



WebSpy Analyzer Premium 4.1 Getting Started Guide

This document is intended to help you get started using *WebSpy Analyzer Premium*. For more detailed information, please see the *Analyzer Premium* user guide or online help.

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



About WebSpy Analyzer Premium

Analyzer Premium is the latest release in the popular range of Internet monitoring products by WebSpy. It enables you to analyze log files from firewalls, proxy and email servers to discover what members of your organization have been browsing, and when.

WebSpy supports over 60 log formats, with new formats added regularly. If you have a format we don't support, please send a sample file and the name of the product that produced the file to support@webspy.com.

Key Features

- Allows in-depth interrogation of your log file data
- Provides both Internet and email usage analysis
- Generates customizable reports in a variety of common formats
- Enables logical organization of your data using configurable aliases and profiles
- Schedules tasks for "set and forget" data analysis
- Utilizes existing network resources like Windows NT® User Groups
- Simple installation and set-up
- Intuitive user interface with a web-like look and feel

New in Analyzer Premium 4.1

- **Improved Reporting**
Analyzer Premium 4.1 features significant optimizations to its native 'Storage' format and its reporting process.
- **Improved Tasks**
More functionality can be set to run as part of a scheduled task. This functionality includes creating a new storage, importing hits, reloading hits, running a report, splitting a storage, and resolving IP addresses to an alias. You can add these new task actions using the Task dialog, or quickly set up a basic task using the Quick Task Wizard.
- **Save Analysis**
Analyses with complex filters can now be saved, making subsequent runs through the Analysis Wizard much easier.
- **Plain Text Reports**
Analyzer Premium enables you to create reports in plain text format.
- **Filter on Import**
Analyzer Premium enables you to filter your data as it is being imported. This improves the efficiency of analysis and reporting, as only the data that you want to analyze exists in your storage.
- **Profile Keyword highlighting**
The Individual Hits summary highlights the part of a resource that has been matched to a profile. This makes it much easier to update and maintain your profile's include and exclude keywords lists.
- **Automatic Updates**
Analyzer Premium notifies you when new builds are available and enables you to download and install them automatically.



- **New Summaries**
Analyzer Premium 4.1 enables you to drill down into more areas of your data. New summaries include HTTP Method, Status Code, Cached, Blocked, and Succeeded.
- **Hyperlink Sites in Reports**
Any URL or web site displayed in HTML or Word reports are hyperlinked for quick investigation of a web site's appropriateness.
- **Total Browsing time for Sites and Dates**
View the time users spent browsing web sites, and how long they spent browsing on certain dates.
- **Files and Settings saved on a per-user basis**
All Analyzer Premium's files and settings are now stored separately for each user when run on Microsoft Windows© XP or 2000.

Before Installing

For optimal performance WebSpy recommends that *WebSpy Analyzer Premium* is installed on a workstation running Windows® 2000 on NTFS file system with at least 256 MB of RAM and a PIII 500 MHz or faster processor. You need Microsoft® Internet Explorer 5.5 or above to run *Analyzer Premium* HTML reports.

Please Note: While *Analyzer Premium* can be installed on a workstation that is running Windows® 95 or above, Windows® 2000 or XP is preferred. Also, *Analyzer Premium* should be run on a workstation rather than a server.

To Install *Analyzer Premium*, you must have permission to read and write files to the Program Files folder of your computer.

Users of *Analyzer Premium* must have access to the log files they want to import and analyze.

You can not use storages created using *Analyzer Premium 4.1 Beta release* with the full release.

Importing Log Files

To get started with *Analyzer Premium*, you need to import log files. When *Analyzer Premium* imports log files, they are loaded into a compressed format called a 'storage'. The architecture of a storage enables efficient processing of large amounts of data.

To import log files into a storage:

- 1 Select **Views | Storages** from the main menu. Click the **Import log files** link in the Files task pad to launch the Input Wizard.
- 2 On the Input Format page, select the name of your firewall, proxy or email server from the list, and click **Next**. *Analyzer Premium* will automatically detect the format of your log files.
- 3 On the Input Location page, click the **Add** button on the tool bar and select **File** to select some log files to import. The files you selected will be displayed in the list. Consult your system administrator or proxy server documentation for information on where your proxy server creates and stores its log files. Click **Next** to proceed through to the final page of the Import Wizard.



- 4 On the final page of the wizard, click **Finish** to start importing your log files. *Analyzer Premium* will import your log files, and run an analysis for you.

Analyzer Premium can import up to 3 Gigabytes of data and you can have up to six storages open at the one time.

You can also specify a folder or an FTP site to import log files from. You can also import log files into an existing storage. For more information on importing log files, see the online help or the user guide.

Once you have imported some log files, you can create reports, and utilize other *Analyzer Premium* functions such as Aliases, Profiles and Tasks.

Analyzing Data

Once you have imported data into storages, you can use Summaries to view the data. *WebSpy Analyzer Premium* allows you to drill down into all areas of your data and view the results graphically. You can access Summaries by selecting **Views | Summaries** from the main menu.

To display the data in your storages, you need to run the Analysis Wizard, which guides you through the process of selecting the data you want to analyze.

To run an analysis:

- 1 Click the **New Analysis** link in the Summaries task pad to launch the wizard
- 2 Proceed to the Select Analysis page. Select the 'Standard Analysis' radio button to include common summaries. Click **Next**.
Hint: Other analyses, such as Email or Full, provide additional summaries for you to analyze.
- 3 On the Storages page, select your storage by checking the checkbox next its name. Click **Next**.
- 4 You do not need to make any selections on the Selection page. Click **Next**.
- 5 Click **Finish** to begin the analysis

On the Selection page, you can choose to filter the data being analyzed based on certain criteria. For more information on running an analysis, please see the online help or the user guide.

Using Summaries to View Data

Once *Analyzer Premium* has finished an analysis, the Overview screen is displayed (see Figure 1).

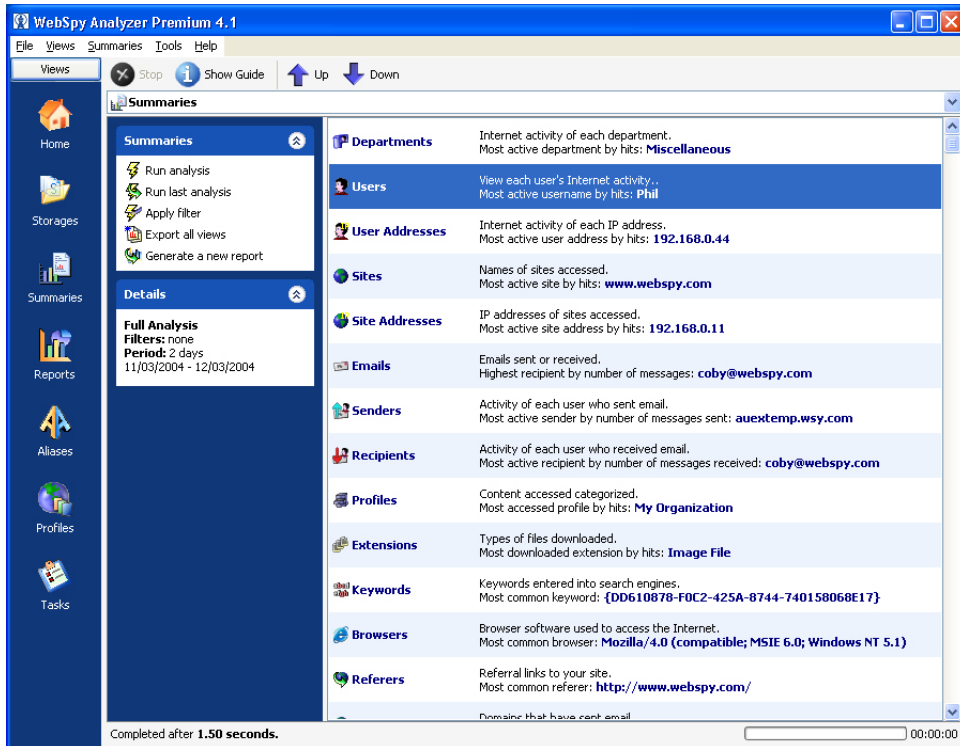


Figure 1: The Overview screen in Summaries

The Overview Screen displays a list of summaries that have been produced from your log files. Clicking on a summary in this Overview screen displays the data in your log files grouped by that summary.

For example, if you click the 'Users' link in Figure 1, you will see all imported data, but organized by users. If you then return to the Overview (by clicking the Up arrow on the toolbar) and click the 'Sites' link, you will see the same information, but organized by site.

Once you have selected a summary to view, you can view data associated with any item in that summary using *Analyzer Premium's* drilldown functionality. To drilldown into a data item, right-click the item and select **Drilldown** from the pop-up menu. This displays a list from which you can select the summary that you wish to view.

*For example, if you click the 'Sites' summary on the Overview screen, a list of all websites that have been visited is displayed. You can view the users that visited a site by right-clicking the site in the list and selecting **Drilldown | Users**. Alternatively, you can view the profiles that the site falls into by right-clicking the site and selecting **Drilldown | Profiles**.*

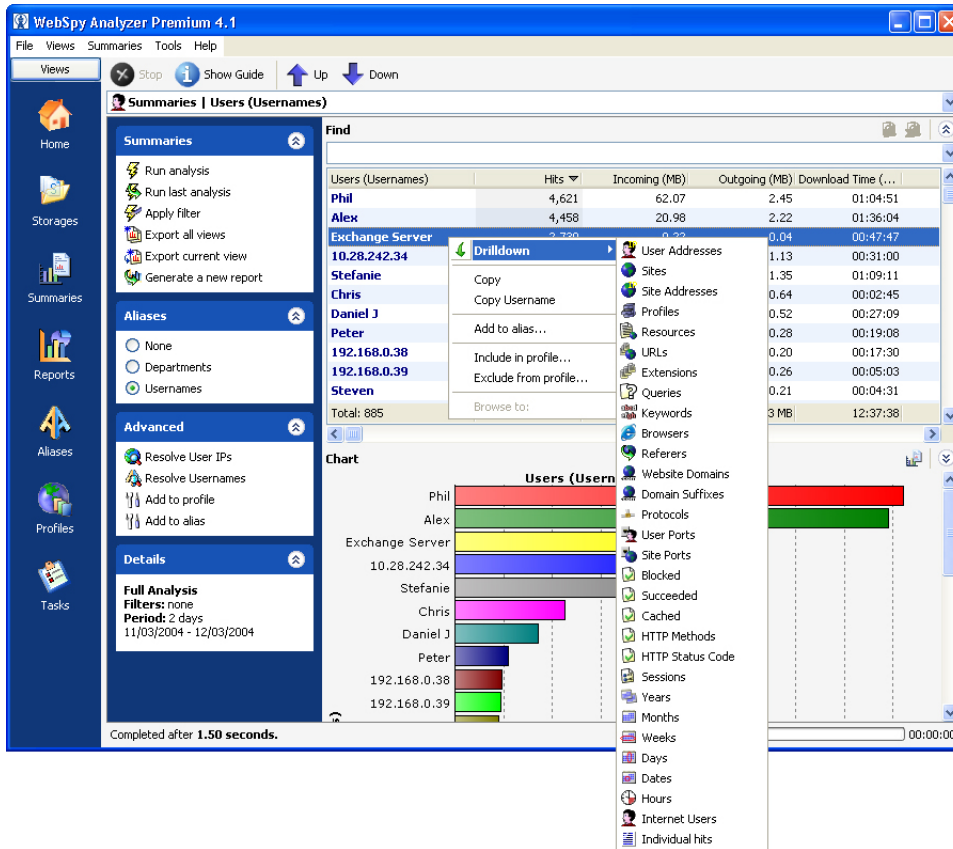


Figure 2: Drilldown functionality

You can use the Location bar at the top of the screen to switch between different views of the currently displayed data.

For example, if you are viewing the emails a user sent, you can change views to see the sites they visited.

Once you are comfortable drilling down into data and using the Location bar to switch views, finding the information you are looking for is fast and easy.

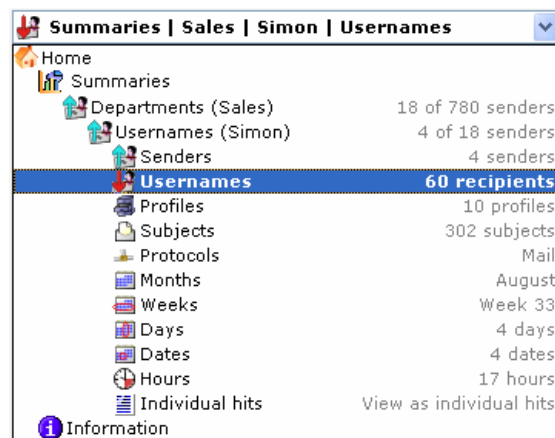


Figure 3: Using the Location Bar

Reports

In addition to browsing your data interactively in Summaries, *Analyzer Premium* enables you to generate reports in a variety of formats for printing, archiving and sending to others.

Analyzer Premium has three types of reports.

- **Template Reports**
Use settings specified in predefined report templates
- **Comparison Reports**
Enable you to specify up to four summary drilldowns



- **Session Based Reports**
Enable you to report on the browsing time of users

To create a new Report, select **Views | Reports** from the main menu and click the **Generate a new report** link in the Reports task pad. *Analyzer Premium* will launch the Report Wizard, which guides you through the process of creating a new report.

Getting More from *Analyzer Premium*

To get the maximum benefit from *WebSpy Analyzer Premium's* reporting capabilities, you need to configure *Analyzer Premium* to appropriately interpret your organization's log file data. The features included in Aliases, Profiles and Tasks help you use *Analyzer Premium* more efficiently and to produce more useful reports.

Aliases

Aliases are used to represent raw data items with understandable names, enabling you to create more meaningful reports.

For example, you can set up the 'Usernames' alias to translate user IP addresses in your log files into real names, or you can categorize browsing from different profiles as being appropriate or inappropriate.

Analyzer Premium comes with a list of default aliases; however, you can create your own to suit your organization.

Using Aliases

The easiest way to create and apply aliases to your data is by using *Analyzer Premium's* Quick Alias function in Reports.

To utilize this function:

- 1 Select **View | Summaries** from the menu and run an analysis
- 2 Select a summary such as 'Sites' by clicking the appropriate hyperlink in the Overview screen. Notice that the list of Aliases available in the task pad only shows aliases applicable to the current summary.
- 3 To add an item to an alias, right-click an item in the list and select **Add to alias...** from the pop-up menu to launch the Quick Alias dialog
- 4 Select an alias from the 'In alias' drop down list, and a group from the As list, or type a new group name.
- 5 Click **OK**

In the example displayed in Figure 4, The IP address 192.168.0.39 will be added to the group 'John' in the Usernames alias. When Usernames is selected in the Aliases task pad in Summaries, this IP address will be displayed as 'John'.

For more information on using and configuring aliases, please see the online help or the user guide.

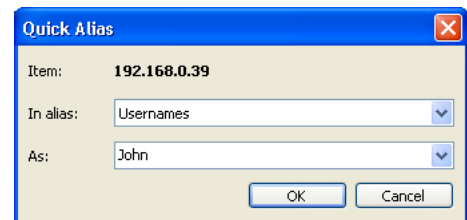


Figure 4: Quick Alias Dialog



Profiles

Profiles are collections of keywords that are matched against the site name and resource name of a hit. Profiles are used to categorize the types of browsing recorded in your log files. Using profiles is an easy way to group common hits into a category for enhanced analysis.

Analyzer Premium comes with a set of default profiles such as Adult, Advertising and Information Technology. Any browsing that does not match a profile is automatically assigned to the Miscellaneous profile. You can view the hits that belong to a certain profile in Summaries, by clicking 'Profiles' on the Overview screen, and drilling down into the desired profile.

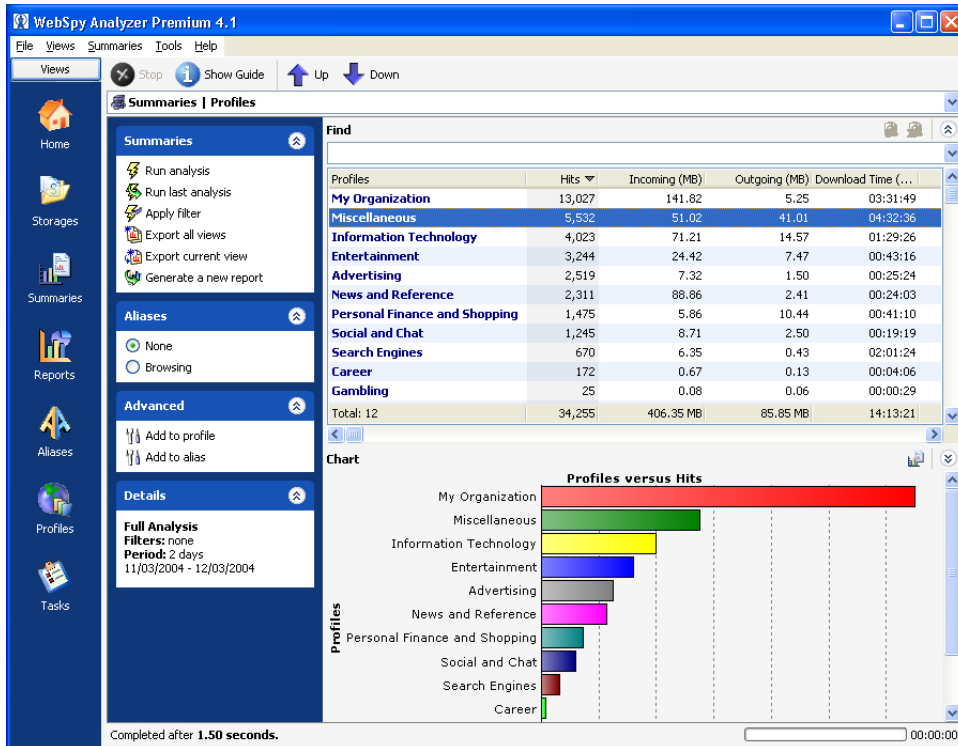


Figure 5: Viewing Profiles in Summaries

There are two types of keywords: includes and excludes. If a site or resource name contains an includes keyword for a profile, it will be placed in that profile. If a site or resource name contains an excludes keyword, it will not be placed in that profile even if the site or resource name contains an includes keyword.

Configuring Profiles

The easiest way to configure profiles is with *Analyzer Premium's* Quick Profile function in Summaries.

To utilize this function:

- 1 Select **View | Summaries** from the menu and run an analysis
- 2 Select a summary category such as 'Sites' by clicking the appropriate hyperlink in the Overview screen
- 3 To add an item to a profile, right-click an item in the list and select **Include in profile...** from the pop-up menu. This launches the Quick Profile Inclusion dialog with the item you clicked in the 'Include' drop down list.
- 4 Edit this item as appropriate



- 5 Select the profile to associate the keyword with from the Profile drop down box, or type the name of a new profile
- 6 Click **OK**

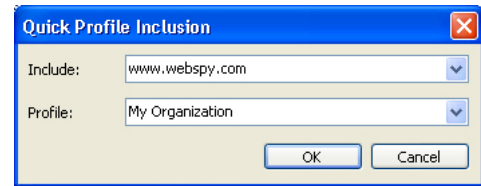


Figure 6: Quick Profile Dialog

In the example displayed in Figure 6, any hits that contain the text 'www.webspy.com' will be assigned to the 'My Organization' profile.

You can also add sites and keywords to the excludes keyword list for a profile. For more information on using and configuring profiles, please see the online help or the user guide.

Tasks

Tasks enable you to set up activities for *Analyzer Premium* to perform at a later time. These activities include importing data into new and existing storages, splitting storages, creating and publishing reports, and resolving IP addresses into an alias.

Tasks are especially useful when dealing with large amounts of data as you can set the task to run overnight.

You can add a simple task that imports data into a storage and creates a report using the Task Wizard. You can create more complex tasks by using the Task Dialog. To access either of these options, select **Views | Tasks** from the main menu, and click either the **New task wizard** or the **New task dialog** links in the Tasks task pad.

For information on using and configuring tasks, please see the online help or the user guide.

Contact Information

If you would like further assistance with any WebSpy product, you can email your query to support@webspy.com. If you have any comments or suggestions, please feel free to send them to suggestions@webspy.com.

For sales information, please contact the WebSpy Ltd. office in your region:

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