**Dovestones Software** 

AD Reporting Manual

# CONTENTS

1	Quick Introduction4
2	System Requirements4
3	Main features4
4	Installing AD Reporting4
4.1	Remove AD Reporting5
5	Getting Started5
6	Columns and Attributes8
7	Starting a query in AD Reporting9
8	Logical operators1
9	Condition2
10	Group
11	Add/Remove Columns
12	Actions5
13	Enable/disable accounts5
14	Delete6
15	Move7
16	Add to Group, Remove from Group and Remove from All Groups7
17	Set Expire Date9
18	Export Tab9
19	Scheduler Tab11
20	Configuring a Scheduled Task item12
21	Settings21
22	Command line operation22
23	AD Reporting Command Line Syntax
23.1	General options:23
23.2	Query Options:
23.3	Export options:
23.4	Database export options:24
23.5	Action options:25
23.6	Notes:
23.7	Example use:25
24	Copyright Notice

25	Support	2	6
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### 1 Quick Introduction

AD Reporting can be used to automate your Active Directory audits. You can also perform one off queries such as locating computers that haven't been used in the last six months. You can also use it to clean up your Active Directory by easily identifying unused or obsolete user and computer accounts based on their last logon time and account status. You can use the built-in scheduler to run scheduled reports, perform actions such as disabling accounts, removing the user from sensitive groups etc.

### 2 System Requirements

Microsoft .Net 4.5 Framework Microsoft Windows 7, 2008 R2 or later

### 3 Main features

- Pre-built and custom reports
- Accurately locate the last time users and computers were used.
- Detailed account status
- Automate reports and bulk changes
- Built-in scheduler
- Powerful bulk administration tools
- Move, Delete or Disable redundant accounts
- Command line operation
- Email, print or export reports
- No server components or agents to install
- No changes to Active Directory required

### 4 Installing AD Reporting

### **Files installed by AD Reporting**

Program executable: ADReporting.exe

Name: AD Reporting

Path: C:\Program Files (x86)\Dovestones Software\AD Reporting

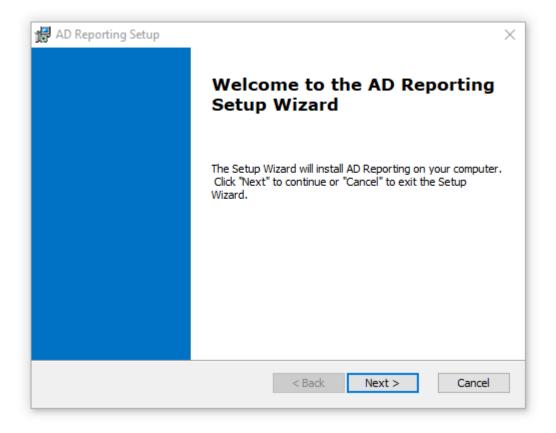
Upon being installed, the software adds a Windows Service, which is designed to run continuously in the background to execute the scheduled jobs.

Note: Ensure that you have necessary privileges to install and run the product

By default, AD Reporting will be installed as an application, run the self-extracting EXE and follow the instructions.

• To continue with the Start-up Wizard, click **Next**.

AD Reporting by Dovestones Software (Infoopia Inc.)



Follow the prompts. A progress bar shows you how long it will take to install AD Reporting.

### 4.1 Remove AD Reporting

You can uninstall AD Reporting from your computer by using the Add/Remove Program feature in the Windows Control Panel.

- On the Start menu (for Windows Server 2012, right-click the screen's button-left corner), click Control Panel.
- Under Programs, Click Uninstall a Program:
- When you find the program AD Reporting, click it, and then Click Uninstall.
- Follow the prompts. A progress bar shows you how long it will take to remove AD Reporting.

## 5 Getting Started

When running AD Reporting for the first time you will want to select your domain and choose which domain controllers to query.

Click the Domain Query button in the ribbon and select a Domain you want to query. When you
click the domain you will see a list of DCs discovered in your domain, by default all domain
controllers will be queried, this will get you the most recent logon time and makes sure you get
the values that are not replicated to all DCs. However, you may not want to query certain DCs (if

they are across a slow link for example), in this case select the DCs you want to query and then click OK.

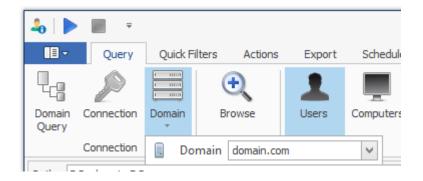
♣ ▶ ■ =				A	D Reporting 5 (Tri	al)			
Query Q	uick Filters Actions	Export	Scheduler	Settings					
		1		Default Co	lumns	•			
Domain Connection Dor Query	main Browse	Users	Computers	Add/Re	emove Columns				
Connection		Dom	nain Query		x				
Path: DC=domain,DC=c Result X	Select Domain(s):  child.domain.com domain.com dovestones.com Specify Domain		5	Select All	Select None				
	Select Domain Control			Select All	Select None				
	DC2.domain.com     DC3.domain.com (Read only)								

2. When you have selected the domain and DCs to query click the Credentials button to specify the credentials to use for the connection. Unless specified the connection is made using the credentials of the currently logged user.

If you are going to use the reports for Office 365 you can specify the credentials here for the connection.

♣   ▶					AD Reporting 5 (										
• =	Query Quick Filt	ers Actions	Export	Scheduler	Settings										
		Ð	1	<u> </u>	Default Columns										
Domain Query	Connection Domain	Browse	Users	Computers	Add/Remove Columns										
Detty D	Path: DQ														
Result	Local Domain Aut	entication Crea	lentials												
Result	Username:														
9	Password:														
	Reme	ember credentials													
	If not specified the co user.	onnection is made	using the cr	edentials of th	e currently logged-on										
	Office 365 Credent	tials			0										
	Username:														
	Password:														
	Rem	ember credentials		Т	est O365 Connection										
				ОК	Cancel										

3. Click the Domain button in the ribbon to switch between domains.



4. Click the Browse button in the ribbon to see your domain tree, check Organizational Units (OUs) or Groups to query and then OK. Paths to query will be listed below the tree. Details of the users or computers found in the selected OUs or Groups will be displayed in the main grid after we click the Start button.

					- /									
iick Filt	ers Actions	Export	Scheduler	Settings										
	<del>.</del>	1		Default Columns 💌				-						
ain	Browse	Users	Computers	Add/Remove Columns	Start	Stop	Prebuilt Reports *	Ci Reț						
	Path	Obj	jects	Columns	Act	ion		Rep						
			Browse Or	ganizational Units and Gr	oups		×							
_							iow groups							
	🔺 🗌 🔳 don	nain.com					^							
	Australia													
	▶ 🖉 🚞 Brazil													
		Computers												
		Contacts												
		Contacts Sta												
		Contacts Te												
		Contractors												
		DLab												
		Domain Cont	trollers											
		Example					$\checkmark$							
	Selected paths	to query:												
	OU=Australia,													
	OU=Brazil,DC													
	OU=Example,	DC=domain,	DC=com											

#### AD Reporting 5 (Trial) - By Dovestones Software

#### 6 Columns and Attributes

By default, the values of certain attributes are retrieved such as sAMAccountName (username), lastLogon, accountExpires etc. You can add additional attributes/columns that you want to display by clicking the Add/Remove Columns button. You can create your own preset groups to help with different reports. These presets can be used in the Scheduler.

		AD Rep	port	ting 5 (1	Trial) - B	y Dovesto	nes Softv	vare	
Export	Scheduler	Settings							
Users	Computers	; e Co	olumns	<b>-</b>	Start	Stop	Prebuilt	Cust	
Obi	ects	Colum				Act	ion	Reports *	Repor Report
 00)	ects	Colum	ins			ACI	ION		Report
		Attribut	e/(	Colun	nn Sel	ector		x	
Pres All C	set: Default C	Columns		S	elected	' Rena Columns	ame	Delete	
bac c cnl co cor cre des des dire Dis dis dis	minCount dPasswordTime Jppercase mpany eateTimestamp partment scription stinationOU ectReports abled playName tinguishedNam ployeeID	^		cn lastLog lastLog Last Au pwdLas Passwo accoun badPwo	onTimesta athenticat stSet ord Expire tExpires dCount ordNeverE ount d	amp ed DC s In			

# 7 Starting a query in AD Reporting

When you have selected the domain(s) that you wish to target and chosen the OUs/Groups to query you can run the query by clicking the *Start* button.

4	ə   🕨	<b>— —</b>		AD Reporting 5 (Trial) - By Dovestones Software											
	•	Query	Quick Fi	ters Ad	ctions	Export	Scheduler	Settings							
		P		<del>.</del>		1		Default Columns 🔻				ō		V.	
	iomain Query	Connection	Domain *	Browse	2	Users	Computers	Add/Remove Columns	Start	Stop	Prebuilt Reports ≠	Custom Reports *	Create Report	Filter	
		Connection		Path		Obj	ects	Columns	Action		Reports			Filter	

### 7.1 Basic Filters

Quick filters allow you to further filter the objects appeared in the AD Reporting grid.

💊   🕨	₹					AD Reporting 5 - By Dovestones Software
• E	Query	Quick Filters	Actions	Export	Scheduler	Settings
Quick Filter:	None				~	
	None			- In all	^	Apply Clear
	Accounts	that have not log that have logged	on in the las			
Path: OU=	Accounts Accounts	that have never l with passwords t	ogged on nat expire in	less than		
					9	

AD Reporting by Dovestones Software (Infoopia Inc.)

By default, AD Reporting contains thirteen Quick filters:

- 1. None
- 2. Account that have not logged on in the last (Filter days)
- 3. Accounts that have logged on in the last (Filter days)
- 4. Accounts that have never logged on
- 5. Account with password that expire in less than (Filter days)
- 6. Accounts with password that expire in more than (Filter days)
- 7. Accounts with non-expiring password
- 8. Accounts that expire in the next (Filter days)
- 9. Accounts that have expired
- 10. Locked accounts
- 11. Unlocked accounts
- 12. Disable accounts
- 13. Enable account

You can set also the days 999 Cays for some filter, so you will be able to track:

- Accounts that have not logged or that have logged for a certain period of time.
- Accounts with password that expire in less or more than days.
- Accounts that are set to expire in the next days.

### 7.1.1 Advanced Filter

Each query has a list of parameters that determine which objects that query will find. Each parameter consists of the following: An attribute, an operator, and a value. An example of a parameter for a User query could be: "Disabled accounts" and this would obviously only return Users accounts that are disabled. In this example, the attribute is the "Enable" attribute, the operator is the "Equals" and the value is " $\Box$ " (check/uncheck the box for enable/disabled accounts).

	AD Reporting 5 - By	Dovestones	Software							_
Settings										
Default Columns 💌					١ <u>כ</u>		Y	$\checkmark$	,a,	
Add/R	emove Columns	Start	Stop	Prebuilt Reports *	Custom Reports *	Create Report	Filter	Actions	Export	
	Columns	Act	ion		Reports		Filter	Actions	Export	
	Filter: Custom And O Guide Content of Conten	less than 1 less than 6	5/4/2017 1		er Editor			lename	Delete	

Filter editor can be customized to meet specific conditions that results from a query. A conditions has one more clauses, each enclosed in parentheses. Each clause evaluates to either True or False. A syntax filter clause is in the following form: **<AD Attribute><comparison operator><value>** 

### 7.2 Logical operators

Logical operators are used to create logical combinations of other filter operators. They may be nested to any depth. The following logical operators are available:

Filter: Custom
And O
② And
Or Or
Not And
🚳 Not Or
🖣 Add Condition
🚽 Add Group

- And>
- <0r>
- <Not And>
- <Not or>

The content for <And> and <Or> is two filter operator elements. The content for <Not> is a single filter operator element.

### 7.3 Condition

Filter: Custom
And O
() And
Or Or
Not And
O Not Or
arr Add Condition
📑 Add Group

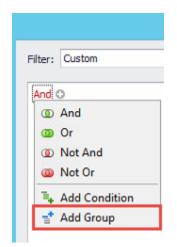
You can combine two or more conditions to build complex queries. You can use the AND and OR operators into a compound condition. AND, OR and NOT, are logical operators. When you use

multiple logical operators in a compound condition, NOT is evaluated first, then AND, and finally OR. Operator's important characteristics are:

- AND connects two conditions and returns true only if both conditions are true
- OR connects two conditions and returns true if either condition is true or if both conditions are true
- Unlike AND and OR, NOT does not connect two conditions. Instead, it negates (reverse) a single condition.

### 7.4 Group

By grouping query clauses, you specify that those clauses should be evaluate as a single unit within the rest of the query, similar to putting parentheses around an expression in a mathematical equation or logical statement.



### 8 Add/Remove Columns

By default, AD Reporting displays 12 columns of attributes data for objects, as the saMAccountName and cn attributes.

4	AD Reporting 5 - By Dovestones Software 🗕														
	Query	Quick Fil	ters Actions	Export	Scheduler	Settings									
l.	P		<del>.</del>	1	<u> </u>	Default Columns 💌				ō		¥.	$\checkmark$	,a,	
Domain Query	Connection	Domain T	Browse	Users	Computers	Add/Remove Columns	Start	Stop	Prebuilt Reports *	Custom Reports *	Create Report	Filter	Actions	Export	
	Connection		Path	Obj	ects	Columns Action		Reports			Filter	Actions	Export		
Path: C	U=DLab,DC=	domain,DC=	=com												
Result	x														
sAMA	Account/Name	🔺 <mark>cn</mark>		la	stLogon	lastLogonTimestamp	Last Authe	nticated DC	pwdLast5	iet	Passwo	rd Expires In	ac	countExpires	

To change the display, selects add/Remove Columns. In the Add/Remove Columns dialog box, there is a list of columns to choose from to display in the result pane.

Attribut	e/Column Selector
Preset: Default Columns	✓ Rename Delete
All Columns	Selected Columns
adminCount badPasswordTime c cnUppercase co company createTimestamp department description destinationOU directReports Disabled displayName distinguishedName employeeID employeeNumber expirationTime extensionAttribute1 extensionAttribute1 extensionAttribute11 extensionAttribute13 extensionAttribute13 extensionAttribute15 extensionAttribute2 extensionAttribute3 extensionAttribute3 extensionAttribute4 extensionAttribute5	<ul> <li>AMAccountName         <ul> <li>Cn</li> <li>lastLogon</li> <li>lastLogonTimestamp</li> <li>Last Authenticated DC</li> <li>pwdLastSet</li> <li>Password Expires In</li> <li>accountExpires</li> <li>badPwdCount</li> <li>PasswordNeverExpires</li> <li>logonCount</li> <li>Enabled</li> <li>Lockout</li> <li>mail</li> </ul> </li> </ul>
Add Column Import Columns	OK Cancel

Add Column: Can be configured to display operational attributes that are not shown by default.

Import Columns: Can be used to select properties to import from a domain controller

Save Preset: Save the current selected view giving ID and Name

#### 9 Actions

The actions tab contains a set of commands for the most important use of AD Reporting . This panel can be quickly accessed by clicking the **Actions** tab in the grey bar panel or by clicking the icon located in the query tab section.

♣ ▶ ■ =			AD Reporting 5 - B	y Dovestones Software	
Query Quick Filters	Actions Expor	t Scheduler Se	ttings		
Enable Disable Delete Move	Add to Group from Group Actions	Remove from Se	152 Expiry Date		
Path: OU=DLab,DC=domain,DC=com					
Result 🗙					
sAMAccountName 🔺 cn		lastLogon	lastLogonTimestamp	Last Authenticated DC	pwdLastSe

Eight actions can be performed in this tab, let us review section by section.

### **10** Enable/disable accounts

In the details pane, right-click the user or computer or just Click Enable/disable from the toolbar *Actions* menu. Depending on the status of the account, do one of the following:

4								AD Reporting 5 - By Dove	estor
	🗐 🔻 Query	Q	uick Filters	Actions	Expor	t Scheduler	Setti	ings	
	/ 🕴 🕽	K	2	2	2	26	- 4	2	
En	able Disable De	elete	Move		Remove rom Group	Remove from All Groups		Expiry ate	
				Actions					
Pat	h: OU=DLab,DC=0	doma	ain,DC=com						
R	esult 🗙								
	sAMAccountName		cn			pwdLastSet		Password Expires In	last
٩									
+	aabradley		Alex Bradley			7/18/2017 9:39:5	1 AM	40 days 22 hours 16 minutes	
	Ait-RIM		Ait-Rial Mob	ammed		5/04/0017 10:41:	39 DM	Evoired	

• To disable, click Disable Account. Click yes to confirm.

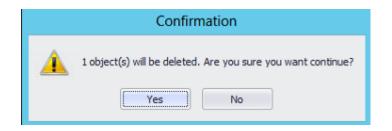
		Confirmation
		1 object(s) will be disabled. Are you sure you want continue?
		Yes No
	To enable	click Enable Account, Click Yes to Confirm.
-	TO Enable,	
		Confirmation

	Confirmation
	1 object(s) will be enabled. Are you sure you want continue?
	Yes No

### 11 Delete

In the details pane, right-click the user account or just click **Delete** from the toolbar **Actions** menu, and then click **Delete**. This will remove the selected user(s) or computer(s) object from Active Directory.

• Click yes to confirm.



### 12 Move

In the details pane, right-click the user that you want to move, and then click **Move**. In the **Move** dialog box, click the folder to which you want to move the user account.

In the *Move* dialog box, click the folder to which you want to *Move* the user account.

	Move Objects		×
Destination OU:	OU=Florida,DC=domain,DC=com		Browse
		ОК	Cancel

• Click **Yes** to **Move** the user to another folder.

Confirmation
1 object(s) will be moved. Are you sure you want continue?
Yes No

**Note:** To perform this procedure, you must be a member of the Account Operators group, Domain Admins group, or Enterprise Admins group in Active Directory Domain Services (AD DS), or you must have been delegated the appropriate authority. As a security best practice, consider using Run as to perform this procedure.

## 13 Add to Group, Remove from Group and Remove from All Groups

In the details pane, right-click the User you want to Add or just clicking the equivalent command from the toolbar actions menu. On the Members tab, click Add/Remove

In enter the object names to select, type the name of the group, or computer that you want to add/Remove to the group, and then click OK.

20	1000PlusTest	
_	Access Control Assistance Operators	n
20	Account Operators	
20	Administrators	
20	Allowed RODC Password Replication Group	
20	Backup Operators	
20	Cert Publishers	
20	Certificate Service DCOM Access	U
20	Cloneable Domain Controllers	
20	Compliance Management	
20	Cryptographic Operators	
20	Delegated Setup	
20	Denied RODC Password Replication Group	
20	Developers	
20	Discovery Management	
20	Distributed COM Users	
20	DnsAdmins	
20	DnsUpdateProxy	
20	Domain Admins	
ିନ	Domain Computers	
ିନ	Domain Controllers	
20	Domain Guests	
_	Domain Users	
ିନ	Enterprise Admins	Ŧ
	OK	

Click y 



Click yes to remove the user to the group.

		Confirmation
		1 object(s) will be removed from the group. Are you sure you want continue?
		Yes No
-	Click	yes to remove the user from all groups.
		Confirmation
		1 object(s) will be removed from all groups. Are you sure you want continue?
		Yes No

Note: To perform this procedure, you must be a member of the Account Operators group, Domain Admins group, or Enterprise Admins group in Active Directory Domain Services (AD DS), or you must have been delegated the appropriate authority. As a security best practice, consider using Run as to perform this procedure.

### 14 Set Expire Date

In the details pane, right-click the User you want to set the expiration time or just Click Set Expiry Date from the toolbar *Actions* menu. To specify an exact time, just specify the period from the current time.

• Sets the expiration date for an Active Directory account.

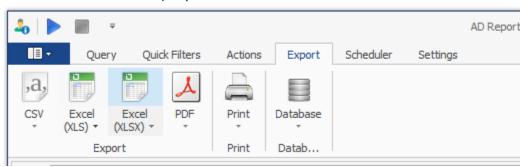
	Choose Expiry Date	
Expiry Date:	3/9/2015	-
	ОК	ncel

• Click Yes to confirm the account expire at the end of a specific day.

	Confirmation
1 object(s) acco	ount expiration date will be updated. Are you sure you want continue?
	Yes No

#### 15 Export Tab

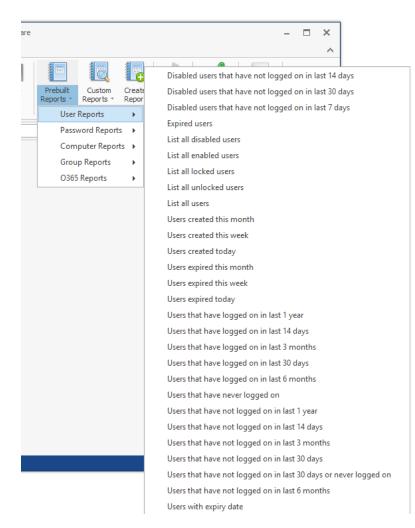
AD Reporting reads the Users/Computers from Active Directory, then you can export these objects to a data source such as a CSV file, Excel (XLS and XLSX), PDF, database (SQL Server and Microsoft ODBC for Oracle) or print.



4	- 📰 =		AD Reporting 5 - By Dovestones Software												- [	×		
	Query	Quick F	ilters Actions	Export	Scheduler	Settings												^
Q.			Ð	1	<u> </u>	Default Columns 👻			1				Y	$\checkmark$		,a,		
Domair Query		Domain T	Browse	Users	Computers	Add/Remove Columns		Start Stop	Preb Repor			eate port	Filter	Actions	5	Export *		
	Connection		Path	Ob	jects	Columns		Action		Report	s		Filter	Actions	s ,a,	CSV		Ctrl+V
Path:	OU=DLab,DC=	domain,DC	=com													Excel (XLS	5)	Ctrl+E
Result	× ×														Ð	Excel (XLS	5X)	Ctrl+X
	MAccountName	≜ m			owdLastSet	Password Expires In		lastLogon		lastLogonTim	ectamo	Lact	t Authentica	ated DC	1	PDF		Ctrl+F
9	Accountraditie	- 01			mulastset	Passiona Expires In		lastrogon		astrogorrin	stamp	LOSI	Audientica	ateu DC	B	Database		Ctrl+D I
▶ aat	oradley	Alex	Bradley	:	7/18/2017 9:39	51 AM 40 days 22 hours 16 min	nutes	5							à	Print		Ctrl+P

### 16 Pre-built Reports

AD Reporting has many pre-built reports, this makes accessing the most commonly used data as quick and as easy as possible. Need to know which users have been created this week? Simply click on 'Prebuilt Reports' in the ribbon and then 'User Reports' followed by 'Users created this week'. There are reports for Users, Passwords, Computers, Groups and Office 365.



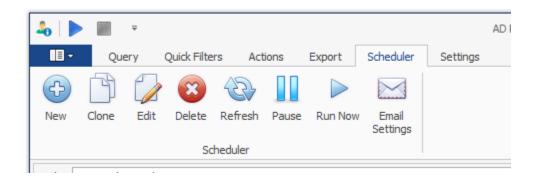
### 17 Custom Reports

You may come across a pre-built report that is close to what you need but not exactly what you need. Click 'Create Report' then locate the report that is closest to what you need and click Clone. Then you can give your report a name and modify the time frequency and attributes used. Click Save to complete your report. You will find your custom report under 'Custom Reports' in the ribbon and also available in the Scheduler if you chose 'Report' type schedule.

Start	Stop Prebuilt Reports *	Custom Crea Reports ▼ Rep		Actions	,a, Export		
		Custom	Reports				×
Actions for Re		dit	Clone		Delete		
Existing Reports							
Computers that Computers that Computers that	ted this week	14 days 3 months 30 days				~	
Report Name:	Computers that have	logged on in last 2	1				
	Report With Days	~	Time Scale:	21	(Days, Week	s, Months)	
Report Type:							
Report Type: Attributes Used							

### 18 Scheduler Tab

Using the Scheduler feature of AD Reporting you can schedule various Actions to run automatically at predefined intervals. Scheduler are often used to automatically add or remove AD objects from groups, send e-mail notifications, clean inactive user and computer accounts from Active Directory, move objects between OUs based on certain policies, etc.



### 19 Configuring a Scheduled Task item

When setting up a task, first decide what will trigger that task to start. A trigger is a set of criteria that, when met, starts the execution of a task. You can use a time-based trigger or an event-based trigger to start a task. Each task can contain one or more triggers, allowing the task to be started in many ways. If a task has multiple triggers, the task will start when any of the triggers occur. Click the New icon to start the schedule wizard.

• Enter the name for the new Scheduled Task, and click **Next**.

	Schedule Wizard
C Schedule Wizard	
Schedule Name	
Please enter the schedule name:	
Users not logged on this week	<u>_</u>
	Next > Cancel

- On the *Trigger Type* and *Once Trigger* page, you need to define the time or time interval at which the task must be run. Select the desired time or time interval and click **Next**.
- Select your Schedule Type

e	Schedule Wizard
	Schedule Wizard
	Trigger Type
4	Please select the frequency:
1	O Hourly O Once
	<ul> <li>One</li> <li>Daily</li> <li>Weekly</li> </ul>
	<ul> <li>Monthly</li> </ul>

• Select the frequency

100 N T T T	Schedule Wizard	×
Schedule Wizard		
Weekly Trigger         Start Time:       11:00 PM         Days of the week:		
	Next >	Cancel

• Select the type of schedule, Export or Report

	Schedule Wizard	x
	Schedule Wizard	
	Schedule Type	
7.	Schedule Type: Export Report Export	
	Next > Cancel	

On the query Information page will change depending on if you chose Export or Report, in either case you will need to select the Groups/OUs that the Export/Report will use.

The Scheduled Task will be executed on all objects of the chosen type included in the activity scope of the task. You can use the Test Query button to see if you get the desired results.

		Schedule Wizard X
	Schedule V	/izard
	Query Inf	formation
	Domain:	domain.com 💙 Domain Controller(s): Domain Controllers
ł	OUs:	DC=domain,DC=com V Browse
	Username:	domain \administrator Domain \Username Password: ******
	Report: Filter:	<ul> <li>✓</li> <li>✓</li> </ul>
	Objects:	Users Computers
	Columns:	Default Columns V Add/Remove Columns
	Sort:	Default Sort 🗸 Ascending 🗸
	Quick Filter:	None 💙 1 🗘 Days
		Test Query
	Note: Crede	ntials must be supplied for the Local System account to be able to connect to AD
		Next > Cancel

• If you chose Export type schedule then the next step is to choose where to export to, database or file. If you chose Report type schedule you will be give the option of applying Actions to the report (see later in this section).

	Schedule Wizard	×
Schedule Wizard		
Export To		
Please choose the export format:		
• File		
🔿 Database		
	Next >	Cancel

• If you chose File in the previous step now select a location to save the file and the option to have it sent via email. If you choose 'Email file' then the file is temporarily saved and once the email has been sent the file is removed.

e		Schedule Wizard	
	Schedul	le Wizard	
	File Exp	port Options	
	Format:	CSV 💙 Encoding: ASCII 🗸	
4		Save to file	
	- Save	Save to file Email file Save and email C:\Users\Administrator.DOMAIN\Desktop\Users not logged on this week_Log.csv	
	- Email		
	Subject	:	
	Email(s)	: Separate multiple email addresses by a semicolon or a comma) Send Test Email	
		Next > Cancel	

The final page in the wizard is the summary, here you can review your choices and test the schedule. Please note if you have applied Actions then these will be run and effect the objects found in the report.

	Schedule Wizard	x
	Schedule Wizard	
	Summary	
	Summary:	
4	Schedule Name: Users not logged on this week	<b>`</b>
	Trigger Frequency: Weekly Create Date/Time: Wednesday, July 19, 2017 11:48 AM Start Time: 11:00 PM Days of the week: Friday Days of the week: Friday Start Date/Time: Friday, July 21, 2017 11:00 PM Next Run Date/Time: Friday, July 28, 2017 11:00 PM Domain: domain.com Domain Controllers: DC1.domain.com,DC2.domain.com OU(s): DC=domain,DC=com Username: domain\administrator Object(s): Users Columns: sAMAccountName,cn,lastLogon,lastLogonTimestamp,LastAuthenticatedDC,pwdLastSet,pwc Export To: File File Format: CSV File Encoding: ASCII	
	< >	
	Test Schedule Now	
	Finish Cancel	

• If you chose 'Report' type towards the beginning of the wizard you will see the Actions page (below). Here you can specify which actions the task will perform when it is executed. To add an action: Click the Add Action button. Select the action you need in the list.

	Schedule Wizard X
	Schedule Wizard
	Actions
1	- Actions
1	Add the actions to be performed on the results of the query:
	Action Type
	Add Action: Move   Add Action  Add Action  Add Action
	Email Report Add to Group
	Send action report by e Remove from Group
	Subject: Remove from All Groups
	Email(s):
	(Separate multiple email addresses by a semicolon or a comma) Send Test Email
	Next > Cancel

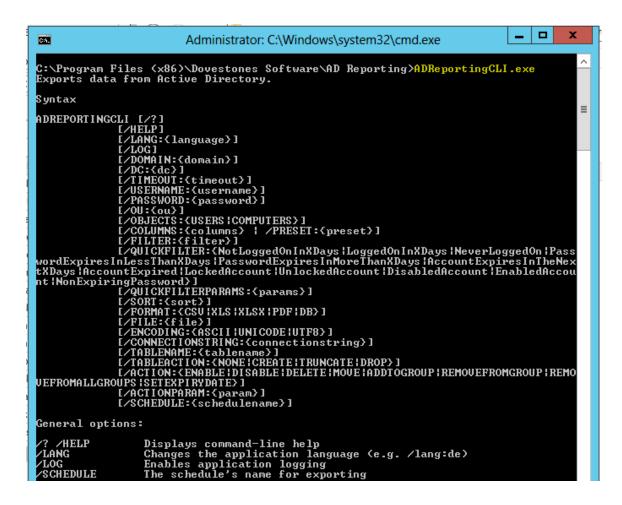
You can also automatically send actions report by email. The email you receive will list each action and the objects effected by that action.

### 20 Settings

The option *Settings* provide an additional window to change the default language, enable logging, Clear the History, set the client timeout and to see the AD Reporting version.

Settings	
bal PDF Settings	
- Language	
Default Language: English (United States)	~
Logging	
Enable logging	
Log File: C:\Users\Administrator.DOMAIN\Documents\ADReportir	
History	
Clear OUs History	
Clear Domains History	
Clear Domain Logins History	
Clear Last Used DB Connection String	
Directory Options	
Client Timeout: -1 🖕 (seconds)	
Version	

You can also find the AD Reporting *Command line*. For info about this feature go to the command line operation content.



## 21 Command line operation

The scheduler built-in to AD Reporting contains a wizard that will help you automate AD Reporting, however if you do need to use a command line you can use ADReportingCLI.exe. You can find the syntax and command line examples for ADREPORTINGCLI.exe below.

### 22 AD Reporting Command Line Syntax

```
ADReportingCLI [/?]

[/HELP]

[/LANG:{language}]

[/LOG]

[/DOMAIN:{domain}]

[/DC:{dc}]

[/TIMEOUT:{timeout}]

[/USERNAME:{username}]

[/PASSWORD:{password}]

[/OU:{ou}]

[/OBJECTS:{USERS|COMPUTERS}]
```

[/COLUMNS:{columns} | /PRESET:{preset}] [/FILTER:{filter}]

[/QUICKFILTER:{NotLoggedOnInXDays|LoggedOnInXDays|NeverLoggedOn|PasswordExpiresInLessThanXDays|PasswordExpiresInMoreThanXDays|AccountExpiresInTheNextXDays|AccountExpired|LockedAccount|UnlockedAccount|DisabledAccount|EnabledAccount|NonExpiringPassword}]

[/QUICKFILTERPARAMS:{params}] [/SORT:{sort}] [/FORMAT:{CSV|XLS|XLSX|PDF|DB}] [/FILE:{file}] [/ENCODING:{ASCII|UNICODE|UTF8}] [/CONNECTIONSTRING:{connectionstring}] [/TABLENAME:{tablename}] [/TABLEACTION:{NONE|CREATE|TRUNCATE|DROP}]

[/ACTION:{ENABLE|DISABLE|DELETE|MOVE|ADDTOGROUP|REMOVEFROMGROUP|RE MOVEFROMALLGROUPS|SETEXPIRYDATE}] [/ACTIONPARAM:{param}]

# 22.1 General options:

/? /HELP	Displays command-line help
/LANG	Changes the application language (e.g. /lang:de)
/LOG	Enables application logging

# 22.2 Query Options:

/DOMAIN	The domain name (e.g. mydomain.com)
/DC	The list of domain controllers to query
	Multiple DCs should be separated by a comma
	If none are specified, all DCs will be queried
/TIMEOUT	The amount of time in seconds to wait for the DC to respond
/USERNAME	The username to authenticate to Active Directory
/PASSWORD	The password to authenticate to Active Directory
/OU	The list of OUs or groups to include in the query
	Multiple OUs should be separated by a semicolon
/OBJECTS	The object classes to be retrieved
	Parameter values: USERS or COMPUTERS
	Multiple object classes can be separated by a comma
	If not passed, the default object class will be USERS
/COLUMNS	The list of column IDs to be included in the query
	Multiple column IDs should be separated by a comma

/PRESETThe preset columns list ID/FILTERThe filter expression applied to the retrieved datae.g.: /filter:"cn LIKE '%myname%'"

/QUICKFILTER Use one of the following:

**NotLoggedOnInXDays** LoggedOnInXDays NeverLoggedOn PasswordExpiresInLessThanXDays PasswordExpiresInMoreThanXDays AccountExpiresInTheNextXDays AccountExpired LockedAccount UnlockedAccount DisabledAccount EnabledAccount **NonExpiringPassword** /QUICKFILTERPARAMS Use to specify the days param to the quick filter Use with quick filters that need a parameter e.g.: /QUICKFILTERPARAMS:7 /SORT The sort expression applied to the retrieved data e.g. /sort:"cn ASC"

## 22.3 Export options:

/FORMAT The export format (Parameter value: CSV,XLS,XLSX,PDF or DB)

File export Options:

/FILE	The full path of the destination file
	Required for CSV, XLS, XLSX and PDF export formats
/ENCODING	The encoding of the file when the export format is CSV
	Parameter value: ASCII, UNICODE or UTF8
	If not passed, the default encoding will be ASCII

# **22.4** Database export options:

/CONNECTIONSTRIN	IGThe database ODBC connection string
/TABLENAME	The destination table name
/TABLEACTION data	The action to perform on the table before inserting the
	Parameter value: NONE, CREATE, TRUNCATE or DROP

NONE: Does not modify the table CREATE: Creates the table TRUNCATE: Truncates the table DROP: Drops and recreates the table If this argument is not passed, the default action will be DROP

### 22.5 Action options:

ACTION Defines the action to execute on the results. Use on of the following: ENABLE DISABLE DELETE MOVE ADDTOGROUP REMOVEFROMGROUP REMOVEFROMALLGROUPS SETEXPIRYDATE

ACTIONPARAM The parameter to pass to the action if it requires it. For MOVE action, the parameter should be the DN of the destination OU For ADDTOGROUP and REMOVEFROMGROUP actions, it should be the

group's DN

For SETEXPIRYDATE action, it should be expiry date in system format

### 22.6 Notes:

- The command-line arguments and their values are case insensitive
- When an argument value contains spaces, surround it by double quotes

## 22.7 Example use:

Export the default columns present for users in TestOU1 and TestOU2 organizational units to a CSV file

ADREPORTINGCLI /domain:mydomain.com /ou:"OU=TestOU1,DC=mydomain,DC=com;OU=TestOU2,DC=mydomain,DC=com" /preset:default /format:csv /file:"c:\testfile.csv"

Export "cn" and "displayName" attributes for users in the "TestOU" organizational unit to a database table named "TestTable" located in a a SQL Server database

ADREPORTINGCLI /domain:mydomain.com /ou:"OU=TestOU,DC=mydomain,DC=com" /objects:users /columns:cn,displayName /format:db /connectionstring:"Driver={SQL Server};server=MyServer;database=TestDB;trusted\_connection=no;uid=sa;pwd=sa" /tablename:TestTable

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# 24 Support

If you require help with AD Reporting or simply need to ask a question please you can contact us via our support form at https://dovestones.com/support-request-form/ or send an e-mail to support@dovestones.com.

See also the Frequently Asked Questions at https://dovestones.com/faqs/.