

Sample chapter from:



# Advanced Access for Open View Installation and Operation Guide

Version 1.2  
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# Configuring and Using Features \_\_\_\_\_

## 4.1 Using the web interface \_\_\_\_\_

The OVAA web portal interface may be accessed via the URL displayed during the install process. The URL may differ depending on your system name, DNS, use, or HTTPS and port numbers selected. Typically the OVAA URL will look like this:

<http://your.system.name.com:8087/ovaa>

Once you launch the URL (using IE 5.5 or higher or Netscape 7.0/Mozilla 1.7 or higher) the Login Screen should be displayed. The first time the administrator signs in, log in as the portal administrator user (portal\_admin). The default “portal\_admin” user password is “portal\_AdM”, please change this password as soon as you log in the first time. New users and roles can ONLY be created and changed by “portal\_admin” or another user in a role “portal\_admin” has assigned Admin Menus to.

When you sign on to the OVAA web portal it will open to Home Base and a view of key Management Server Stats. Along the left side of the screen will be the menu that you will use to navigate through the OVAA functions. (**might be removing this?????**)

The Home Base interface tells IT staff at a glance the current state and health of the management server.

## 4.2 Types of home base panels \_\_\_\_\_

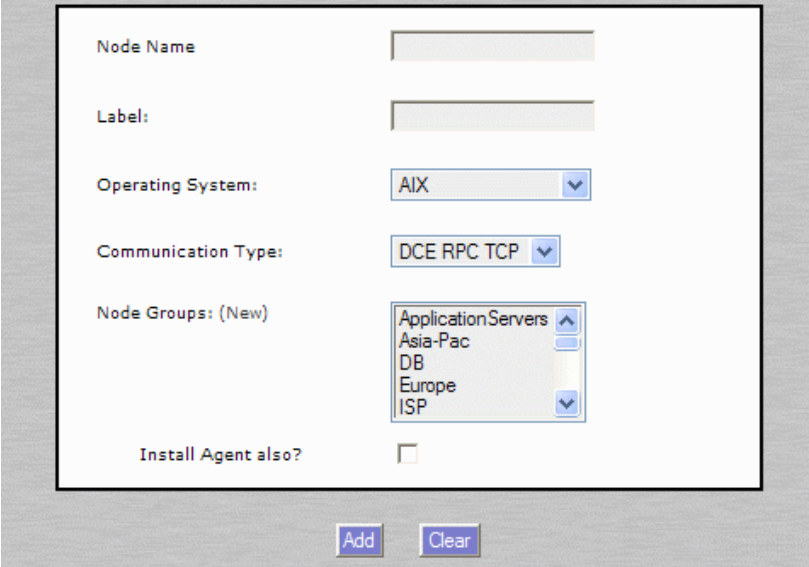
- **Active Message summary:** Percentage of OVO messages that fall into the OVO severities (Normal, Warning, Minor, Major, Critical or Unknown)
- **OS Info:** Text panel showing the basic hardware OS configuration such as hardware type, IP address, and memory
- **OV Info:** Text Panel showing the current configuration of the basic OpenView software versions and configurations, such as number of OVO managed nodes, OVO, and NNM versions and versions of the underlying Oracle Database

## 4.3 Provisioning features

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### 4.3a Adding Nodes

- Sign into Advanced Access
- Click on the plus/minus next to the *Provisioning* folder to open the list of options
- Click on *Add Nodes*
- You will see this:



- Fill in the node name (usually the fully qualified host name) of the server you are adding to OVO. Make sure that this node name and equivalent IP address can be resolved with name resolution (DNS/etc/hosts, etc.)
- Fill in the *Label*. This is the value that will show up on the icon in your OVO. The label is usually the same as the host name of the server.
- Use the pull-down menu to choose your operating system
- Use the pull-down menu to choose the communication type used between the management server and agents. This selection is a function of the operating system choice you make. You will usually choose “DCE RPC UDP” except for Windows servers and agents outside a firewall, which should be “DCE RPC TCP”. For more information, check the online help of the OVO Motif Console.

- Use the menu to choose one or more node groups that this new node should be a part of. If the appropriate node group does not exist, you may click the New link to create a new one.
- Check the Install Agent Also box if you want to install the OV Operations agent directly after the new node is added to OVO
- Click the Add button to add the new node to OVO

#### 4.3b Adding node groups

- Click on the plus/minus next to the *Provisioning* folder to open the list of options
- Click on *Add Node Groups*
- You will see this:

- Fill in the name of your new node group
- Click the Add button to add the new node group

#### 4.3c Installing agents

**Note:** Currently the default OVAA Agent installation tool requires some minor customization on the OVO Management server. Please see the “System Security” section for instructions on how to configure the backend components of the self service agent provisioning.

- Click on the plus/minus next to the *Provisioning* folder to open the list of options
- Click on *Install Agent*
- You will see the screen that appears on the next page
- Fill in the following fields:
  - **Node** – Fully Qualified hostname of the node to install and agent on as it appears in OVO
  - **Preferred IP** – If the node is multi-homed, IP address that should be used by the OVO agent

The screenshot shows a configuration window for the OVO Agent. The fields and their values are as follows:

- Node: [Empty text box] List of Nodes
- Preferred IP: [Empty text box]
- HW/OS Type: hp/parisc/hp-ux11 (dropdown)
- Agt Version: Latest (dropdown)
- System Resource Update:  Yes  No
- Start Agt after install?:  Yes  No
- Log Dir:  Default  Custom : [Empty text box]
- Depot Node: [Empty text box]
- Access Method: 0
- Package Name: VOID
- Depot Name: VOID
- Compress Package Transfer: 0
- Compress Package: 0
- Un/Install Method: SSH (dropdown)
- Force Update:  Yes  No  Interactive
- Login Name: [Empty text box]
- Password: (Install Program will prompt for password, if needed)

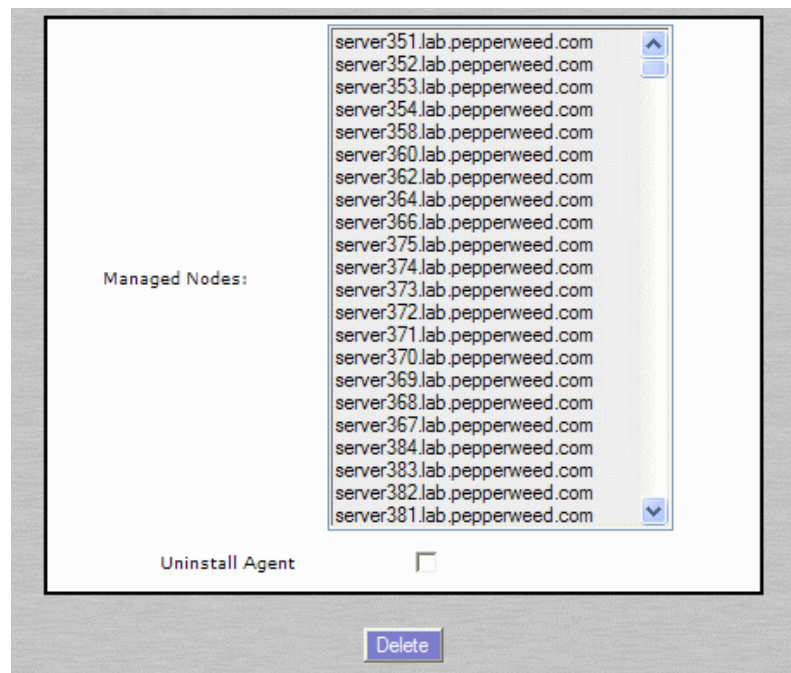
Buttons: Install, Uninstall

- **HW/OS Type** – Select the appropriate hardware platform for the agent
- **Agt Version** – Select the version of the OVO agent to distribute (Default: “Latest”)
- **System Resource Update** – Select “Yes” if you want OVO to update the system resource files automatically. Examples of this are when OVO updates the files in /etc/rc.config.d upon “opc\_op” user registration. (default: yes)
- **Start Agent after Install** – Select “Yes” if you want the OVO agent to be started after installation (Default: Yes)
- **Log Dir** – The name of the local log directory on the managed node, including directory path. Refer to the OVO Admin I Guide for default log directory paths.
- **Depot Node** –
- **Access Method** –
- **Package Name** –
- **Depot Name** –
- **Compress Package Transfer** –
- **Compress Package** –
- **Un/Install Method** – Select the type of OVO Agent installation (SSH, FTP, remsh, HP Software Depot)

- **Force Update** –
- **Login Name** – The user name that will be used to install the OVO Agent.
- **Password** – The password needed to access to install the OVO agent will be prompted if required.
- Click the “Install” or “Uninstall” buttons to Install or Uninstall the agent

#### 4.3d Deleting nodes

- Click on the plus/minus next to the *Provisioning* folder to open the list of options
- Click on *Delete Nodes*
- OVAA will generate a list like the one below. It will consist of managed nodes that you have access to according to the role you are assigned

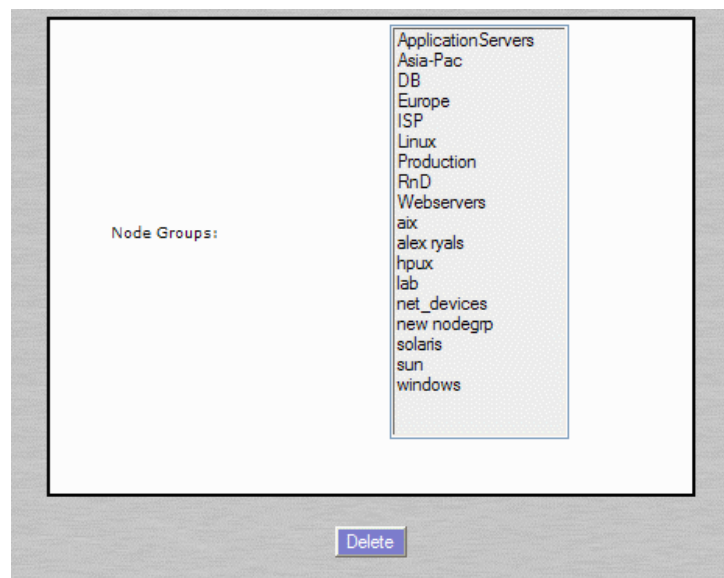


- Choose the nodes to be deleted. [Hold down the Ctrl key or drag the mouse over the items to choose more than one node at a time, or hold down the Shift key to choose several consecutive node]

- Check the “Uninstall Agent” box if you want to remove the OV Operations agent from the managed node before removing the node from OVO
- Click the “Delete” button at the bottom of the page to remove the node from OVO

#### 4.3e Deleting node groups

- Click on the plus/minus next to the *Provisioning* folder to open the list of options
- Click on *Delete Node Grps*
- OVAA will generate a list of node groups like the one below. It will consist of groups you have access to according to the role you are assigned.



- Choose the node group(s) to be deleted. [Hold down the Ctrl key or drag the mouse over the items to choose more than one node group at a time, or hold down the Shift key to choose several consecutive node groups]
- Click the Delete button at the bottom of the page to remove the node group from OVO

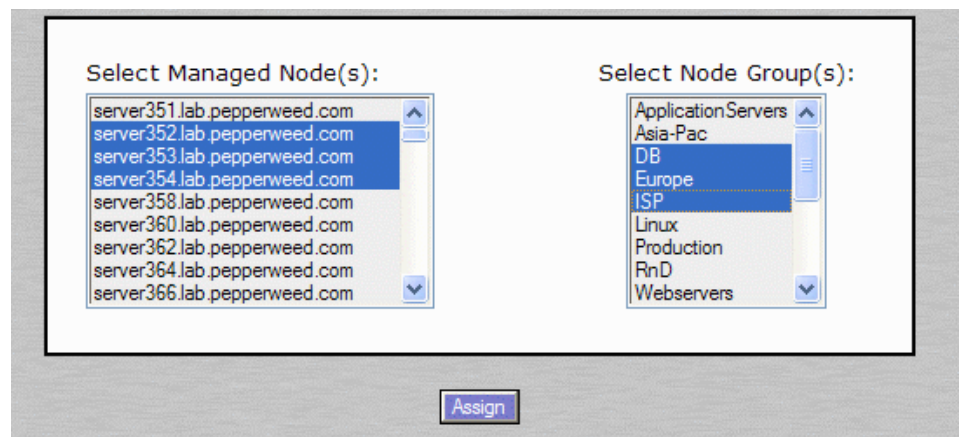
#### 4.3f Installing/Uninstalling Agents

- Refer to section 4.3c

#### 4.3g Assigning nodes to node groupings

You can assign a managed node to a node group (i.e. server1 to the production group) to set access and group servers into logical units. To assign nodes to groups:

- Click on the plus/minus next to the *Provisioning* folder to open the list of options
- Click on *Node Groupings*
- OVAA will generate a list of managed nodes and a list of node groups like the one below. It will consist of groups you have access to according to the role you are assigned



- Select the managed node(s) you wish to add to a group, then select the group. [Hold down the Ctrl key or drag the mouse over the items to choose more than one managed node at a time, or hold down the Shift key to choose several consecutive managed nodes]
- Click Assign to assign the node(s) to the node groups(s)

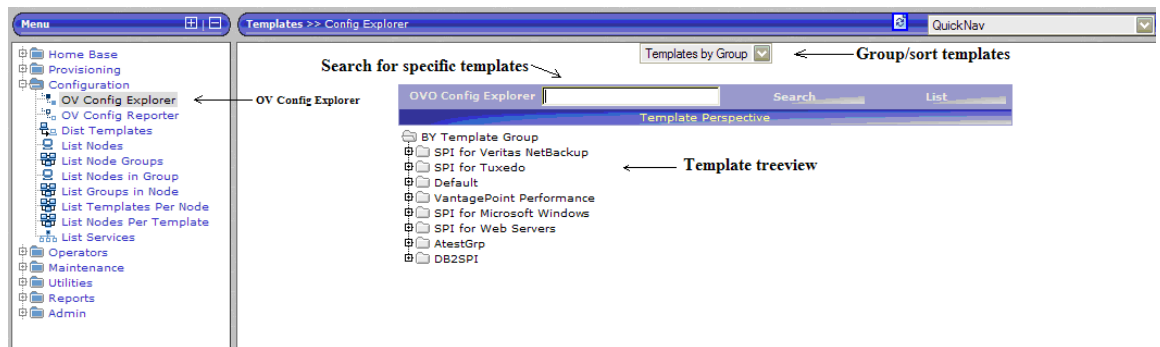


## 4.4 Configuration features

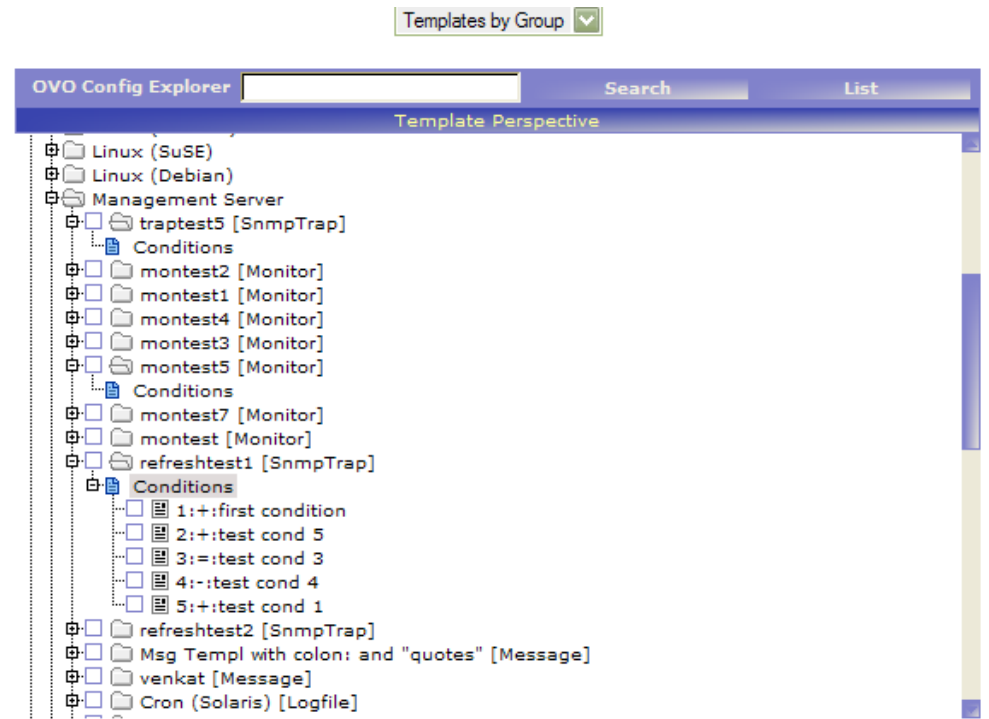
### 4.4a OV Config Explorer

The OV config explorer allows the user to view, add, delete, or modify OVO templates and associated conditions. Template administrators use this screen for maintaining assigned templates.

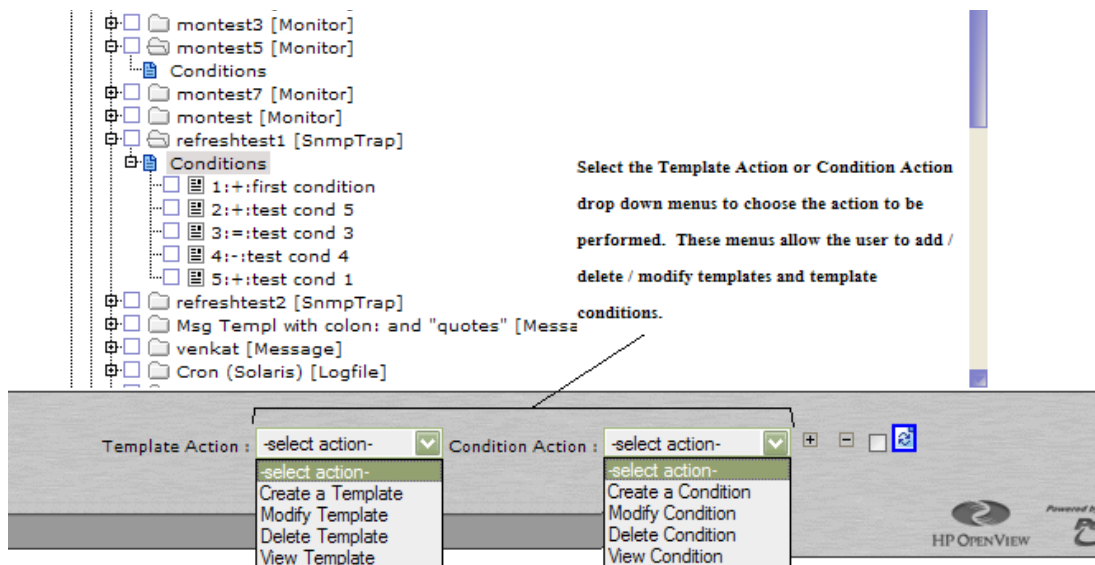
Template groups can be assigned to specific user roles and then assigned to individuals. In this way, templates can be organized and maintained by their respective administrative personnel and the burden of template administration distributed among many people.



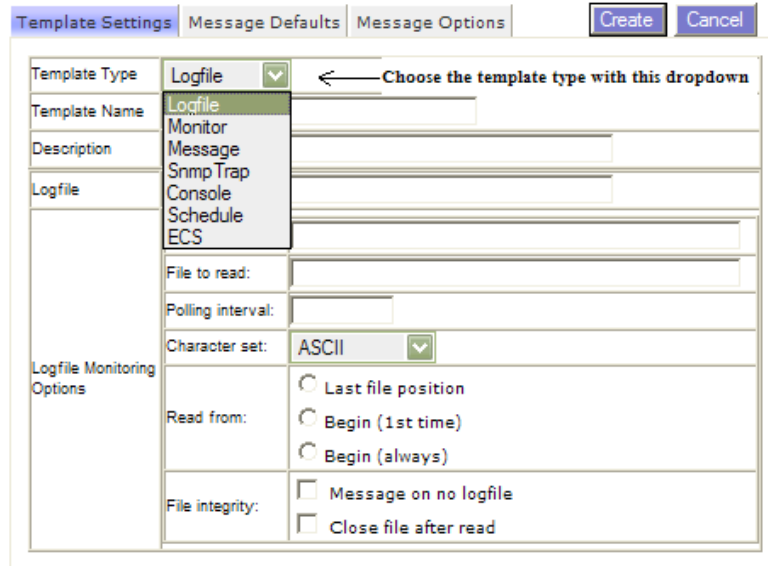
- Click on the plus/minus next to the *Configuration* folder to open the list of options
- Click on *OV Config Explorer*
- Click on the plus/minus to open your template group
- Click on the plus/minus for your OS. Under each OS you will find access to modifying the conditions associated with the templates
- The templates can be searched and/or sorted by type or name using the *Templates by Group* drop down box above the search bar



- Check the box next to the template or condition that needs action performed upon and next use the drop down menu at the bottom of the screen to choose which action to take



- To create a new template, select one of the template groups and then choose “*Create a Template*” from the drop down menu
  - OVAA will open a new template window that looks like this:



- - Fill in all of the necessary fields to create the template
  - Click the create button

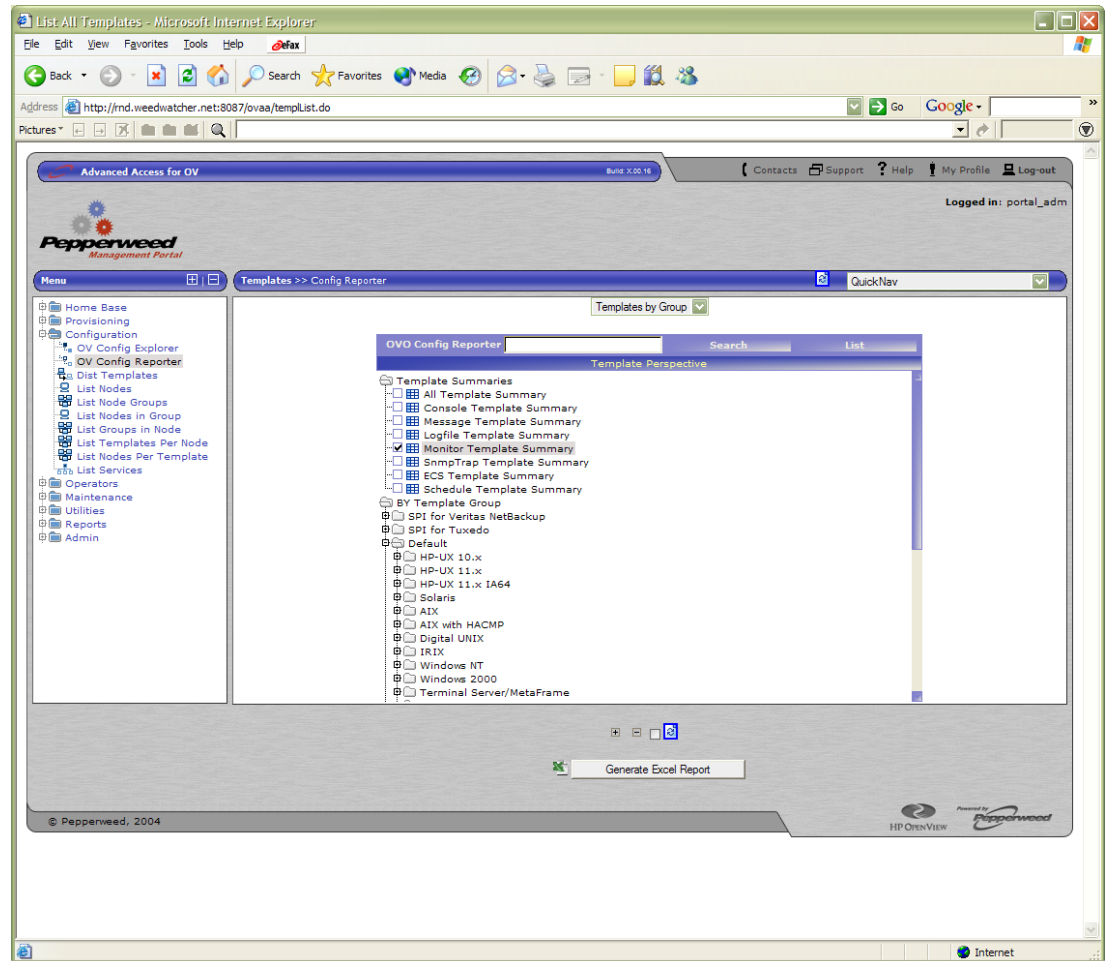
**Note:** All adds/deletes/modifications to templates and conditions follow this pattern.

#### 4.4b OV Config Reporter

The OV Config Reporter view allows you to view and generate reports about the existing templates. This is helpful when trying to determine what is available when trying to create monitoring, event workshops, or just to view what has been created.

- Click on the plus/minus next to the *Configuration* folder to open the list of options
- Click on *OV Config Reporter*

- Choose *Template Summaries*. The screen will look like this:



- Summary templates offered:
  - **All** – summary report for all templates
  - **Console** – summary report for all console templates
  - **Message** – summary report for all open message interface templates (opcmsg)
  - **Logfile** – summary report for all log file templates
  - **Monitor** – summary report for all monitor templates (opcmon or threshold monitors)
  - **SNMPTrap** – summary of all trap templates
  - **ECS** – summary report of all event correlation circuits created in OVO
  - **Schedule** – summary report for all schedule templates

- Choose the summary group you wish to see a report on
- Click on "Generate Excel Report"
- OVAA will generate a report in Excel that can be downloaded or opened

"Template Groups" reports are reports for each template belonging to the groups listed. These are useful when determining which templates are in which groups. This allows you to troubleshoot template assignments and duplicate messages in the browser.

- Click on the plus/minus next to the *Configuration* folder to open the list of options
- Click on *OV Config Explorer*
- Click on *Template Groups*
- Choose the template group you wish to see a report on
- Click on "Generate Excel Report"
- OVAA will generate a report in Excel that can be downloaded or opened

#### 4.4c Distributing templates, commands, actions, monitors

- Click on the plus/minus next to the *Configuration* folder to open the list of options
- Click on *Dist Templates*
- OVAA will generate a list of Managed Nodes and Node Groups that you are allowed to see according to the role you are assigned
- Choose the Managed Node(s) and/or Node Groups you wish to distribute the templates to. [Hold down the Ctrl key or drag the mouse over the items to choose more than one item at a time, or hold down the Shift key to choose several consecutive items]
- Depending on what you are trying to distribute, click the checkbox for Templates, Actions, Commands and/or Monitors.
- Click "Force Distribution" if you wish OVO to re-deploy the template, actions, commands and/or monitors even if there are no new updates.
- Click the "Distribute" button

#### 4.3d Listing nodes

- Click on the plus/minus next to the *Configuration* folder to open the list of options

- Click on *List Nodes*
- OVAA will generate a list of all nodes that you are allowed to see according to the role you are assigned, with names, labels, IP addresses, and machine type. The columns of the list are sortable by clicking on the column names.

#### 4.3e Listing node groups

- Click on the plus/minus next to the *Configuration* folder to open the list of options
- Click on *List Node Groups*
- OVAA will generate a list of all Node Groups and a description of each group. The columns of the list are sortable by clicking on the column names.

#### 4.3f Listing nodes per node groups

- Click on the plus/minus next to the *Configuration* folder to open the list of options
- Click on *List Nodes per Group*
- OVAA will generate a pull-down menu of all Node Groups that you are allowed to see according to the role you are assigned.
- Select the Node Group you want to view the assignments to
- Click the “View” button
- OVAA will generation a list of all Nodes in the Node Group including their IP addresses and machine types and ask if you want to delete the node. This list will be filtered according to the access provided by the role you are assigned.
- If you wish to delete a node, click the word delete at the end of its line

#### 4.3g Listing groups per node

- Click on the plus/minus next to the *Configuration* folder to open the list of options
- Click on *List Groups toper Node*
- Click the “View” button

- OVAA will generate a list of all Node Groups the Node belongs to including their IP addresses and machine types and ask if you want to delete the node. This list will be filtered according to the access provided by the role you are assigned.
- If you wish to delete a node from a group, click the word delete at the end of its line

#### 4.3h Listing templates per node

- Click on the plus/minus next to the *Configuration* folder to open the list of options
- Click on *List Templates per Node*
- OVAA will generate a pull-down menu of all nodes you have access to, according to the role you are assigned.
- Choose the node you're interested in
- OVAA will generate a list of all the templates assigned to that node that you are allowed to see according to the role you are assigned, including its name and type. The columns of the list are sortable by clicking on the column names.

#### 4.3i Listing Nodes per Template

- Click on the plus/minus next to the *Configuration* folder to open the list of options
- Click on *List Nodes per Template*
- OVAA will generate a pull-down menu of all templates that you have access to, according to the role you are assigned.
- Choose the template your interested in
- OVAA will generate a list of all the nodes assigned to that template. The columns of the list are sortable by clicking on the column names.

#### 4.3j Listing services

- Click on the plus/minus next to the *Configuration* folder to open the list of options
- Click on *List Services*
- OVAA will generate a list of service types and their names

## 4.4 Operator features

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### 4.4a Sending an operator message

- Click on the plus/minus next to the *Operators* folder to open the list of options
- Click on *Operator Message*
- OVAA will open a message screen with a text box and the choice of sending the message to all operators or to selected operators
- To send to all, select the button next to All Operators
- To send to selected operators, select the button next to the pull-down menu of operators and chose the operator to whom the message is intended
- Type the message into the text box
- Click on Send

### 4.4b Checking assigned services

- Click on the plus/minus next to the *Operators* folder to open the list of options
- Click on *Services Assigned*
- OVAA will generate a list of services assigned to the operator

### 4.4c Assigning services

- Click on the plus/minus next to the *Operators* folder to open the list of options
- Click on *Assigning Service*
- OVAA will generate a pull-down menu of services and users to assign them to
- Choose the service and the user(s) to assign it to. [Hold down the Ctrl key to choose more than one user at a time, drag the mouse over the items or the Shift key to choose several consecutive users]
- Click on Assign



#### 4.4d Unassigning services

- Click on the plus/minus next to the *Operators* folder to open the list of options
- Click on *Unassigning Service*
- OVAA will generate a pull-down menu of services, including their type
- To delete the user from the service, click on delete at the end of the row you wish to delete

### 4.5 Maintenance features

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OVAA reads your outage definition file (/etc/opt/OV/share/conf/OpC/mgmt\_sv/respmgrs/outage) and puts hooks in it for defining node-based outages.

Corresponding to each managed node defined in OVO, new condition status variables are created and their definitions added in the outage file. Thus if you have a node prudy.labs.pepperweed.com a corresponding condition status variable prudy.labs.pepperweed.com will be created in the outage file.

These condition status variables allow you to put any node in your environment in maintenance mode. Messages from that node will still be received but will go directly to history message browser.

Any new nodes that you add will be available the next day.

<OVAA\_INSTALL\_PATH>/bin/instrumentOutage.pl runs every night at 11 p.m. and syncs the outage file with any nodes added/deleted from OVO.

**Note:** If you add any nodes and want them to be immediately available run the above program manually.

#### 4.5a Viewing maintenance defaults

- Click on the plus/minus next to the *Maintenance* folder to open the list of options
- Click on *View Maint. Defs*



- OVAA will generate a list of defined condition status variables (above)
- Choose the appropriate variable and click View Definition
- A web page will appear with the contents of the definition

#### 4.5b Enabling maintenance

- Click on the plus/minus next to the *Maintenance* folder to open the list of options
- Click on *Enable Maint*
- OVAA will generate a list of condition status variables which are currently false
- Three types of maintenance options are presented:
  - **Nodes to put in maintenance** – A list of all nodes will appear here, choose the appropriate node(s) and click Assign button. Any messages appearing from this node will now be logged only and will not appear in the active message browser. (They will be available in the history browser)
  - **Node Groups to put in maintenance** – Choose the node group to put in maintenance and it will disable all the nodes contained in that node group
  - **Condition status variables to put in maintenance** – Any condition status variables that you may define in the outage file are available here
- Click on any combination of the above to add them to maintenance

#### 4.5c Disabling maintenance

- Click on the plus/minus next to the *Maintenance* folder to open the list of options
- Click on *Disable Maint*
- OVAA will generate a list of nodes, node groups and/or condition status variables that are currently in maintenance
- Select any combination of nodes/node groups/condition status variables to take off maintenance

**Note:** If you select a node group to take off maintenance, all nodes associated with that node group will also be taken off maintenance. However, if all nodes belonging to a node group are individually taken off maintenance, the node group will not be taken off maintenance. You must select the node group to remove it from maintenance.

### 4.6 Utilities

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#### 4.6a Start/stop/status OVO management server

- Click on the plus/minus next to the *Utilities* folder to open the list of options
- Click on *Mgmt Srv Services*
- For this multi-functional form, you may only pick one option at a time. Select to stop/start/status all OV processes, OVO processes or the local OVO agent processes on the management server
- Click Submit to execute the action
- Results of the Start/Stop/Status action will appear on the next screen

#### 4.6b Start/stop/status OVO agents

- Click on the plus/minus next to the *Utilities* folder to open the list of options
- Click on *Agent Services*
- OVAA will generate a list of all managed nodes and node groups that you have access to based on the role you are assigned
- Select managed node(s) and/or node group(s) that you wish to execute the action against [Hold down the Ctrl key or drag the mouse over the items to choose more than one role at a time, or hold down the Shift key to choose several consecutive roles]

- Select an action to Start/Stop/Status or view the version of the selected remote OVO agents
- Click Submit to execute the action
- Results of the Start/Stop/Status/Version action will appear on the next screen

#### 4.6c Look up OVO stale nodes

- Click on the plus/minus next to the *Utilities* folder to open the list of options
- Click on *List Stale Nodes*
- OVAA will generate list of all the OVO managed nodes that exist in the `opc_node_names` table of the database, but not in the `opc_nodes` table. This situation can occur if you have removed a managed node from OVO, but there were still references to that node in other parts of OVO
- Choose the node you're interested in

#### 4.6d Verify the OVO database

- Click on the plus/minus next to the *Utilities* folder to open the list of options
- Click on *Verify OVO DB*
- Select the options of the OVO command `opcdbidx` that you wish to run. For more information about the options, refer to the Option Table on the web page or the OVO manpage for `opcdbidx`.
- Click the “Submit” button to execute the `opcdbidx` command with the chosen options
- Results of the command will appear on the next web page

#### 4.6e OVO error code lookup

- Click on the plus/minus next to the *Configuration* folder to open the list of options
- Click on *Lookup OVO Errors*
- Enter the OVO Error Code into the text box. You will most likely have obtained this error code from the `/var/opt/OV/log/OpC/mgmt_sv/opcerror` file.

- Click the “Submit” button to lookup the definition of the error code. Due to limitations with OVO Unix, there will be some valid error codes that will not contain a lookup response.
- Results of the command will appear on the next web page if available

## 4.7 Reports

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### 4.7a Generating inventory reports

- Click on the plus/minus next to the *Reports* folder to open the list of options
- Click on *Inventory*
- OVAA will generate a pull-down menu of report options a bar graph of templates by type
- You can view any of the other inventory reports such as *Nodes by OS* or *Nodes by Group* by selecting them from the pull-down menu

### 4.7b Generating default OVO reports

- Click on the plus/minus next to the *Reports* folder to open the list of options
- Click on *Def OVO Reports*
- You will have the option of selecting Operators, Profiles, Node Groups, All Nodes, Node Config, Node Reference, Msgs/MsgGrp, Operator Act, Unmon Items, or MngmtSvr ErrorLog
- OVAA will generate a detailed OVO report. These are the more useful standard OVO reports provided by HP and can also be run in the OVO Motif interface.

### 4.7c Generating OpenView Licensing Reports

- Click on the plus/minus next to the *Reports* folder to open the list of options
- Click on *OV Licensing*
- Click on Lic Key to display the current OVO license key(s) enabled
- Click on Lic Summary for a summary of your OpenView license, including number of licenses, management server, date the license began and if/when it will expire

## 4.8 Administrative Functions

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### 4.8a Adding and Deleting Roles

This form allows you to create a new role in Advanced Access that users will be assigned to. Other forms in the “Admin” section will allow you to configure your roles. This role concept is similar, but different from the OVO profile.

- Click on the plus/minus next to the *Admin* folder to open the list of options
- Click on *Add/Del Roles*
- A multi-function form will appear allowing you to either Add or Delete a role.
- Adding a new Role
  - If adding a new role, fill in the Role Name and Description
  - Click “Add” to add the new role to Advanced Access
- Deleting Role(s)
  - To delete a role(s), choose the role(s) in the selection box. [Hold down the Ctrl key or drag the mouse over the items to choose more than one role at a time, or hold down the Shift key to choose several consecutive roles]
  - Click “Delete” to remove the role(s) from Advanced Access. Once a role is removed, the user to role assignments are removed automatically.

### 4.8b Adding and deleting users

This form allows you to create a new user in Advanced Access that will later be assigned to a role. This user is specifically for Advanced Access and separate from OVO users. However, as a best practice, you should probably make your OVO users and Advanced Access users the same for simplicity.

- Click on the plus/minus next to the *Admin* folder to open the list of options
- Click on *Add/Del Users*
- A multi-function form will appear allowing you to either Add or Delete a user.

- Adding a new user
  - If adding a new user, fill in the UserName, Password, Full Name, Phone and Email fields. For security purposes, the password should be at least 6 characters and contain both alpha-numeric and numeric characters.
  - Click Add to add the new user into Advanced Access
- Deleting user(s)
  - To delete a user(s), choose the user(s) in the selection box. [Hold down the Ctrl key or drag the mouse over the items to choose more than one user at a time, or hold down the Shift key to choose several consecutive users]
  - Click Delete to remove the user(s) from Advanced Access. Once a user is removed, the user to role assignments are removed automatically.

#### 4.8c Assigning roles to users

- Click on the plus/minus next to the *Admin* folder to open the list of options
- Click on *Assign User-Role*
- OVAA will generate a list of all roles and users
- Choose the role to assign from the pull-down menu
- Choose the user(s) to assign to the selected role. [Hold down the Ctrl key or drag the mouse over the items to choose more than one user at a time, or hold down the Shift key to choose several consecutive users]
- Click Assign to assign the user(s) to the selected role

#### 4.8d Unassigning roles

- Click on the plus/minus next to the *Admin* folder to open the list of options
- Click on *UnAssign User-Role*
- OVAA will generate a list of Roles and their Users
- Click Delete? in the column next to the role/user to delete the assignment of that user from the role.

#### 4.8e Assigning menu roles

This form allows you to assign the menu items that will appear on the users left side of the screen to a given role.

- Click on the plus/minus next to the *Admin* folder to open the list of options
- Click on *Assign Menu-Role*
- OVAA will generate a pull-down menu of roles under the heading Step 1
- Select a role
- Given a list of all possible menu items, click the checkboxes next to the menu items that should be available for users assigned to the selected role
- Click “Assign” to assign the selected menu items to the selected role.

#### 4.8f Assigning node to roles

- Click on the plus/minus next to the *Admin* folder to open the list of options
- Click on *Assign Node-Role*
- OVAA will generate a pull-down menu of roles under the heading Step 1
- Select a role
- Under Step 2, select one or more nodes to assign to this role and then click the “greater than” button (“>”) to assign that node. To remove a node from assignment to the role, click the “less than” button (“<”).
- Under Step 3, select one or more node groups to assign to this role and then click the “greater than” button (“>”) to assign that node group. To remove a node group from assignment to the role, click the “less than” button (“<”).
- Click the “Update” button to make the assignments

#### 4.8g Assigning templates to roles

- Click on the plus/minus next to the *Admin* folder to open the list of options
- Click on *Assign Template-Role*



- OVAA will generate a pull-down menu of roles under the heading Step 1
- Select a role
- Under Step 2, select one or more templates to assign to this role and then click the “greater than” button (“>”) to assign that Template. To remove a Template from assignment to the role, click the “less than” button (“<”).
- Click the “Update” button to make the assignments

#### 4.8h Changing a user password

- Click on the plus/minus next to the *Admin* folder to open the list of options
- Click on *Change Passwords*
- OVAA will generate a pull-down menu of Users currently configured in Advanced Access. Please note that these are different users than those configured in OVO.
- Select a user
- Fill in the new password and re-enter to confirm it
- Click “Update” to update the user’s password
- Click on Clear to remove text from the text boxes

#### 4.8i Generating user role reports

- Click on the plus/minus next to the *Admin* folder to open the list of options
- Click on *User/Role Reports*
- OVAA will generate a pull-down menu of reports
- Select from Roles, Users, User/Role Assignments, Node Assignments, or Node Group Assignments
- OVAA will generate a report for any of the options

#### 4.8j Auditing users

- Click on the plus/minus next to the *Admin* folder to open the list of options
- Click on *Auditing*
- OVAA will generate a pull-down menu of users

- Select a user
- OVAA will generate an audit log of the actions of the selected user

#### 4.8k Checking and changing portal configuration

These configurations should not be changed unless directed by your local administrator

- Click on the plus/minus next to the *Admin* folder to open the list of options
- Click on *Settings*
- The HomeBase Configuration section specifies the location of the scripts which drive the data on the OVAA HomeBase page.
- To change, type in new configuration
- Click “Update” to save the new changes

#### 4.8l Checking and changing license information

- Click on the plus/minus next to the *Admin* folder to open the list of options
- Click on *Licensing*
- OVAA will display the current license number and ask for a new license number
- Input the new license number
- Click “Update” to apply the new license

