at any given drilldown level.

The right-hand pane also displays the list of Summaries for the schema you analyzed. Each Summary that contains more than one item is hyperlinked. Clicking a hyperlinked summary takes you to the corresponding summary where you can view the actual information.

Why aren't all my Summaries hyperlinked?

Notice that some of the summaries are not hyperlinked. These are the summaries that only contain one item. For example, if your storage only contains data from the one year, the Year summary will not be hyperlinked. Also notice that these summaries do not exist in the Summaries tree to the left. It does not make sense to drilldown into these items as the drilldown will only be reanalyzing the same data, and you will have exactly the same data set at the end of the drilldown. You can turn this feature off by selecting **Tools | Options | General** and uncheck the 'Hide Summaries with only one item' checkbox.

Try this: Viewing Summaries:

1. Toggle the Summary Tree to on by clicking the button.
2. Click on **User Summary** in the Summary Tree. All the Users in your storage are displayed in the right hand pane. The number of Hits, Duration and Size of data transmitted are also displayed. The bottom right hand pane charts the top 25 items in the Summary.
3. Click the 'Hits' column heading to sort the Summary by this field. You will notice the vertical axis of the chart changes depending on the column you are sorting by.

You will notice that the Summary items in the right hand pane are hyperlinked. You can Drilldown into any Summary item to view Summaries that pertain only to that summary item.



Try this: Drilldown into the User with the most number of Hits:

1. Click the User at the top of the list. Vantage Ultimate performs a drilldown and retrieves all the Summaries that pertain to that User.
2. Once the drilldown is complete, all the generated Summaries are listed underneath the User in the Summary Tree. Click next to the User to display the list of generated Summaries.

Once you have drilled down into a specific Summary item, you can view any Summary by selecting it in the Summary Tree. You can then repeat the Drilldown process with any of the Summary items displayed.

You can also Drilldown into a Summary item and jump to a specific Summary in one easy step using the right-click Drilldown function.

Try this: View the Site Profile for a specific User using the right-click Drilldown function:

1. Go to the **User Summary** by clicking this Summary in the Summary Tree.
2. Right-click on the first User in the list and select Drilldown from the pop-up menu.
3. Select the **Site Profile** Summary from the sub-menu.

Vantage Ultimate then performs a drilldown into the first User in the list and displays the Site Profile Summary.

Your drilldown path is displayed at the top of the right hand pane. You can easily jump back to a previous level by clicking the appropriate button in this drilldown path. You can also select a different Summary at any level by dropping down the drop down menu on any of these buttons at the top of the pane. You can also use the Summary tree to browse through all your drilldowns and Summaries.

You can also filter the list of summary items using the Find edit box at the top of the screen. Simply enter the term you want to filter by and click the Find button. To clear the filter, click the Clear button.

Try This: Find all Google web sites:

1. Click the **Site Name** summary in the Summary Tree.
2. Enter 'Google' into the edit box in the Find task pad. All the sites that includes Google are displayed in the list.

Once you are confident browsing your Summaries and drilling down into Summary items, you can utilize the Summaries dock to dynamically extract any information you want to analyze from your imported log files.

Applying Aliases

When browsing your Summaries, you may want to group items together or represent some Summary items with more meaningful names. It is possible to perform these functions using Aliases.

For example, if you are viewing the Users contained within your User Summary, you may want to show the users actual name, or a shorten name to what is actually contained in the summary.

Some example Aliases are provided with the Vantage Ultimate install file you downloaded.



Try this: View the list of sample aliases:

1. Go to the Aliases dock by clicking the **Aliases** tab at the top of the screen.
2. Select any alias on the left to view the Alias Groups and Items in the right hand pane. The Alias Group is the name that will be displayed when any of the Group's Items match a Summary Item.

Any of these aliases can be applied to your Summaries in the Summaries dock using the Apply Aliases button on the toolbar in the right hand pane.

Try this: To apply Aliases to your Summaries:

1. Return to the Summaries dock by clicking the **Summaries** tab at the top of the screen.
2. Ensuring you have the 'My Storage' Analysis open in (created in the topic 'Running an Analysis'), select the **User Summary** in the Summary Tree.
3. Select 'Departments' in the Aliases task pad. All the Users are now represented by Department Names. Any Users that do not match a Department Name are grouped into the 'Unknown' Alias Group.

Aliases only apply to specific Summaries. This is configured on the Aliases dock and is explained in the topic 'Configuring Aliases'. When browsing your Summaries, only Aliases that apply to the Summary you are viewing can be selected in the Aliases task pad.

Once an alias has been applied, you can drilldown into it as you can with any other Summary item.

Creating Reports

Vantage Ultimate enables you to produce report documents which you can send to other members of your organization, or archive.

The Reports dock enables you to configure, generate and collate reports as well as manage any existing reports. To access the Reports dock, click the Reports tab at the top of the screen.

All Report templates are listed on the Reports screen. Each template has an Edit button and a Generate button. At bottom of the screen is the Reports Manager pane that lists all previously generated reports.

You can create three types of reports:

Analysis Reports

Analysis Reports enable you to define customized drilldown paths and Summaries. Analysis Reports can be generated as a printable or online report, or viewed in the Summaries dock by running a Template Analysis (see 'Running a Template Analysis').

Trend Reports

Trend Reports utilize statistical functions to calculate trends over time and predict values in the future (see 'Creating Trend Reports')

Comparison Reports

Comparison Reports enable you to quickly define up to four drilldowns that you want to view. The process of creating a Comparison Report is explained below.



Try this: Create a quick Comparison report:

1. Click the **Reports** tab at the top of the screen. This takes you to the Reports dock.
2. Click the **Comparison Reports** tab at the top of the Reports screen.
3. Click the **New Template** link in the Templates task pad. This launches the Add Template dialog.
4. Type **My Comparison Report** in the Name edit box.
5. Select 'Sentinel Web' from the Schema drop down list.
6. Select the 'Comparison' radio button and click **OK**. A new Comparison Report Template is added to the Reports screen.
7. Click the **Edit** button on this template.
8. Ensure the '1' check box is checked enable the options for the first drilldown.
9. Select **User** from the Summary drop down list and select **Usernames** from the Alias drop down list. Select **Hits** from the Order By drop down list.
10. Check the '2' check box to enable the options for the second drilldown.
11. Select **Site Name** from the Summary drop down list and select **Hits** from the Order By drop down list. Leave the Alias drop down list set to none.

You have now configured a Comparison Report to drilldown into Users and display all the Site Resources for each one. You can now generate the Comparison Report to create a printable or online document (explained in the next topic 'Generating Reports').

Creating Trend Reports is explained in the topic 'Creating Trend Reports'.

You created an Analysis Report in the topic 'Creating an Analysis Template'. In addition to being able to run it in Summaries (see 'Running a Template Analysis') you can use it to generate a printable or online document (see 'Generating Reports').

Generating Reports

Vantage Ultimate comes with a list of predefined report templates that you can generate. You can also create your own customized report templates.

Reports can be generated in the following formats:

- ➔ Web Document (MHT)
- ➔ Web Document (HTML, Loose files)
- ➔ Microsoft® Word Document (DOC)
- ➔ Text Document (TXT)
- ➔ Comma Separated File (CSV)

Try This: Generate a report:

1. Click the **Reports** tab at the top of the screen. This takes you to the Reports dock.
2. Select the tab that contains the Report Template you want to generate. In this case, select the **Comparison Reports** tab.
3. Select 'My Comparison Report' you created in the previous topic and click the **Generate** button located on the template. This launches the Generate Report dialog.



4. On the **Storages** Tab, check 'My Storage' that you created in the topic 'Importing log files'. Click **Next**.
5. On the **Format** Tab, click the **Web Document MHT** radio button. This will create an MHT file which is a packaged HTML document. Click **Next**.
6. On the **Publish** Tab, enter **My Generated Report** in the Name edit box. Check the 'Display the report using the default viewer' checkbox. Click **Next**.
7. Click **OK**.

Vantage Ultimate then generates the report and opens it using the default viewer for the format you selected in step 5.

Web Document MHT reports can be created as a packaged document (MHT) or as loose HTML, where all the graphics, styles and html pages are contained in a folder. MHT files can only be viewed in Microsoft® Internet Explorer. To view HTML reports in other browsers, generate them as loose HTML.

Note: You can filter your reports using the Filter tab of the Generate Report dialog. For more information see Filtering. There are also other publishing options for reports such as emailing the report and copying it to a location. For more information, see Report Publishing.

You can also create a separate report document for each item in a Summary. For example, you can create a separate report for each user or each department in your organization.

Vantage Ultimate also allows you to create reports that can be collated at a later stage. On the Publish page of the Generate Report wizard you can tag your report as available for collation. Reports that are available for collation are listed on the Collatable Reports tab of the Report Manager.

Creating Tasks

Most actions you perform in Vantage Ultimate can be set to run automatically as part of a task. Importing data and running reports can therefore be done overnight, ready for you in the morning.

To create a task:

1. Click the **Tasks** tab at the top of the screen. This takes you to the tasks dock.
2. Click the **New Task** link in the Tasks task pad. This launches the Task Options dialog.
3. On the **General** page, enter a name for your task such as 'Weekly network usage report task'. Click **Next**.
4. On the **Schedule** page, check the 'Run task using Windows Task Scheduler' check box. The 'Key' that is displayed can be used to identify the Windows Job that gets created.
5. Select when you would like the task to run. For example, Start: 01/05/2005 at 06:00:00, Recurrence: Weekly - every 1 week on Fridays. Click **Next**.
6. On the **Authentication** page, enter the Windows user name and password that you want the task to run as, for example 'mydomain\john.citizen'.
7. Click **OK**.

Tip: You can receive notification each time your task runs, by configuring the task to send results to an email address using the 'Send task results by email' option on the General page.



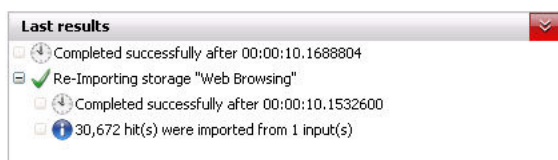
Now that you have created a task, you can add actions to the task.

To add actions to a task:

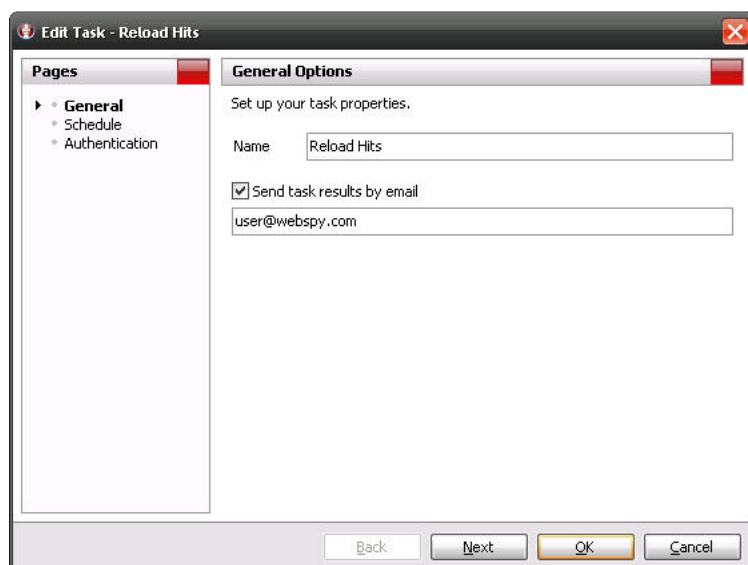
1. Select the task you created in the Tasks list.
2. Click the **Add Action** button in the right-hand pane and select the action you want to run.
3. The action will be added to the Actions list and will include a number of sub-actions. For example, the 'Run a comparison or analysis report' task action has two sub-actions: 'Select template' and 'Configure report'.
4. Double-click each sub-action to configure them.
5. Once you have added all the actions you want the task to run, and configured all the sub-actions, you can run the task by clicking the **Run Task** link in the Tasks task pad. This is a good way to test that the task is working as you expect.
6. Once you are happy with your task, you can leave it to run as scheduled.

Tip: Tasks are not only useful for running actions at convenient times, but also for setting up batch jobs. For example, if you always want to run a set of 10 reports, you can configure a task that runs these reports, and simply click the 'Run Task' button when you want to generate those reports. This is much more convenient than generating each report one by one. On the Task Options dialog, uncheck the 'Run task using Windows Task Scheduler' check box' so that the task doesn't try to run at a scheduled time.

Once completed, task results are displayed in the Last Results section of the selected task.



These results can also be sent by email. This option can be found on the General page of the task options, accessed via Edit Task.



Creating Organizational Structures

Vantage Ultimate allows you to create users and organize them into multi-level groups representing your organizational structure. Users are mapped to information in your log files, enabling effective reporting on any organizational unit. In addition to using this organizational structure for reporting, you can use it to assign permissions to users and groups that define what they can and cannot access within the Web Module.

The Organization dock enables you to configure and manage your organization. To access the Organization dock, click the Organization tab at the top of the screen.

You can create your organizational structure by importing or by manually adding users and groups. Once you have an organizational structure you can assign aliases to individual users and groups.

Try this: Add a new user manually:

1. Click **Add Person**
2. Enter a display name for the user in the first entry box
3. Enter a login name and email address

Note:

IIS Integrated Authentication:

If you are using IIS Integrated Authentication, ensure the 'Login Name' you specify matches the user's Windows login name.

Client Certificate Authentication:

If you are using Client Certificate authentication, ensure the 'Login Name' you specify matches the login value within the user's certificate.

4. Add any additional ways the user can be identified through log files in the Additional attributes section such as IP addresses, computer names, and authenticated usernames
5. The **Hierarchy** tab allows you to specify whether the user has either a manager or subordinates or both

You have now created a organization with one person. To learn more about representing your organizations structure view the 'Organization' topic.

Publishing to the Web Module

Vantage Ultimate enables you to distribute reports securely and responsibly throughout your organization via a Web Module.

The Web Module dock enables you to synchronize your settings with your Web Module(s), assign passwords and permissions, and publish reports and storages to your users. These reports and storages can be published with customized permissions to ensure users can only view reports they are allowed to view. To access the Web Module dock, click the Web Module tab at the top of the screen.

If you do not have an existing web module, please follow the 'Web Module Overview' which will help you to set up a web module.



Once you have added a web module and created your organizational structure, you can begin publishing reports and storages for your users.

Try this: Publishing a report for a single user:

1. Click **Publish Report** in the Web Module task pad.
This launches the 'Publish Report to Web Module' Wizard.
2. Select the type of report you want to generate from the **Template** page and click **Next**
3. Select which storages you want to report on from the **Storages** page and click **Next**
4. On the **Filters** page and click **Next**
5. On the **Publish** page enter the Report Name and select the Web Module you want to publish the report to. Make sure that 'single' is selected and click **Next**.
6. On the **Permissions** page make sure that 'specific users' and 'attributed user or group' are selected. Click **Next**.
7. On the **Notification** page you are able to check the Notify via email option. This will send an email to the user that has permission to view the report. The user must have a valid email address configured in the Organization tree to receive an email. Alter the email subject and body as desired.
8. Click **OK**

The Report Publishing process will now begin. Once complete, the user will be able to log in to the Web Module and view the report.

In addition to reports, you can publish storages to the web module. This enables users to be able to log in to the Web Module and conduct analyses on the storage if they have been allocated the appropriate permissions.

Try this: Publishing a storage for a user:

1. Click **Publish Storage** in the Web Module task pane.
This launches the 'Publish Storage to Web Module' Wizard.
2. On the **Storages** page select the storage you wish to publish and click **Next**
3. On the **Publish** page enter the Storage Name and select the Web Module you are going to publish to. Make sure that 'single' is selected and click **Next**.
4. On the **Permissions** page make sure that 'specific users' and 'attributed user or group' are selected. Click **Next**.
5. On the **Notification** page you are able to check the Notify via email option. This will send an email to the user that has permission to analyze the storage. The user must have a valid email address configured in the Organization tree to receive an email. Alter the email subject and body as desired.
6. Click **OK**

The storage publishing process will then begin. Once complete, the user will be able to log in to the Web Module and analyze the storage.

You have now published a report and a storage to a web module. To learn more about using the Web Module dock view the 'Web Module' topic.



End of Tutorial

That concludes the quick start tutorial. You should now have enough information to start using Vantage Ultimate to analyze and report on your own log files.

If you require more information, please visit the WebSpy web site at www.webspy.com. You can also contact WebSpy Support by emailing support@webspy.com or visiting our support page.

If you are testing a pre-release version of this product, such as a technology preview, beta, or release candidate, please submit your feedback using our beta feedback page.

If you would like to receive updates when pre-release versions are made available, as well as get access additional testing resources, please register as a WebSpy beta tester by submitting your details using our beta registration page.

Thank you for using WebSpy Vantage Ultimate.

