

## How to Use the Barracuda Report Creator

<https://campus.barracuda.com/doc/43224850/>

With the Barracuda Report Creator, you can customize reports about Barracuda NG Firewalls with the statistics and logs that are collected on the appliances. You can generate a report by combining templates that specify which appliances are included in the report, the type of information to include in the report, how the report is formatted, and how the report should be delivered. If you want to generate a collective report for multiple Barracuda NG Firewalls, you can organize the appliances into consolidation groups. The report content is fully configurable and can provide the following information:

- The activities of a specific user or IP address.
- Most blocked and allowed URL categories.
- Most blocked and allowed application categories.
- Application usage.

### Limitations

- Microsoft .NET Framework 4.0 Client Profile is not contained in the installation archive for the Barracuda Report Creator.
- Application Control 2.0 data displayed in the Report Creator might not include the entire data set for the specified time period because old data may be deleted on the Barracuda NG Firewall if the disc space gets too low. Due to this limitation, the Barracuda NG Report Creator might not be suitable for comprehensive auditing purposes.

### In this article:

## Installation and Prerequisites

<b>Operating System</b>	Microsoft Windows 7, or later
<b>Additional Requirement</b>	Microsoft .NET Framework 4.0 Client Profile

Download the Barracuda Report Creator from your [Barracuda Networks Account](#), launch it by double-clicking, and follow the on-screen instructions to complete the installation.

## Before You Begin

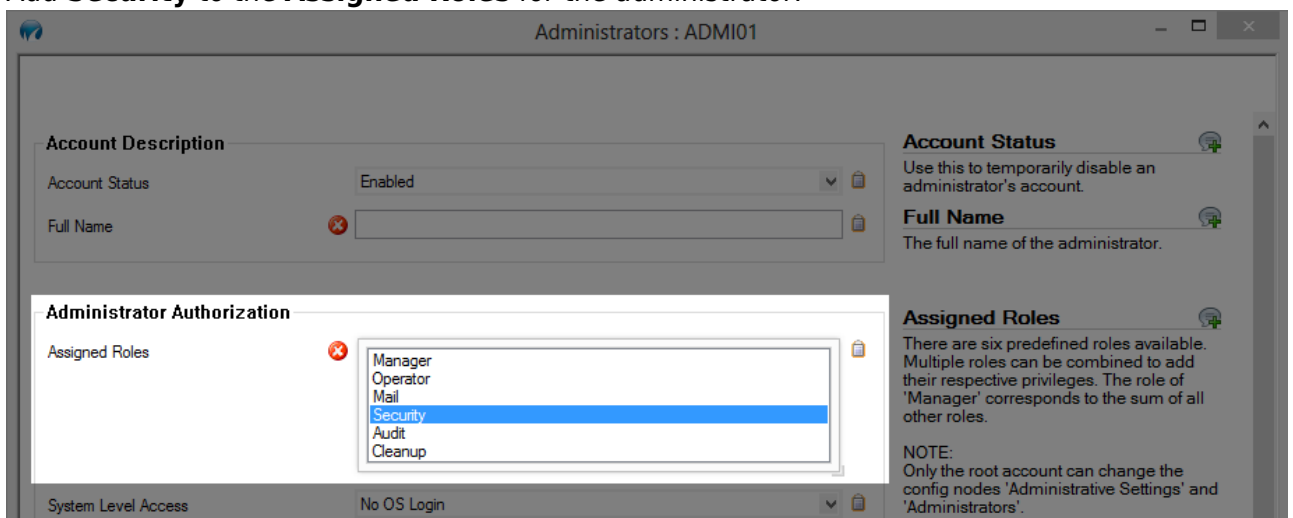
Ensure that the administrators who will use the Barracuda Report Creator have the required

permissions. Follow the instructions for the system types that must be accessed to create the reports:

### Standalone Barracuda NG Firewalls

To generate reports for standalone appliances, verify that the administrator has the **Security** role:

1. On the Barracuda NG Firewall, open the **Administrators** page (**Configuration > Full Configuration > Box**).
2. Click **Lock**.
3. Create an administrator account to use with the Barracuda Report Creator.
4. Add **Security** to the **Assigned Roles** for the administrator.

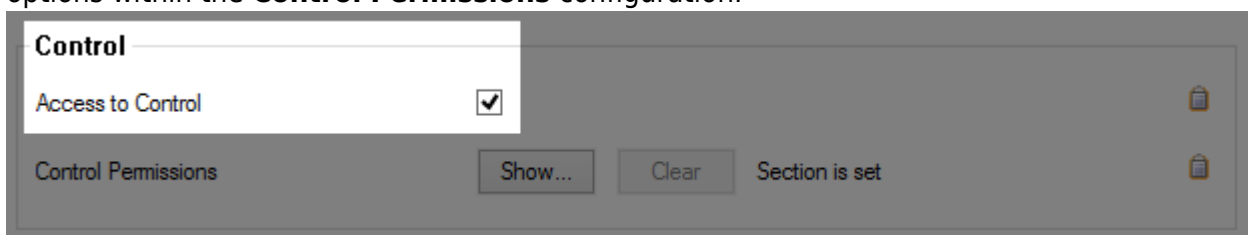


5. Click **OK**.
6. Click **Send Changes** and **Activate**.

### Barracuda NG Control Center

To generate reports for appliances that are managed by a Barracuda NG Control Center, verify that the administrator has access to the **Control** and **Firewall** modules.

1. On the Barracuda NG Control Center, open the **Administrative Roles** page (**Configuration > Full Configuration > Multi-Range > Global Settings**).
2. Click **Lock**.
3. In the **Administrative Role Configuration**, click + to add a new role.
4. In the **Control** section, select the **Access to Control** checkbox. You do not have to enable any options within the **Control Permissions** configuration.



5. In the **Firewall service** section, select the **Access to Firewall** service checkbox. You do not

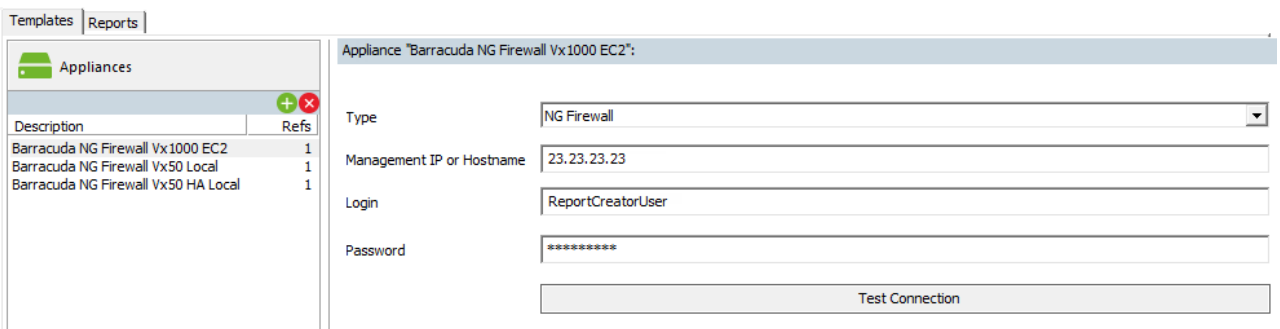
have to enable any options within the **Firewall service** configuration.

6. Click **OK**.
7. Click **Send Changes** and **Activate**.

## Step 1. Add your Barracuda NG Firewalls

In the **Appliances** section of the Barracuda Report Creator, create an entry for every Barracuda NG Firewall that you want to generate a report for. In each entry, specify the settings for connecting to the appliance.

1. Click the **Templates** tab.
2. In the **Appliances** section in the left pane, click the plus sign (+).
3. Select **NG Firewall** from the **Type** list.
4. Enter the **Management IP** or **Hostname** of the NG Firewall.
5. Enter the **Login** and **Password**.
6. Click **Test Connection** to verify that the Barracuda Report Creator can connect to the appliance.
7. Click **Save**.



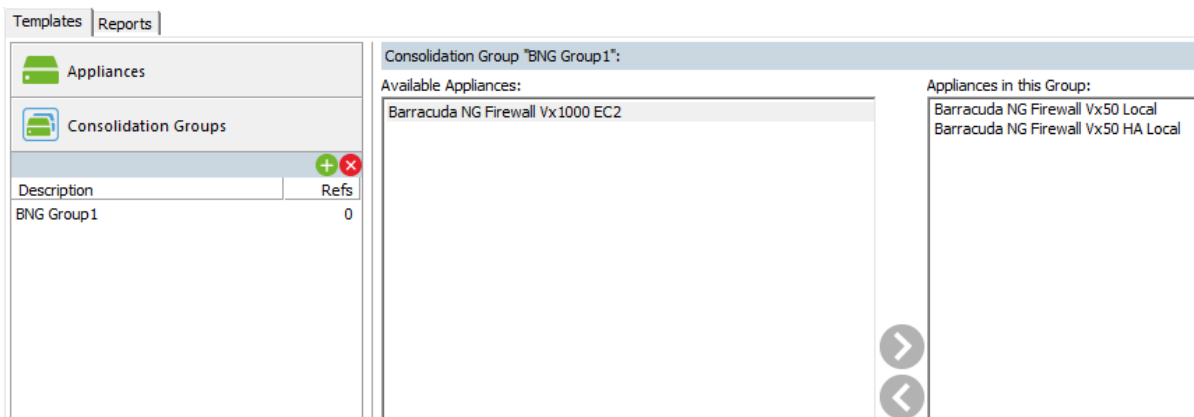
Description	Refs
Barracuda NG Firewall Vx1000 EC2	1
Barracuda NG Firewall Vx50 Local	1
Barracuda NG Firewall Vx50 HA Local	1

Appliance "Barracuda NG Firewall Vx1000 EC2":	
Type	NG Firewall
Management IP or Hostname	23.23.23.23
Login	ReportCreatorUser
Password	*****
Test Connection	

If you are creating reports for a large number of firewalls, sort them into **Consolidation Groups**:

1. Click the **Templates** tab.
2. In the left menu, click **Consolidation Groups**.
3. For every consolidation group that you want to create:
  1. Click the plus sign (+).
  2. Right-click the group name, select **rename**, and enter an appropriate name.
  3. In the **Consolidation Group "Group name"** section, select the NG Firewall units you want to add and click the right arrow icon to add them to the **Appliances in this Group** list.



4. Click **Save**.

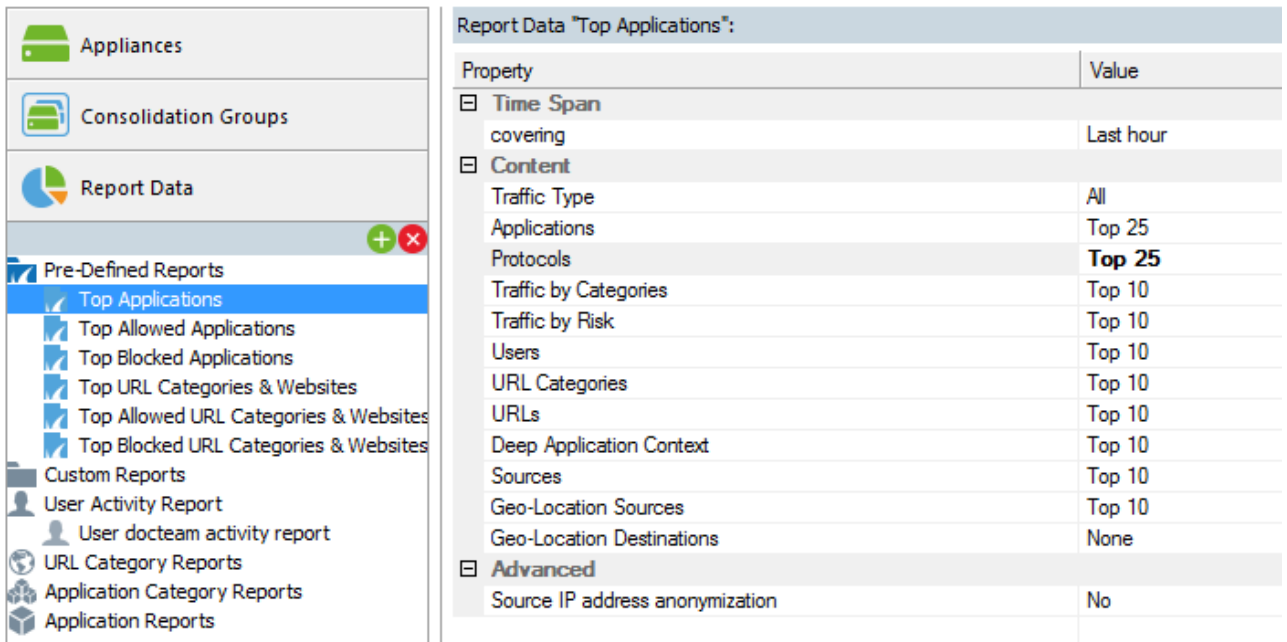
The Barracuda Report Creator is now configured to create reports containing selected data from your Barracuda NG Firewalls.

## Step 2. Configure Report Data

The **Report Data** templates specify the type of information included in the report. The following predefined report types are available:

- **Top Applications** - Create reports summarizing the usage of applications. By default, the top 25 applications are displayed, covering the last 7 days. Settings can be changed in the template.
- **Top Allowed Applications** - Create reports summarizing the usage of allowed applications. By default, the top 25 applications are displayed, covering the last 7 days.
- **Top Blocked Applications** - Create reports summarizing the access of blocked applications. By default, the top 25 applications are displayed, covering the last 7 days.
- **Top URL Categories & Websites** - Create reports summarizing accessed URL categories and websites. By default, the top 25 accessed URLs are displayed, covering the last 7 days.
- **Top Allowed URL Categories & Websites** - Create reports summarizing the top 25 allowed URL categories and websites.
- **Top Blocked URL Categories & Websites** - Create reports summarizing the top 25 access attempts to URL categories and websites that have been blocked by the Barracuda NG Firewall.
- **Application Usage and Risks** - Create reports summarizing used applications and risks covering the last 7 days.

1. Click the **Templates** tab.
2. In the left menu, click **Report Data**.
3. To modify the settings, select the predefined report in the **Report Data** section.
4. Change the settings as necessary. For example, change the time span, or enable **Source IP Address Anonymization** if you do not want to include the source address in the report.



Property	Value
<input type="checkbox"/> <b>Time Span</b>	
covering	Last hour
<input type="checkbox"/> <b>Content</b>	
Traffic Type	All
Applications	Top 25
Protocols	<b>Top 25</b>
Traffic by Categories	Top 10
Traffic by Risk	Top 10
Users	Top 10
URL Categories	Top 10
URLs	Top 10
Deep Application Context	Top 10
Sources	Top 10
Geo-Location Sources	Top 10
Geo-Location Destinations	None
<input type="checkbox"/> <b>Advanced</b>	
Source IP address anonymization	No

5. Click **Save**.

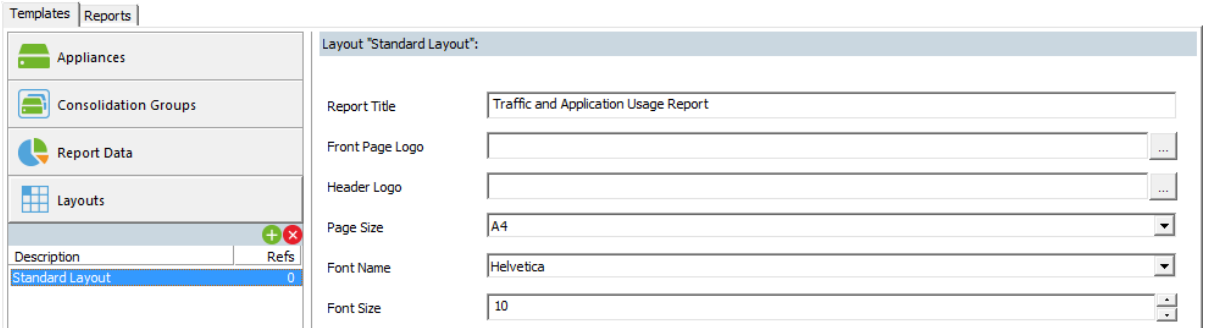
The template is available for selection when configuring the report. If you need information in your report that is not provided by the predefined reports, you can create your own custom report. For more information, see [How to Create Custom Reports](#).

### Step 3. Configure the Report Layout

Create a **Report Layouts** template to configure how the report is displayed.

1. Click the **Templates** tab.
2. In the left menu, click **Layouts**.
3. Either select the **Standard Layout** default template or create a new template by clicking the plus sign (+).
4. Right-click the template name, select **rename**, and enter a name.
5. Configure the following settings for the layout:
  - **Report Title** – The heading text that is displayed on the first page of the report.
  - **Front Page Logo** – The larger image that is displayed on the first page of the report. This image must be in PNG format. Your custom logo image is not automatically resized. Use images with a maximum width of 500 pixels.
  - **Header Logo** – The small logo that is displayed in the headline. This image must be in PNG format and have a maximum height of 44 pixels. The custom header image is automatically resized to 155 X 44 pixels. Upload it in multiples of these values to get the best results.
  - **Page Size** – The print page size.
  - **Font Name** – The font used in the report.

- **Font Size** – The size of the font for the continuous text. Headlines have a fixed size that cannot be changed.

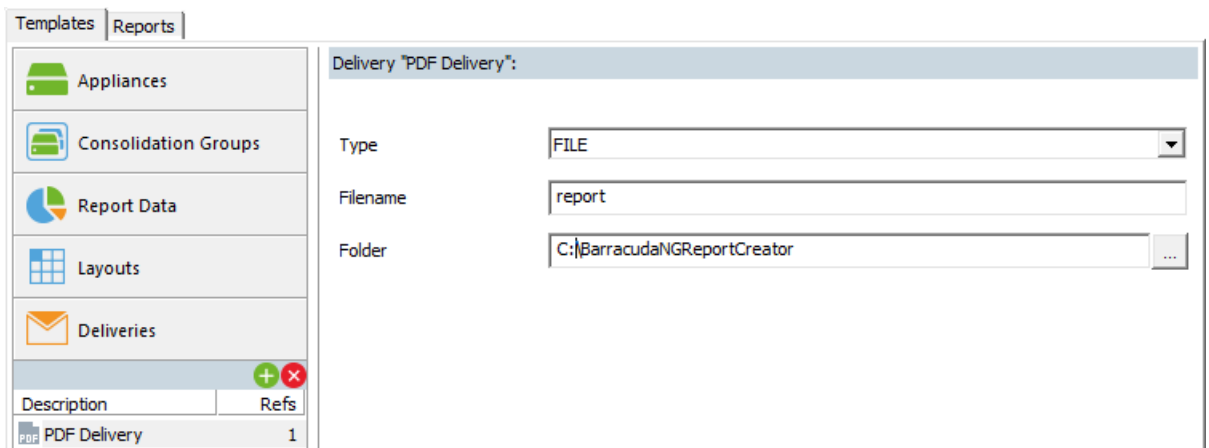


6. Click **Save**.

## Step 4. Configure Report Delivery

Create a **Deliveries** template to specify how the reports are delivered. You can either store reports in a local directory or email the reports.

1. Click the **Templates** tab.
2. In the left menu, click **Delivery**.
3. Click the plus sign (+).
4. Right-click the template name, select **rename**, and enter an appropriate description.
5. To store the reports in a local directory, select **FILE** from the **Type** list and then configure the following settings:
  - **Filename** – The report's file name. When the report is generated, a time stamp is appended to the report name. For example, report\_2013\_08\_06\_09\_53\_50.pdf.
  - **Folder** – The folder where the reports are saved.



6. To email reports, select **EMAIL** from the **Type** list and then configure the following settings:
  - **Sender** – The sender email address.
  - **Recipient(s)** – The email addresses that should receive the report. Separate multiple

addresses with a semicolon (;).

- **Mail Text** - (Optional) Text for the email body.
- **Server Address** - The IP address of the email server.
- **Port** - The SMTP port on the email server to connect to. Common default values are:
  - **25** - Anonymous sending.
  - **587** - TLS authenticated sending.
- **Force TLS encryption** - Enables authenticating at the email server, with the username and password configured below. This option requires a valid **Sender Address**.
- **Use anonymous authentication** - Allows use of the email server without a username and password. This option does not require a valid **Sender Address**.
- **User Name** and **Password** - If required, the credentials to authenticate on the email server.

7. Click **Save**.

## Step 5. Generate a Report

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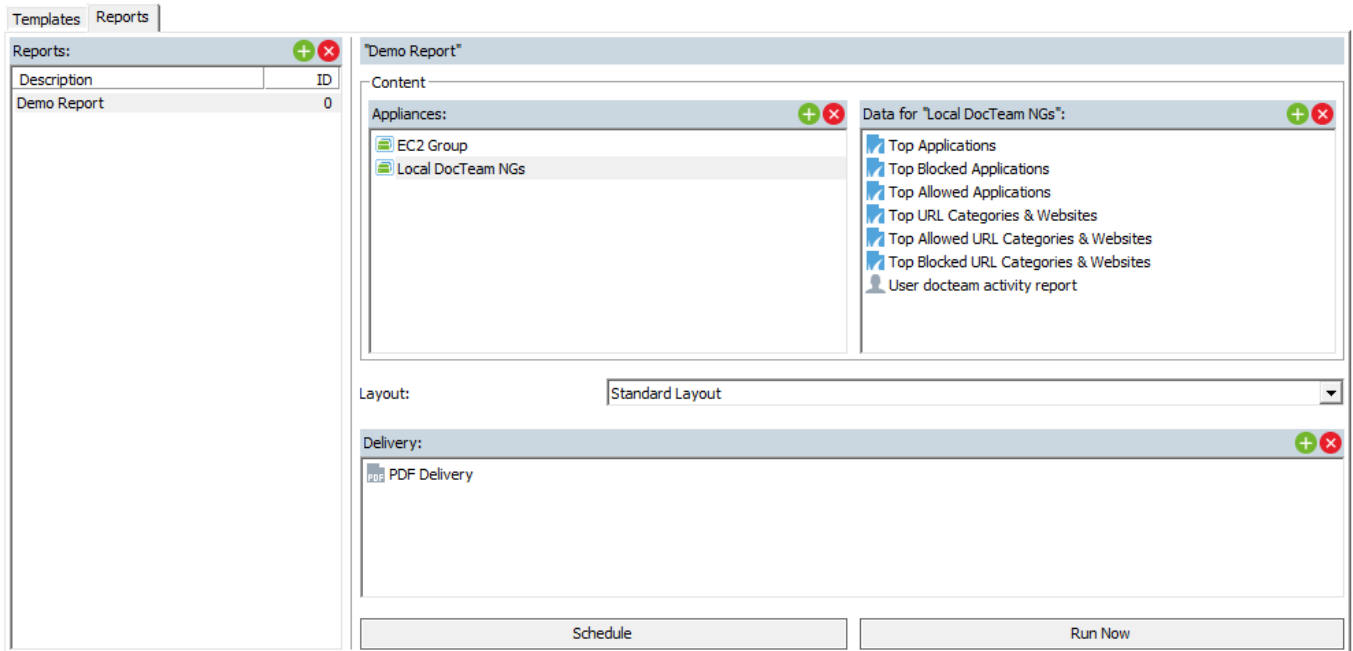
After setting up the Barracuda Report Creator, you can generate a report.

1. Click the **Reports** tab on the upper left of the window.
2. In the **Reports** section in the left menu, click the plus sign (+).
3. Left-click the template name, select **rename**, and enter a name for the report.
4. In the **Content** section of the main pane, repeat the following steps for each appliance or consolidation group you want to add to the report:
  1. In the **Appliances** section, click the plus sign (+) and then select the consolidation group or appliance.
  2. In the **Data for "your appliance name"** section, click the plus sign (+) and then select the types of reports that you want to generate.
5. Select the **Layout** from the list.
6. In the **Delivery** section, click the plus sign (+) and then select the delivery method you previously configured:
  - **EMAIL** - Sends the report to the email address specified in the **Deliveries** template.
  - **FILE** - Saves the report in the location path specified in the **Deliveries** template
7. Click **Save**.

## Step 6. Run the Report

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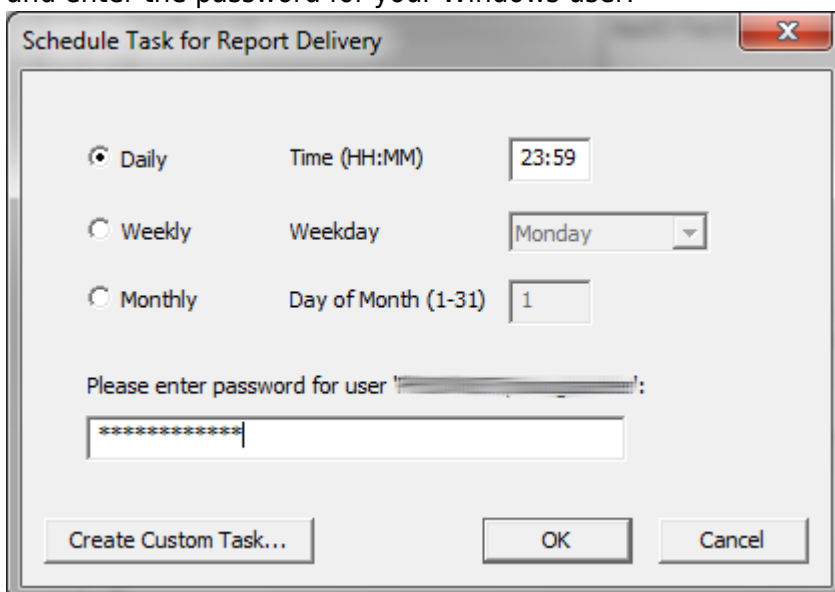
Click **Run Now** to generate the report. The report is sent to your desktop or delivered via email, depending on the configuration of the selected **Deliveries** template.



## Step 7. Automate Report Creation

To automate the reporting, schedule a task and specify how often the report is generated.

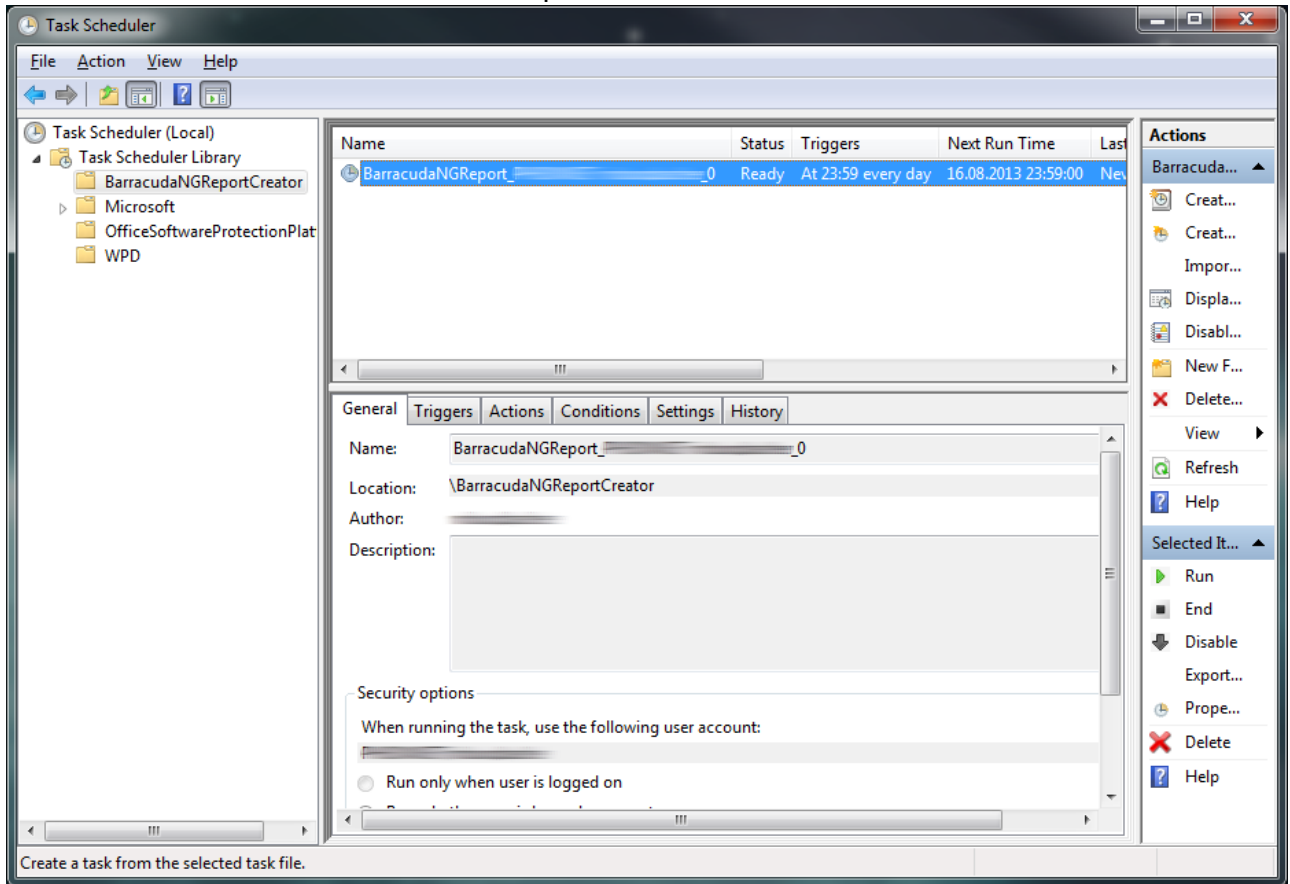
1. Click the **Reports** tab.
2. In the left pane, select a report.
3. Click **Schedule**.
4. In the **Schedule Task for Report Delivery** window, specify the delivery times for the report and enter the password for your Windows user.



5. To open the Windows Task Scheduler, click **Create Custom Task**. Barracuda Report Creator



tasks are stored in the BarracudaNGReportCreator subfolder.



6. Click **OK**. Your scheduling task is created in the Windows Task Scheduler.
7. Save your configurations.

## Using Keyboard Shortcuts

You can use various keyboard shortcuts within the Barracuda Report Creator:

Keyboard Shortcut	Action
<b>Tab, Shift+Tab</b>	Move forward or backward through the currently visible controls.
<b>Ctrl+Tab</b>	Move between the <b>Templates</b> and <b>Reports</b> pages.
<b>F2</b>	Rename the selected item.
<b>Del</b>	Delete the selected item.
<b>Alt+S</b>	Save the current configuration.
<b>Alt+E</b>	Exit the configuration UI without saving your changes.
<b>Alt+D</b>	Schedule a task for the currently selected report. You can only use this shortcut in the <b>Report</b> tab.

<b>Alt+R</b>	Create a report. You can only use this shortcut in the <b>Report</b> tab.
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## Figures

1. securityrole.png
2. controlmodule.png
3. AddSymbol.png
4. ReportCreatorAddNG.png
5. AddSymbol.png
6. ReportCreatorAddGroup.png
7. ReportCreatorPredefinedReports.png
8. AddSymbol.png
9. ReportCreatorLayout.png
10. AddSymbol.png
11. ReportCreatorDelivery.png
12. AddSymbol.png
13. AddSymbol.png
14. AddSymbol.png
15. AddSymbol.png
16. ReportCreatorGenerateReport.png
17. ReportCreatorSchedules.png
18. ReportCreatorScheduleTask.png

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