

**Tivoli.** *Software Usage Analysis*  
*Version 1.3*

## *Quick Start Guide*





**Note:** Before using this information and the product it supports, read the information in Notices.

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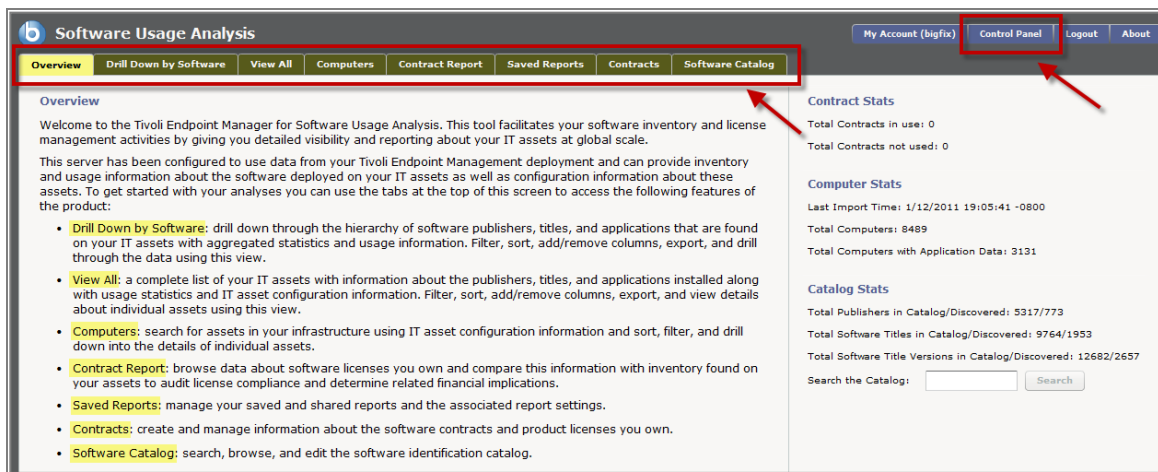
# Use it in 8 Steps

Tivoli Endpoint Manager for Software Use Analysis (SUA) operates from a standard web browser. Log on to the URL for SUA as specified by your system administrator, and then enter your username and password. This opens the main SUA application GUI.

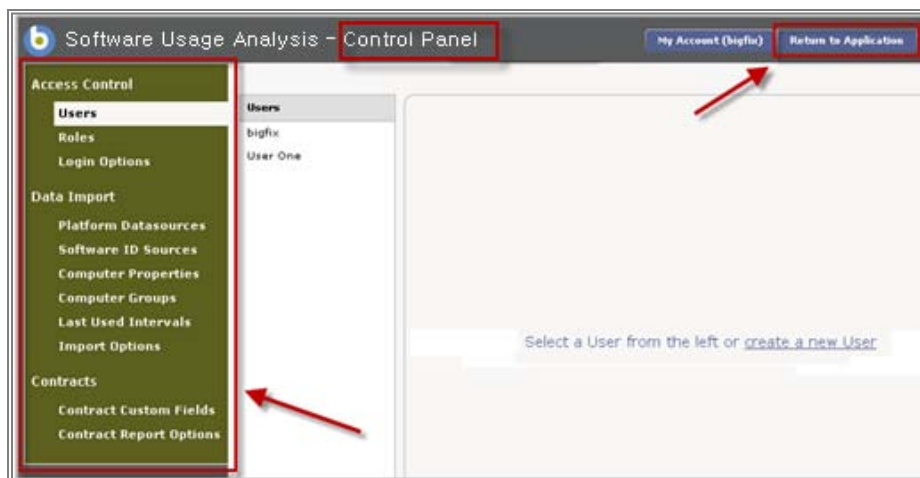
## 1. Review the GUI

From the SUA main screen, read through the content on the *Overview* tab, as shown below. Click the other tabs across the top to become familiar with their content: *Drill Down by Software*, *View All*, *Computers*, *Contract Report*, *Saved Reports*, *Contracts*, and *Software Catalog*.

**Note:** *Tabs are limited by your user role(s). The Control Panel is not visible for all roles.*

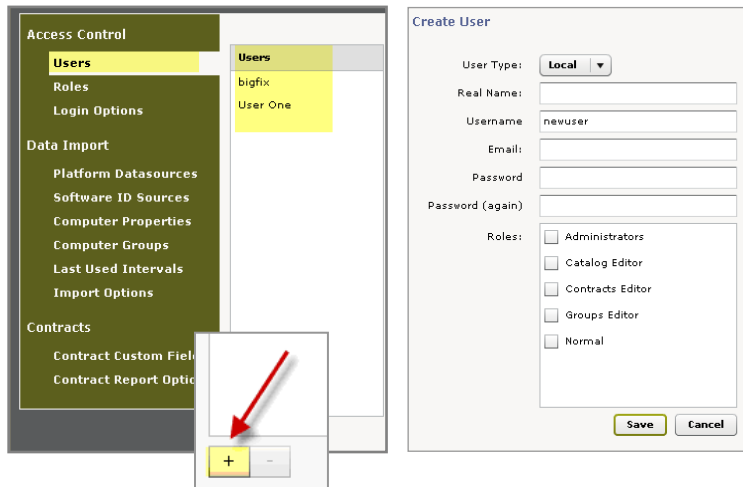


Click the *Control Panel* button at the top right of your screen. Read through the contents of the menu on the left side of your screen, and then click the *Return to Application* button to return to the Overview screen.

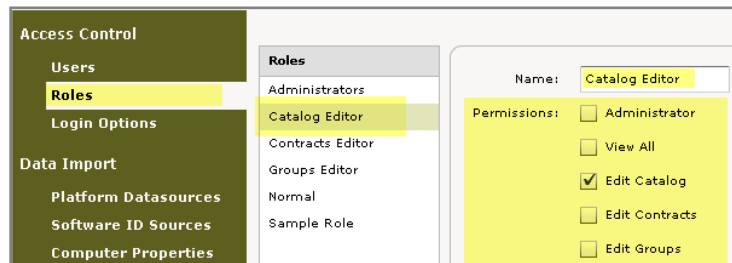


## 2. Set up users

SUA users are divided into four primary roles: Administrators, Catalog Editors, Contracts Editors, and Normal users. Click *Control Panel* and select *Users* under *Access Control*. View your current list of users, or click the “+” sign at the bottom of your screen to add new users. Click *Save* after adding or editing each user.

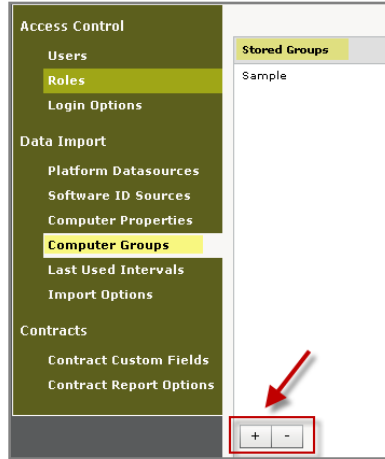


To view, edit, or add user roles, click *Roles* under *Access Control* and view the roles pre-populated in your system. For each role, review the list of accompanying permissions and check the applicable boxes to assign permissions to each role.



## 3. Set up Computer Groups

Computer Groups can be useful for sorting and filtering inventory reports. They can also be used to associate a contract to specific computers. Click *Control Panel* and select *Computer Groups* under *Data Import* to view computer groups that you have previously created. To create a new group, click the “+” sign at the bottom of the screen.



When the Create Computer Group window opens, enter the name of the group and use the Group Definition menus to create filters for your group parameters. If there are additional computer attributes you want to use for group parameters, you can add more by adding additional Computer Properties. Click **Save**.

After you've created your new group, view it in the Stored Groups list by clicking Computer Groups in the Control Panel. You might need to run an import to refresh the required attributes before the new groups are available in the SUA components.

Create Computer Group

Parent Group:

Name:

Description:

Group Definition:

**Includes (1 filters)**

Include records matching  filters

Datasource:

Datasource Identifier:

IP Address:

Computer Name:

DNS Name:

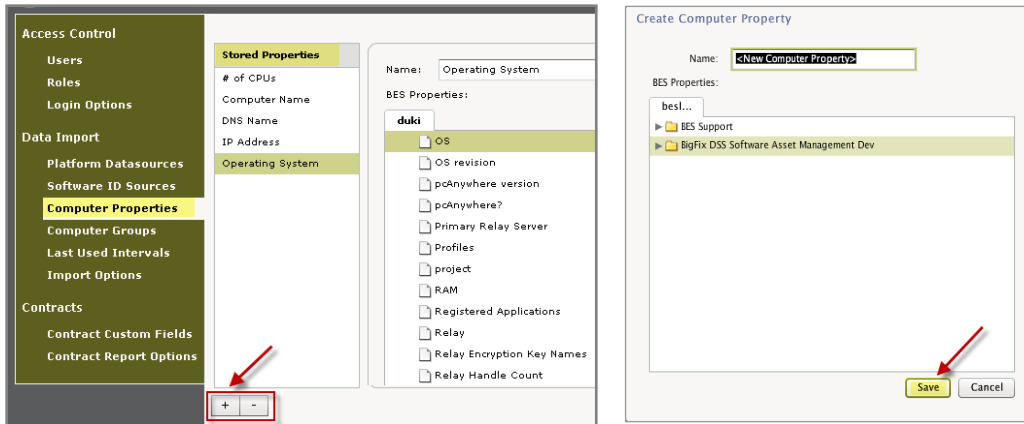
Operating System:

BES Group Membership:

**Excludes (1 filters)**

## 4. Set up Computer Properties

Use the Computer Properties feature to configure the information that SUA displays about the computers in your network. Click the *Control Panel*, and then select *Computer Properties* under the Data Import menu. View the list of stored properties and the corresponding Tivoli Endpoint Manager properties displayed on the right side of your screen.



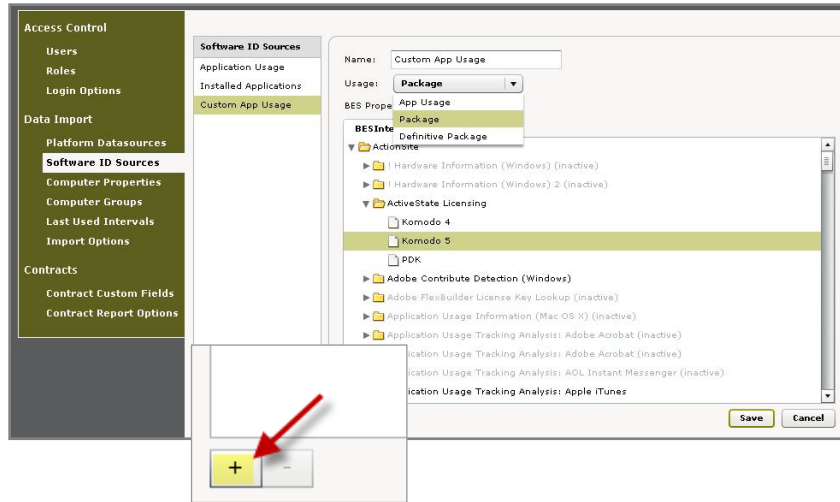
Use the “+” sign to add properties. The computer properties that you defined as Platform Datasources are displayed. Open folders by clicking the arrow on the left. Select a property and edit the name that is shown in the SUA views, if necessary.

## 5. Set up Software ID Sources

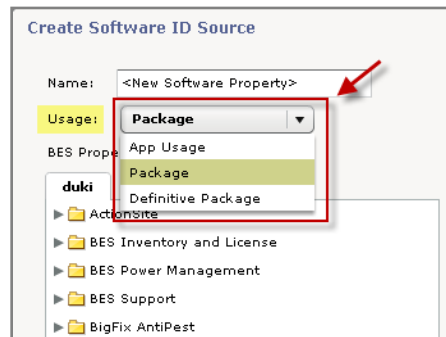
Software ID Sources, which can include package properties or application usage properties, are Tivoli Endpoint Manager “analysis properties” that are used for software recognition within your Software Catalog. A Package is an artifact collected from computers, such as uninstall strings from the Windows registry. Package data can come from any Tivoli Endpoint Manager analysis.

The role of *regular* packages (as opposed to *definitive*) is to serve as a tie breaker to distinguish between two similar executables that look alike. For “ambiguous” software title versions (such as Microsoft Word available as a stand-alone product and also bundled with Microsoft Office), you can custom-create or add packages from your systems. Click *Software ID Sources* from the Control Panel and click the “+” sign at the bottom of the page.





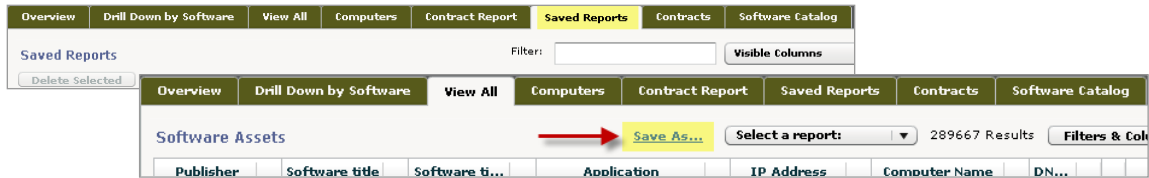
This displays a Create Software ID Source window, where you can custom create a property for software recognition in your Catalog. Add a property name and click Save. You can also select *Definitive Package* under the Usage pull-down menu to set this property as a “definitive property”. To read more about Definitive Properties, see the SUA *Software Catalog Editor’s Guide*.



## 6. Reports

### Saved Reports

The Saved Reports feature allows you to quickly view the exact data you need, while saving the parameters of how your information is displayed. Click the *Saved Reports* tab at the top of your window. If you do not yet have any saved reports, you can create one through the *Save As* button that is shown on most of the tabs in SUA. In the *Save As* dialog, select an existing report name to change or you can type in a new name.



Some instances for using a Saved Report setting can include:

- Specifying useful report filters and parameters to reuse
- Sharing saved reports with other SUA users (click the *Shared* checkbox on the Saved Reports tab)
- Email Saved Reports settings

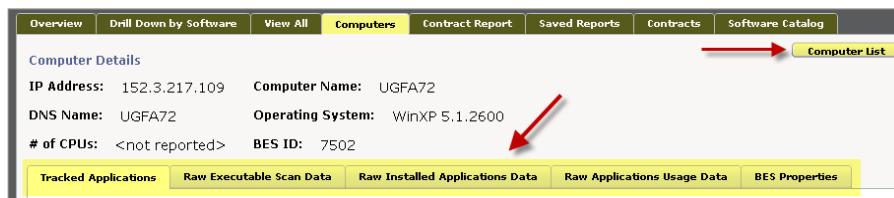


## Track Computers

Use the *Computers* tab in the SUA main menu to search for assets in your infrastructure, and use the *Filters & Columns* feature to customize how your data will display.



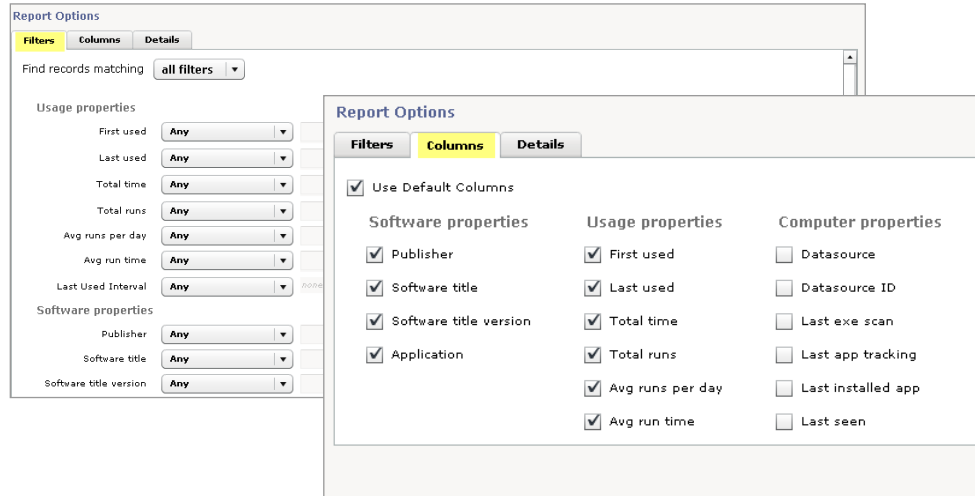
Click on a computer displayed in the list to view tracked applications, raw data, and properties.



## Track Software

Click the *View All* tab in the SUA main menu to view a complete list of your IT assets, together with usage statistics and asset configuration information. Click the *Filters & Columns* button to customize the information that you need about your assets and how you want it to display.



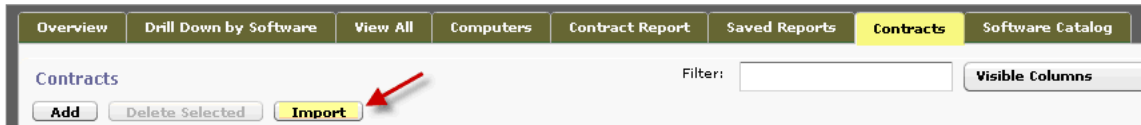


## Contracts

Tivoli Endpoint Manager for SUA gives you a full array of flexible tools to configure how your Contracts data is collected, arranged, displayed and reported. It allows customization options for adding and modifying fields, and other selection tools to meet your reporting needs.

## Import Contract Reports

For detailed information about contracts in SUA, see the *SUA User's Guide* and the *Software Catalog Editor's Guide*. In SUA version 1.3, you can import contract reports from an external .CSV file. Initiate the import by clicking the *Import* button on the Contracts tab primary window.



## View Contract Reports

The primary function of your SUA deployment is to generate the reports that you will use to meet regulatory and compliance obligations and to help you monitor and manage your software expenditures. Click the *Contract Report* tab to browse data on your software licenses. Compare this data with your asset inventory to audit license compliance agreements.

The screenshot shows the 'Contract Report' tab with a table titled 'Contracts by Software Title Version'. The table has columns for Publisher, Software title, Software title version, Active Contracts, Total Licenses, and Licenses Used. A red arrow points to the 'Software title version' column.

Publisher	Software title	Software title version	Active Contracts	Total Licenses	Licenses Used
21-6 Product	PE Builder	PE Builder 3.1	1	20	

## 7. Drill Down by Software

Click the *Drill Down by Software* tab on the SUA main page and view the title menus. Click one of the displayed publishers, and use the drill down method to gather more detailed information about your software assets.

Publisher	Total Computers	Total Runs	Total Time	Average Ru...
Copernic Technolo...	2	7	5 hrs 12 mins 53 s	0
Core FTP	1069	538	34 wks 3 days	0
Corel Corporation	417	23373	7 yrs 10 wks	0

Software title	Total Computers	Total Runs	Total Time	Average Runs ...
Corel Paint Shop ...	1	94	2 days 21 hrs 55 mir	0.27
Corel Paint Shop ...	1	0	0 secs	N/A
Corel Paradox	4	0	0 secs	N/A

Software title version	Total Computers	Total Runs	Total Time	Average Runs
Corel Paradox 9	4	0	0 secs	

## 8. Export

The *Export* button is located on the top right of the *Drill Down by Software*, *View all*, *Computers*, and *Contract Reports* tabs. Export the information on your window to either .CSV or .PDF format.

Computer Name	DNS Name	Operating System
CDSS0878	CDSS0878	WinXP 5.1.2600

**Export Options**

Choose export format:  CSV  PDF



## Technical support

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