

# Admin Report Kit for SharePoint

## Reporting tool for Microsoft SharePoint

### Product Overview



Admin Report Kit for SharePoint (ARKSP) is a powerful configuration and usage reporting tool for SharePoint Portal Server 2003 and Windows SharePoint Services. ARKSP presents information across virtual servers, portal sites, site collection and lists in SharePoint in simple report formats.

ARKSP collects configuration information about Windows SharePoint Services, Portal Sites, Site Collection, Web and Areas, List Configuration and List Details etc. and reports them in a format for use by SharePoint Administrators. ARKSP also presents usage information about site collection and list items. ARKSP supports current version of Microsoft Office SharePoint Portal Server 2003 and Windows SharePoint Services only.

### Benefits

- View information across virtual servers, portal sites, site collection, lists etc. in a single screen. For example, information about all sites and its size, users, sub-webs etc. can be seen in one table, instead of navigating through one screen for each site.
- Reports are conveniently organized according to SharePoint information hierarchy.
- View information about how certain features in SharePoint are being used by users
- Filter unwanted fields and select the desired fields to report.
- Schedule report generation process to off-peak hours
- Customize reports for display, print, export and publish.

### Built-in Reports

ARKSP gathers information from SharePoint and presents the data in a tabulated report format. ARKSP built-in reports include:

- Portal sites, site collection, areas, lists configuration details
- Audience, Search Scopes, Keywords, Portal Users, User Profile, Personal sites in a Portal Sites report
- Information about all top-level sites, users & groups for all sites/areas, e-mail settings, excluded/included paths, content database definition, disk quota usage information, page visits, user rights information for the Virtual Server
- Sites & sub-sites configuration details, site authors, lists created in a site, alerts, site security, site groups, cross-site groups, site hits summary, page hits, site visitors, site

"Thanks, nice product, I tested it! Great report."

**Erol P. GIRAUDY, MVP  
SharePoint**

"It seems like a cool little utility to get quick, concise information about your SharePoint environment in a one-stop shop place. It isn't web-based, but it does a good job giving you a snapshot."

**Robert Kobenter-  
Government of British  
Columbia, CANADA**

templates, web pages, web parts, alerts etc. for the Site collection

- List summary & configuration, date list was modified, list hits summary, list visits, newly added items to the list, last modified items, last deleted items, version history, available columns, views, templates, file types, stale lists, unused lists, list size, users and their rights for the List items

## Key Features

**Quick Reports:** Provides several right out-of-the box reports based on SharePoint objects and its native hierarchy. Select a report, specify the URL and run the desired report. You can now export or print the report. It's that simple!

**Power Reports:** A productivity tool for power administrators to generate reports about ever-changing information in SharePoint sites and lists. Requisite options to specify report criteria, entities to be reported, automatically export, print, and schedule the desired reports with minimum human intervention. You can now share the reports with the respective team members through e-mail or publish them to a SharePoint library.

**Custom Reports:** Customize reports from the available built-in reports, select the properties you want to view and save them as report templates for repetitive use.

**Export Report:** Flexible Export feature to export reports from ARKSP to MS-Access database / XML / HTML / Comma Separated Values (CSV) file format. Data exportable into MS-Access database for archival purposes or import into Microsoft Excel (from CSV) for further analysis.

**Publish Report:** Publish reports to a document library and share the reports with the respective users.

**Preview and Print Report:** Flexible print preview and print options to print the reports from ARKSP to any local/network printer.

**Filter data:** Powerful Filter options to track and report only the desired information across different logical entities.

**Hierarchical View:** Provides a coherent intuitive view of configuration information of Virtual Servers, Portal Sites, Site Collection, Webs, Portal Areas and Lists.



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## System Requirements System Requirements

**Processor:** Intel Pentium processor

**Disk space & Memory:** 512 MB RAM and minimum of 15 MB of free disk space

**Operating System:** Microsoft Windows Server 2003

**Software:** Microsoft Office SharePoint Portal Server 2003 (or) Windows SharePoint Services with latest Service Pack  
Microsoft Data Access Components (MDAC) v2.8 only.



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