

# How to Create a Cloud Monitoring Report

## Description

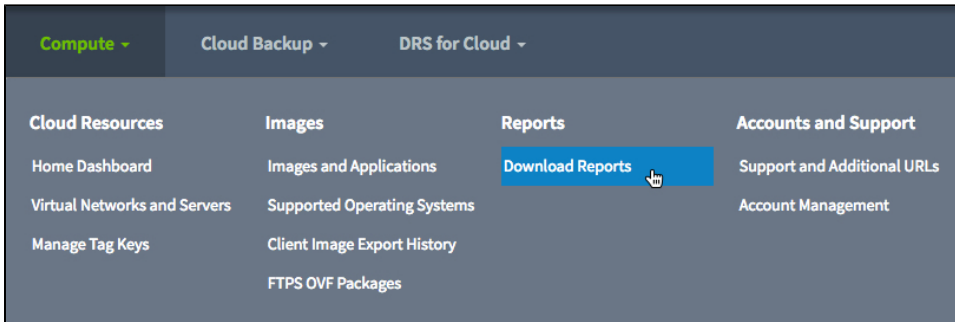
This article describes how to view a Cloud Monitoring report.

## Prerequisites:

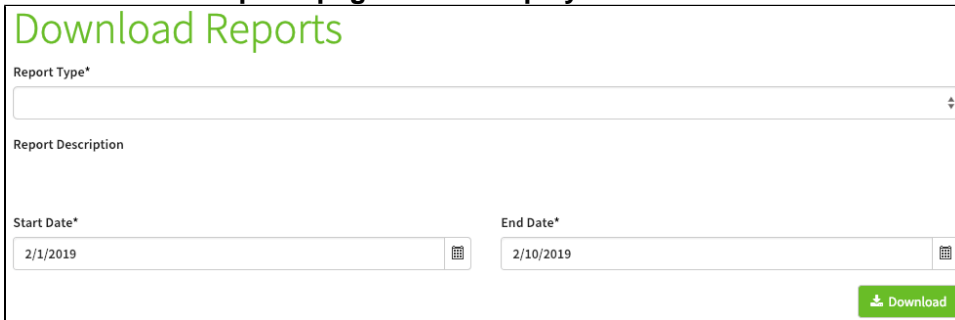
1. Data Center must have Cloud Monitoring enabled. See: [How do I Identify Hardware Specifications and Capabilities Available in a Data Center Location](#)
2. Only the Primary Administrator or a User with the Reports role can generate Cloud Monitoring usage reports.

## Content / Solution:

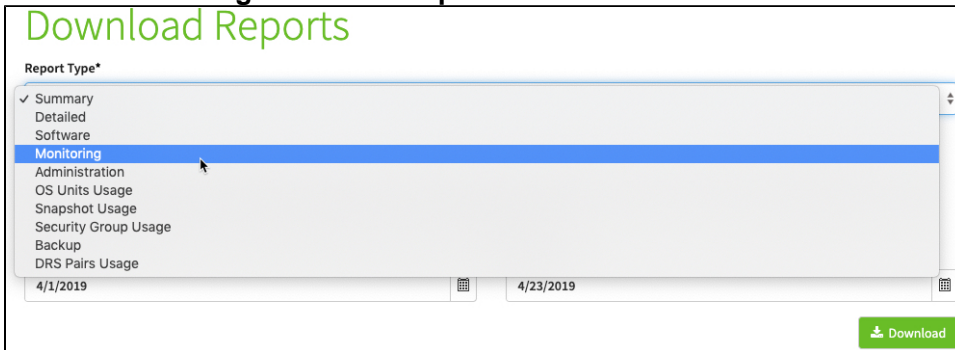
1. **From the Home screen, click on the Compute menu, and select Reports from the drop-down menu:**



2. **The Download Reports page will be displayed:**



3. **Select "Monitoring" from the drop-down menu:**



- The system will ask you to define the Start and End dates for the report. The date range cannot be larger than 31 days. Click "Download" when you've entered the dates:

## Download Reports

**Report Type\***

Monitoring

**Report Description**

Select a date range below to download up to 31 days of report data. This is a usage report covering the Monitoring usage across your account during the supplied period. The earliest start date you can select is 366 days before today.

**Start Date\*** **End Date\***

7/1/2016 7/13/2016

[Download](#)

**IMPORTANT NOTES:**

- You can generate a report for up to 31 days worth of usage
  - A report cannot be generated for greater than a year earlier than the current date (allows for leap years).
- The system will download a CSV formatted report that provides the details of every action performed by the organization during the time period selected. Opening up this file in Microsoft Excel or Google Docs is probably the easiest way of understanding the results:

Date	Location	Server	Server ID	Essentials Monitoring Hours	Advanced Monitoring Hours
2/24/15	NA5	Server A	uuid100	14.25	0
2/24/15	NA5	Server B	uuid101	0	8.64
2/25/15	NA5	Server A	uuid100	24	0
2/25/15	NA5	Server B	uuid101	0	24
2/26/15	NA5	Server A	uuid100	17.59	6.41
2/26/15	NA5	Server B	uuid101	2.11	21.89

- Date** - The amount a Server was billed for the given date.
- Location** - Data Center location.
- Server** - Name of Server.
- Server ID** - Refers to the ID of the object against which the action was taken.
- Essentials Monitoring Hours** - Hours of Essentials Monitoring reported.
- Advanced Monitoring Hours** - Hours of Advanced Monitoring reported.

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- [How to Create a Cloud Monitoring Report](#)
- [What is Vertical Auto Scaling and How Do I Use It](#)
- [How to Access the Cloud Monitoring Portal](#)
- [How to Access the Auto Scaling Manager](#)