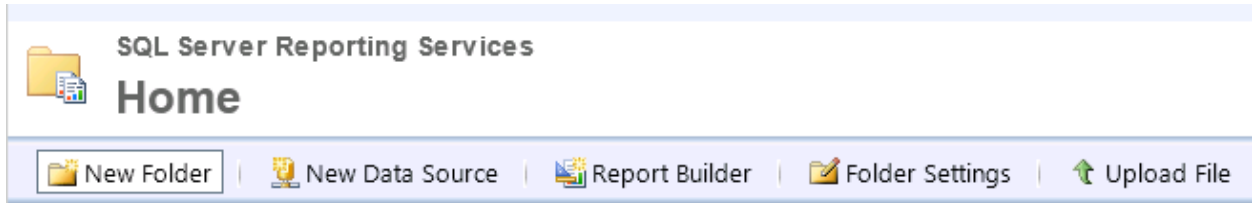# Orchestrator Runbook Reports Installation Instructions

1. Place the RDL files included with this document in a folder on your machine.

2. Open Internet Explorer and navigate to your Report Manager URL.

3. Click ok **New Folder**

4. Enter a Name and optional description for the folder and click **OK**.

5. Click on **New Data Source**

6. Enter the following on the New Data Source page:

   a. Name: **Orchestrator**

   b. Description: optional

   c. Data source type: **Microsoft SQL Server**

   d. Connection String: **Data Source=*YourSQLServer*;Initial Catalog=*YourDB***
   You will need to replace *YourSQLServer* and *YourDB* with your Database Server and Data Store Name for your Orchestrator Management Console. To find this information follow the steps below:

      i. Open System Center 2012 Orchestrator Deployment Manager

      ii. In the left pane right click on **Orchestrator Management Server** and click **Properties**

      iii. Click on the **Orchestrator Management Server** tab

      iv. Your **Database Server** and **Data Store Name** will be listed here.

e. Connect using: select your preferred method of authentication.

SQL Server Reporting Services
New Data Source

Name:	Orchestrator
Description:	

☐ Hide in tile view
☑ Enable this data source

Data source type:	Microsoft SQL Server
Connection string:	Data Source=SCO01;Initial Catalog=Orchestrator

Connect using:

○ Credentials supplied by the user running the report

Display the following text to prompt user for a user name and pass

Type or enter a user name and password to access the data sour

☐ Use as Windows credentials when connecting to the data sour

○ Credentials stored securely in the report server

User name: [   ]

Password: [   ]

☐ Use as Windows credentials when connecting to the data sour

☐ Impersonate the authenticated user after a connection has bee

● Windows integrated security
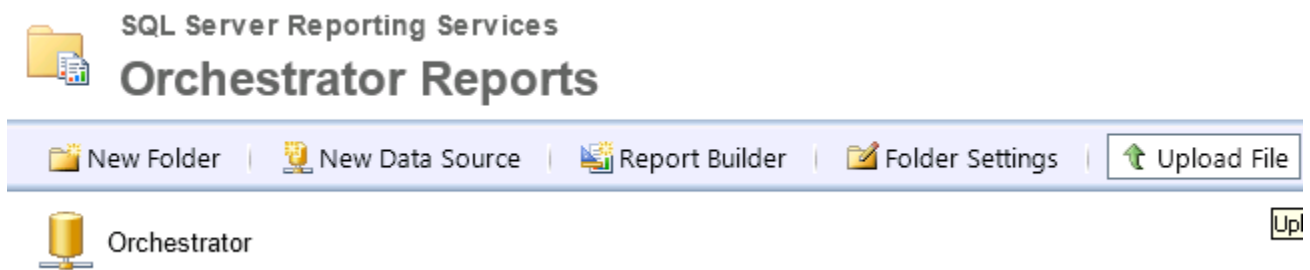
○ Credentials are not required

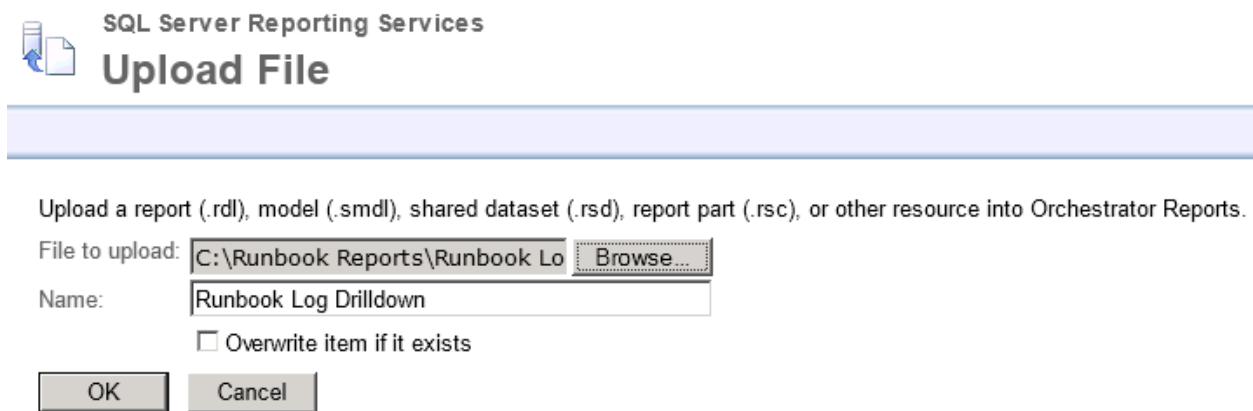[Test Connection]

Connection created successfully.

[OK] [Cancel]

7. Click **Test Connection**

8. If the test passes click **OK**. If not you will need to troubleshoot your connection string and/or authentication method.
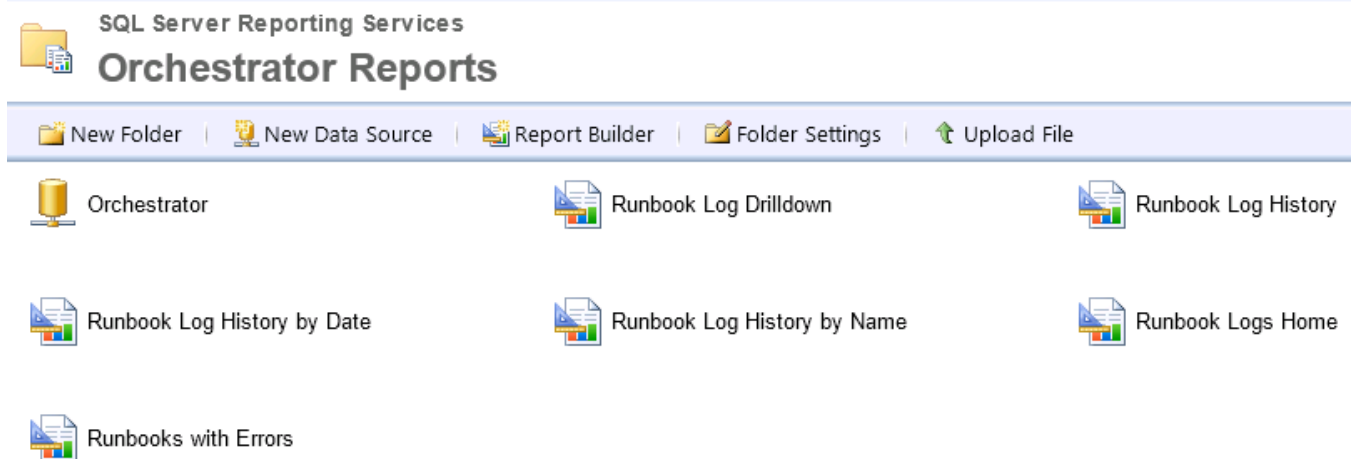
9. Back in the folder your created click **Upload File**

10. Click on **Browse** and select the first RDL file from the folder in step 1 and click **OK**.

11. Repeat steps 5 and 6 for each additional RDL file. When finished all six reports should be listed in the folder.

12. Click on **Runbook Logs Home** and confirm each report runs.