



Configuration Guide

Using Management Shell Reports and Tracking User Access in the NetVanta UC Server

This configuration guide provides instructions for accessing the Microsoft PowerShell™ sample scripts and for viewing user access tracking in NetVanta Unified Communications (UC) Server. Microsoft PowerShell scripts provide the ability to automate administrative functions. Sample scripts included with the NetVanta UC Server software can generate basic reports that detail the class of service (CoS) that has been applied to each user, which mailboxes have been idle within a specified time frame, and what levels of access each user has from the UC server data. User access tracking enables administrators to view the date and time of recent access activity for each user profile and identify user accounts that are unused.

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Introduction to Microsoft PowerShell

Microsoft PowerShell is an interactive command line shell designed for Microsoft Windows® to automate administrative system tasks and develop management tools for common processes. Administrative tasks in Microsoft PowerShell are most commonly performed using *cmdlets*, a special class of programs within the .NET Framework libraries of prebuilt code for common programming tasks. Multiple cmdlets can be combined into *scripts* to perform more complicated tasks, such as creating user profile reports about mailbox usage.

NetVanta UC Server Management Shell Snap-In

The NetVanta UC Server Management Shell is a Microsoft PowerShell snap-in (a set of cmdlets and a PowerShell provider that extends the functionality of the shell) that allows management of users, identities (extensions), phones, and authentications. This helps administrators to more easily integrate external systems so those systems can affect changes in the UC server. Additionally, the advanced scripting functionality of Microsoft PowerShell allows administrators to easily export, import, migrate, and make other bulk changes to user-related data on the UC server.

The Microsoft PowerShell snap-in is installed as a feature of the NetVanta UC Client (disabled by default) and as a feature of the NetVanta UC Server (enabled by default). After upgrading either the NetVanta UC Client or NetVanta UC Server, use **Programs and Features** (Vista, Server 2008) or **Add/Remove Programs** (XP, Server 2003) to modify the NetVanta UC Client or NetVanta UC Server program to install the NetVanta UC Server Management Shell snap-in feature on the system. Once installed, a new shortcut appears in the **Start** menu called NetVanta UC Server Management Shell. Launching this shortcut will open a Microsoft PowerShell session with the NetVanta UC Server Management Shell snap-in loaded.

Basic information related to using Microsoft PowerShell with the UC server is provided when you launch the NetVanta UC Server Management Shell. Each command provides helpful information and examples of potential usage.

Hardware and Software Requirements and Limitations

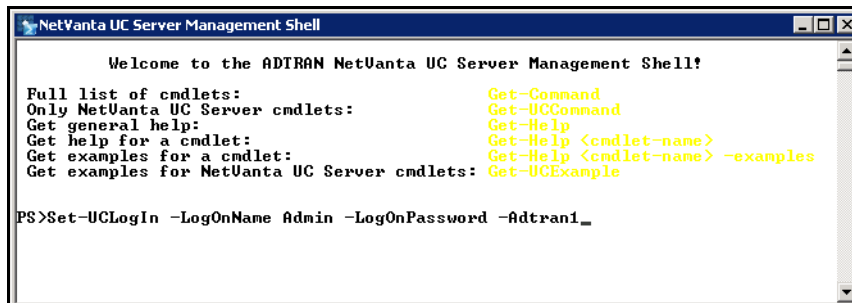
The NetVanta UC Server Management Shell snap-in requires Microsoft PowerShell 2.0 to run its reporting functions. Microsoft PowerShell 2.0 can be obtained online from the Microsoft Download Center (<http://www.microsoft.com/download>) as a part of the Windows Management Framework Core package.

The NetVanta UC Server Management Shell reporting functions and user access tracking are only available in NetVanta UC Server products running NetVanta UC Server version 4.6 or later.

Logging into the NetVanta UC Server Management Shell

In order to use cmdlets and run scripts in the NetVanta UC Server Management Shell, you must log in using the NetVanta UC Client administrator user name for the `<username>` variable and the NetVanta UC Client administrator password for the `<password>` variable. At the command prompt, enter:

```
PS>Set-UCLogIn -LogOnName <username> -LogOnPassword <password>
```



NetVanta UC Server Management Shell Sample Scripts

The NetVanta UC Server software comes with sample PowerShell scripts that can be run using NetVanta UC Server Management Shell. These sample scripts are located on your computer in C:\Program Files (x86)\ADTRAN\NetVanta UC Server\PowerShell Samples.

Setting the *Start in* folder

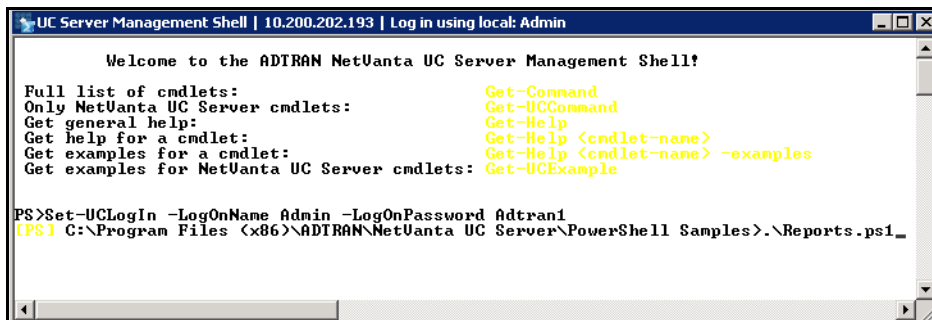
1. Navigate to **Start > All Programs > ADTRAN > NetVanta UC Server**. Right-click on the **NetVanta UC Server Management Shell** icon and select **Properties**. This will open the NetVanta UC Server Management Shell Properties window.
2. Select the **Shortcut** tab, and locate the **Start in** field. Ensure that this field contains the path to the PowerShell Samples folder (C:\Program Files (x86)\ADTRAN\NetVanta UC Server\PowerShell Samples). If the **Start in** field has the path to the **PowerShell Samples** folder, select **OK** to exit **NetVanta UC Server Management Shell Properties**. If the **Start in** field does not have the path to the **PowerShell Samples** folder, enter the folder location, select **Apply**, and select **OK**.

Running a NetVanta UC Server Management Shell Sample Script

1. Navigate to **Start > All Programs > ADTRAN > NetVanta UC Server > NetVanta UC Server Management Shell**. This will open the NetVanta UC Server Management Shell.
2. Log in using your NetVanta UC Client administrator user name and password as outlined in [Logging into the NetVanta UC Server Management Shell on page 3](#).

- Enter the file name of a NetVanta UC Server Management Shell script contained in the **PowerShell Samples** folder using `.\` notation, which tells PowerShell to look for the script file in the current directory (configured in [Step 2 on page 3](#)). For example:

```
[PS]C:\Program Files (x86)\ADTRAN\NetVanta UC Server\PowerShell Samples>.\Reports.ps1
```

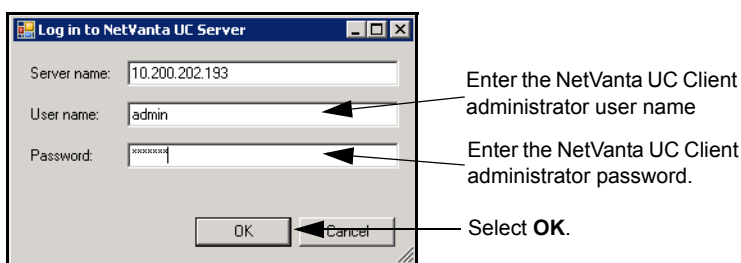


NetVanta UC Server Management Shell Reporting

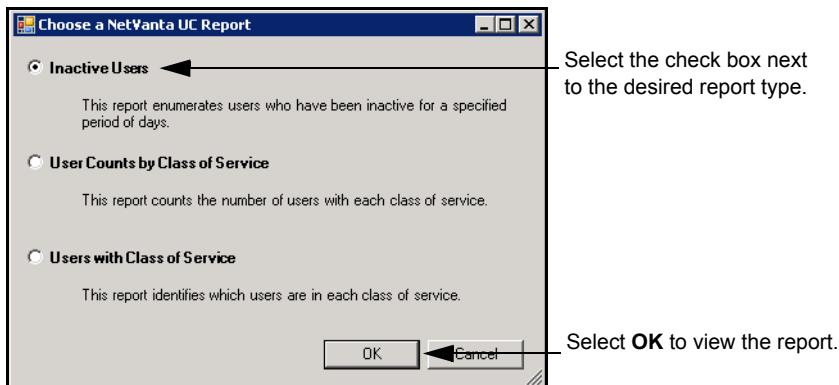
The NetVanta UC Server Management Shell reporting script (**Reports.ps1**) is one of the sample scripts included with the NetVanta UC Server software. It allows administrators to access reporting functions that either list users that have been inactive for a specified number of days, count and display the number of users contained in each CoS, or list all users and their CoS.

To access NetVanta UC Server Management Shell reporting script, follow these steps:

- Run the **Reports.ps1** script (refer to [Running a NetVanta UC Server Management Shell Sample Script on page 3](#)). If you did not log in using the NetVanta UC Server Management Shell, a GUI will appear with fields to enter your user name and password. Enter the NetVanta UC Client administrator user name in the **User name** field, and enter the NetVanta UC Client administrator password in the **Password** field. Select **OK**, and a new GUI will appear on your screen.



2. Select the type of report you would like to generate by selecting the check box next to the desired report type and then selecting the **OK** button. A new window containing the selected report type will appear.

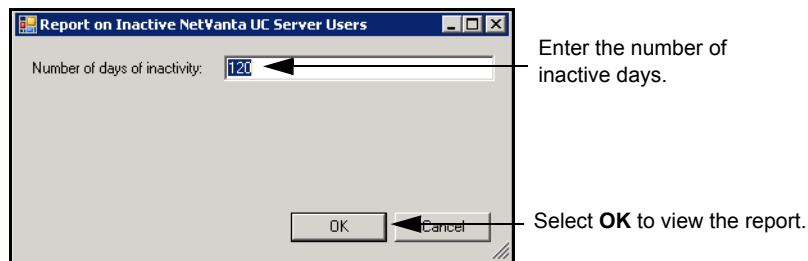


Inactive Users Report

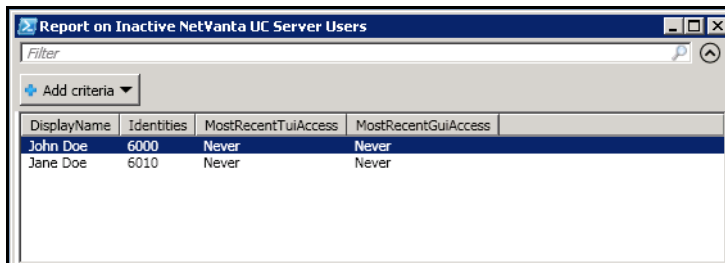
The **Inactive Users** report will list users that have not accessed their account by either the telephone user interface (TUI) or the GUI within a specified time.

To access the **Inactive Users** report, follow these steps:

1. After selecting the **Inactive Users** report using the steps outlined in [NetVanta UC Server Management Shell Reporting on page 4](#), a dialog box will appear prompting you to enter the number of days of inactivity (**120** days is the default).
2. In the **Number of days of inactivity** field, enter the number of days of inactivity, and select the **OK** button.



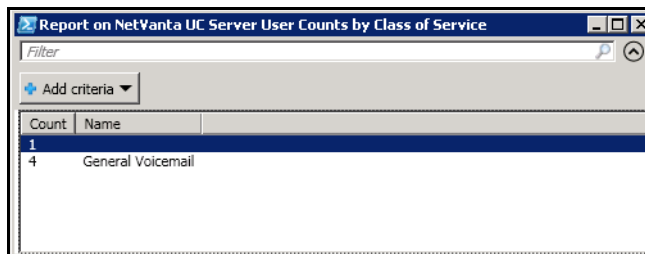
- After selecting the number of days of inactivity, a report will appear in a new window displaying all members that have been inactive for at least the number of days specified in the previous step. The Inactive Users report shows the display name of the user (**DisplayName**), the extension of the user (**Identities**), the user's most recent account access via the TUI (**MostRecentTuiAccess**), and the user's most recent account access via the GUI (**MostRecentGuiAccess**).



DisplayName	Identities	MostRecentTuiAccess	MostRecentGuiAccess
John Doe	6000	Never	Never
Jane Doe	6010	Never	Never

User Counts by Class of Service Report

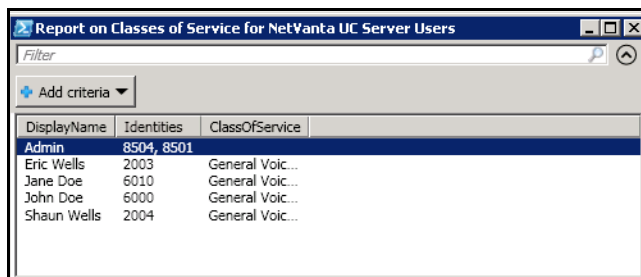
The **User Counts by Class of Service** report lists the number of users in each CoS and the name of the CoS. The **User Counts by Class of Service** report is generated by the NetVanta UC Server Management Shell reporting function when it is selected in the last step outlined in [NetVanta UC Server Management Shell Reporting on page 4](#).



Count	Name
1	General Voicemail
4	General Voicemail

Users with Class of Service Report

The **Users with Class of Service** report lists all users, their extensions (**Identities**), and the CoS of each user. The **Users with Class of Service** report is generated by the NetVanta UC Server Management Shell reporting function when it is selected in the last step outlined in [NetVanta UC Server Management Shell Reporting on page 4](#).

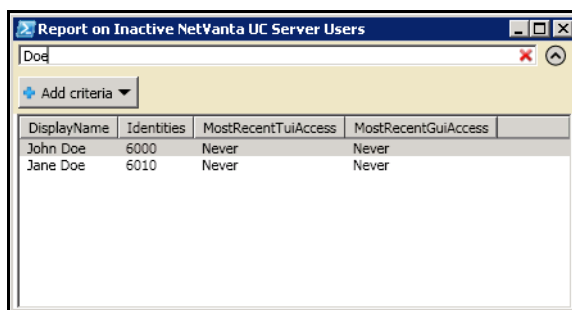


DisplayName	Identities	ClassOfService
Admin	8504, 8501	
Eric Wells	2003	General Voic...
Jane Doe	6010	General Voic...
John Doe	6000	General Voic...
Shaun Wells	2004	General Voic...

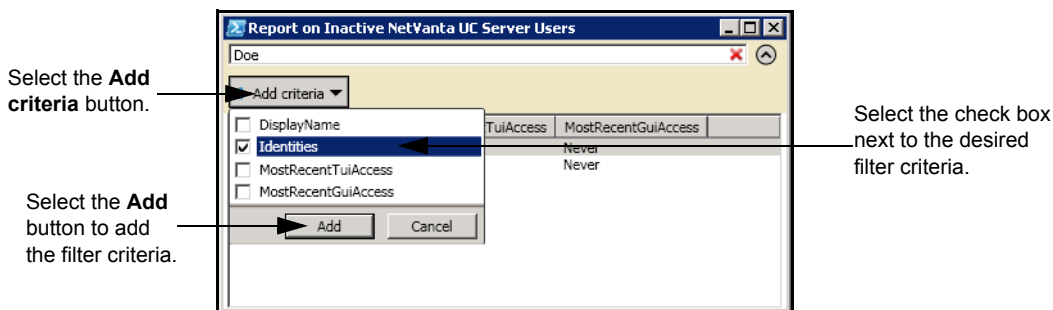
Filtering NetVanta UC Server Reports

The contents of a NetVanta UC Server report can be filtered based on user-specified criteria. The entire content can be filtered by one criterion and those results can be filtered further by specifying additional criteria. The criteria by which a report can be filtered changes depending on the report.

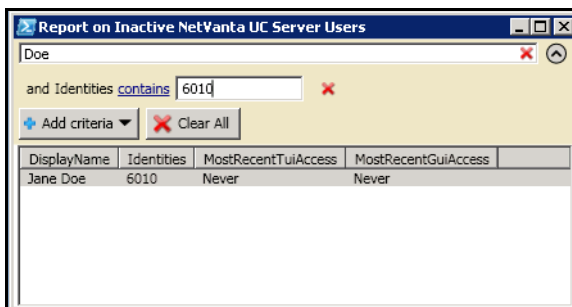
1. To filter the entire content of the report, enter the filter criteria into the **Filter** field located at the top of the report. The filter will be applied automatically as you enter the information. In the following example, the results have been filtered based on **Doe**.



2. To filter the report based on one or more specific criteria, select the **Add criteria** drop-down menu, and select the check box beside the name of the desired filter criteria. Select the **Add** button to add the specified criteria.



3. After the new criteria is added, a field will appear underneath the **Filter** field that will filter based on the criteria you chose in the previous step. In this example, the general filter results are filtered further by **Identities** for a more specific result.



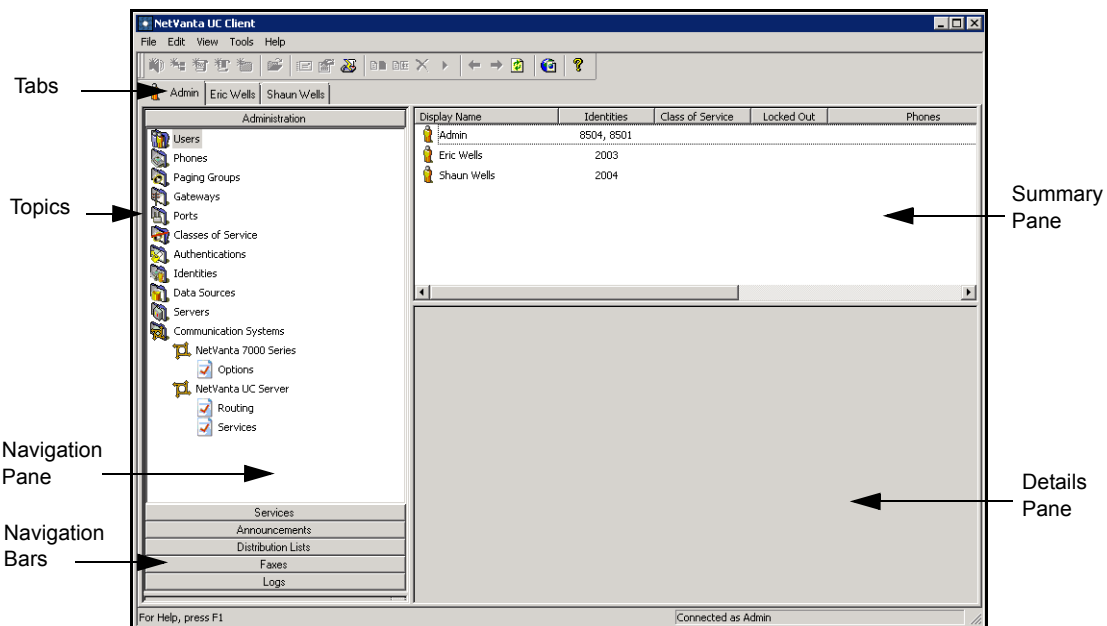
NOTE You can use more than one filter at a time; however, the effects are cumulative. For example, if you add a **DisplayName** filter and an **Identities** filter, any result must match both criteria in order to be displayed.

Tracking User Access

In addition to the NetVanta UC Server Management Shell reporting functions, user access time tracking enables the administrator to track the activity of users and identify user accounts that are unused. User access time tracking is accessed through the NetVanta UC Client when logged in as an administrator.

To access user access time tracking, follow these steps:

1. Navigate to **Start>All Programs>ADTRAN>NetVanta UC Server>NetVanta UC Client** to open NetVanta UC Client.
2. Enter the administrator user name and password (the default user name is **admin** and the default password is **password**) in the provided fields and select enter. NetVanta UC Client will appear in a new window.



3. Select the **Administration** navigation bar on the left side of the NetVanta UC Client window to access administrative functions.
4. Select the **Users** topic to preview and access user profiles.

- In the **Users** summary pane, select a user whose GUI and TUI access times you would like to view. Details of the user's profile will appear in the details pane. **Most recent GUI access** and **Most recent TUI access** display the user's most recent access via the GUI and the TUI, respectively.

Select the **Administration** bar to access administrative functions.

Select the **Users** topic to access user profiles.

Select the user's display name to display a user profile details.

Displays most recent GUI and TUI accesses.

Display Name	Identities	Class of Service	Locked Out	Phones
Admin	8504, 8501			
Eric Wells	2003	General Voicemail		
Jane Doe	6010	General Voicemail		
John Doe	6000	General Voicemail		
Shaun Wells	2004	General Voicemail		

User name: Jane Doe
 First name: Jane
 Last name: Doe
 Class of service: General Voicemail
 Included in dial-by-name: Yes
 Mode: Personal Assistant
 User type: Local User
 Operator: (using system operator)
 Has logged in: No
 Message store: Local Message Store
 Contact database: Client-Side Contact Cache
 Integrated messaging: Disabled
 Time zone: < Same time zone as server system >
 Most recent GUI access: Never
 Most recent TUI access: Never
 Associated identities: 6010 (Personal Assistant)
 Authentications allowed to access profile: Jane Doe (owner)

NOTE Profiles that have never been accessed by a particular means (either GUI or TUI) will display **Never** by that access type. Profiles that have not been accessed by a particular means since the last system update will display **Unknown** by that access type.