Vodafone Capacity Management Tool

User Guide

Documentation Updates

Date of Issue	***Guide Version***	***Software Version***
23/5/2013	1.0	

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PREFACE

Vodafone Egypt has grown over the years to become the leading mobile operator in Egypt, not only in revenue share but also in customer base. To sustain this market leadership, Vodafone Engineers work restlessly to ensure top-notch services and to provide secure and easily accessible enterprise services for the customers.

Vodafone Capacity Management Tool enables users to collect data from the different systems to monitor the network performance in order to optimize it or to handle any issues discovered.

This guide helps the tool administrators and users. It shows how to manage the tool features.

The tool’s administrators are responsible for managing user accounts and level of access, managing data collections and jobs. The users are responsible for some data collection and reporting functions.

Who Should Use This Guide

This guide helps Vodafone Capacity Management Tool users and Administrators manage data collections and system events and notifications to achieve better use of different systems' data.

How This Guide Is Organized

The guide is composed of few chapters explaining Vodafone Capacity Management tool's different operations and includes some hints for a satisfactory user experience.

Chapter Name	***Definition***
Accessing Vodafone Capacity Management Tool	It explains how to access Vodafone Capacity Management Tool.
Managing Users	It explains how Vodafone Capacity Management Tool administrators can manage user accounts easily.
Managing Log	It explains the how to manage display logs and manage log notification lists.
Managing Data Collections	It explains the use of the Data Collections and how to manage them.
Managing Data Collections Systems	It explains how to manage Data Collection Systems.
Managing Data Collections jobs	It explains how to manage Data Collection Jobs and run them out of schedule if needed.
Managing System Events	It explains managing a calendar of system events for reference on data analysis.
Managing KPI Notifications	It explains managing KPI Notifications and setting thresholds for them.

Document Conventions

In order to help you understand this guide thoroughly, the following table describes the different styles and conventions used throughout the guide.

Convention	***Description***	***Example***
Bold	Represents: • Names of user interface elements such as names of buttons, dialog boxes, lists, menus, tabs, sections, etc. • User input such as text the user types in a box.	**Password**
Bold Italic	Represents actions or words emphasized upon.	***please proceed as follows***

Terms and Definitions

The aim of this section is to illustrate all terms that might seem ambiguous or confusing. The terms listed here are used extensively throughout the user guide, and it is strongly recommended that you read these terms thoroughly before you read the chapters' content. Always refer to the following table when you encounter an unfamiliar term.

Term	***Definition***
KPI	Key Performance Indicator

1

INTRODUCTION

Vodafone Capacity Management Tool is a smart web application that collects data from different systems for further analysis and reporting, the users can enjoy its features through logging on. Clicking each link of the different modules that appear on the **Home Page** takes you to the module's main page from which you can interact with and utilize its functionality.

NOTE	Clicking the top part of all the tool pages of takes you to the **Home Page**.

Figure 1: Vodafone Capacity Management Tool Home Page

Log On

To Log On to Vodafone Capacity Management Tool, please proceed as follows:

1. Type your **Username** and **Password**
2. Click **Login**.

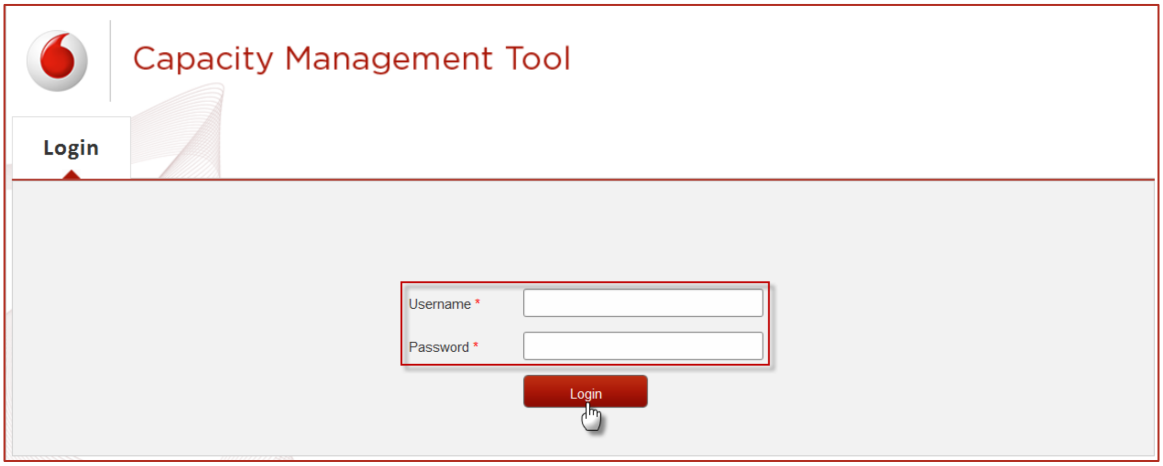

Figure 2: Vodafone Capacity Management Tool Login

First Time Log On

- After logging on to Vodafone Capacity Management Tool for the first time, a page appears prompting you to enter a new password.

If it is your first time to Log On to Vodafone Capacity Management Tool, please proceed as follows:

1. In **Old Password** field, enter the password that you have already used for login.
2. In **New Password** field, enter the new password.
3. In **Re-enter your New Password** field, enter the new password again.

NOTE	• The **New Password** must be composed of numbers and characters with minimum length of 6. • The passwords entered in **New Password** and **Re-enter your New Password** fields must be identical.

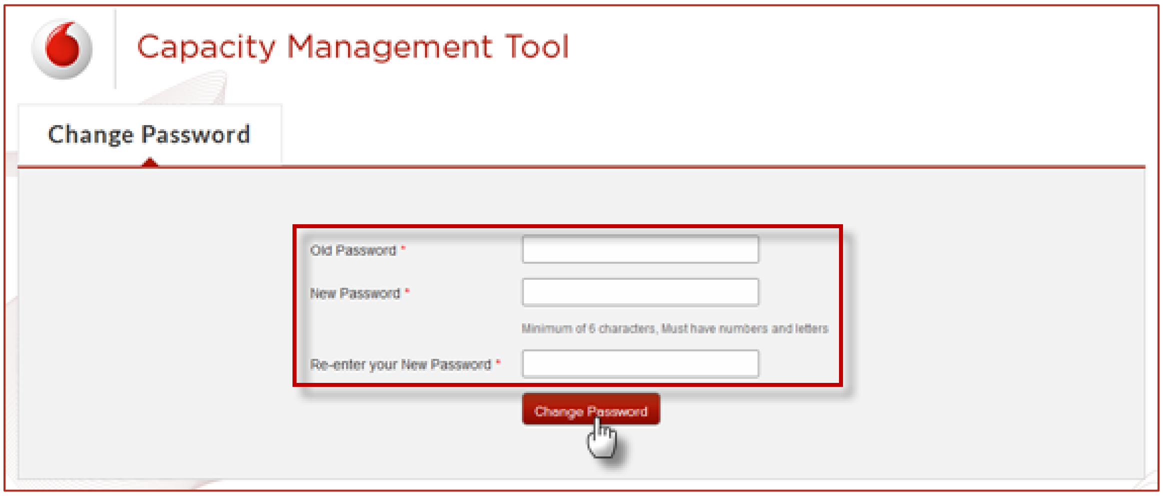

Figure 3: First Time Login

Log Out

To Log On to Vodafone Capacity Management Tool, please proceed as follows:

1. Click **Logout** at the top right corner of any page of the tool.

2

MANAGING USERS

The User Management Module enables the tool administrators to list, add, edit, end delete user accounts.

Displaying Users

To display a list of Vodafone Capacity Management Tool Users, please proceed as follows:

1. Log On as an Administrator.
2. On the Home Page, click **User Management** icon.

A page appears displaying a list of all the tool users.

NOTE	• The tool provides handy pagination features for large user sets (five or more pages). • You can jump within the many pages by clicking **First**, **Previous**, **Next**, **Last** or the page number below the list

3. To refresh the users' list, click the **Refresh** button  right above its top right corner.

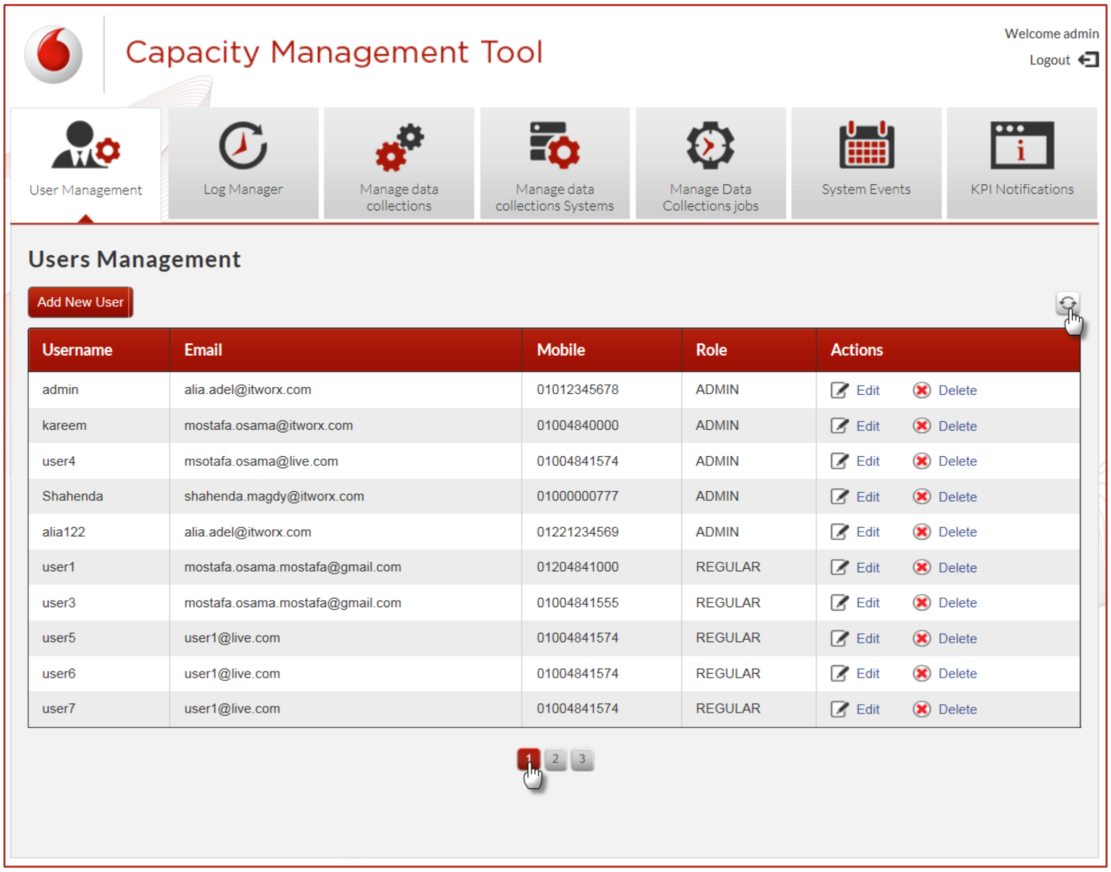

Figure 4: Display user accounts

Adding New User

To Add a New User, please proceed as follows:

1. Log On as an Administrator.
2. On the Home Page, click **User Management** icon.

A page appears displaying a list of all the tool users.

3. In the top left part of **Users Management** page, click **Add New User**.
4. In the **Add New User** page, fill in the fields with the user details, then click **Save**.

NOTE	The fields with asterisks (*) are mandatory to add a new User.

Figure 5: Add New User

Editing a User

To Edit a User, please proceed as follows:

1. Log On as an Administrator.
2. On the Home Page, click **User Management** icon.

A page appears displaying a list of all the tool users.

3. In the **Actions** column of the users' list, click **Edit** .

A new window with the details of the selected User appears.

4. Change the desired fields, then to save the changes, click **Save**.

NOTE	The fields with asterisks (*) are mandatory to edit the User.

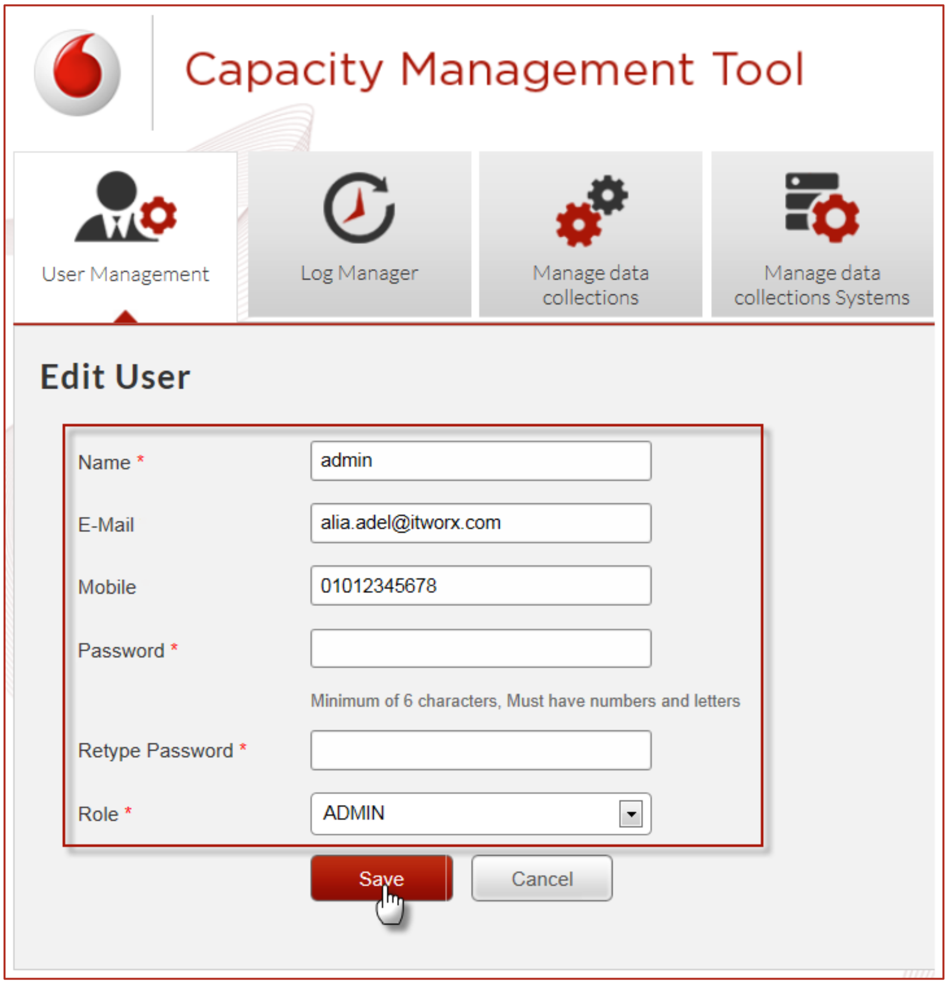

Figure 6: Edit a user

Deleting a User

To Delete a User, please proceed as follows:

1. Log On as an Administrator.
2. On the Home Page, click **User Management** icon.

A page appears displaying a list of all the tool users.

3. In the **Actions** column of the users' list, click **Delete**  .
4. On the pop-up confirmation dialogue, click **Confirm** to confirm the user deletion.

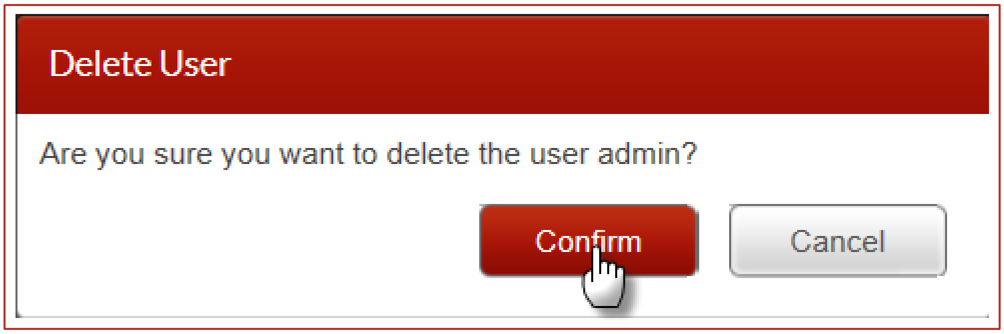

Figure 7: Confirm deleting a user

3

MANAGING LOGS

The Log Manager module enables users to display logs. It also enables the administrator to manage notification lists for each error code resulted from a specific node associated to a system.

Displaying Logs

To Display a Log, please proceed as follows:

1. Log On as an Administrator.
2. On the Home Page, click **Log Manager** icon.
3. In **Select System** text box, type the name of the system you want.
4. From **Log Type** radio buttons, select the type.
5. In **From** field, select the log starting date.
6. In **To** field, select the log ending date.
7. Click **Display Log**.

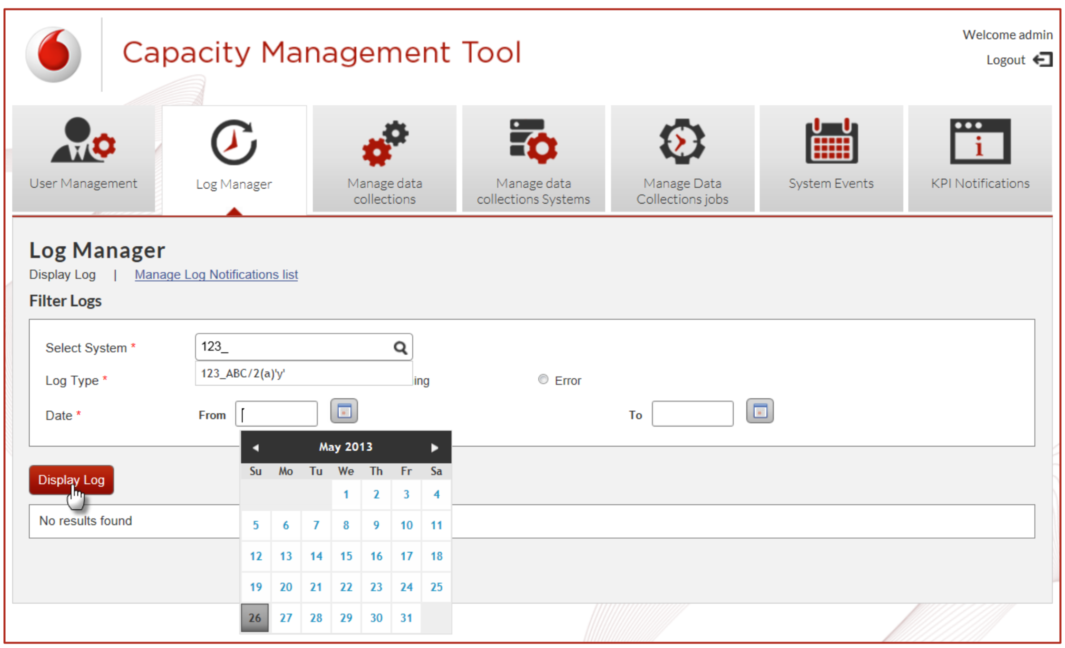

Figure 8: Display Log

Managing Logs Notifications List

To Manage a Log Notifications List, please proceed as follows:

1. Log On as an Administrator.
2. On the Home Page, click **Log Manager** icon.
3. Click **Manage Log Notifications List**.

   Manage Notifications List page appears.
4. In **Select System** text box, type the name of the system you want.
5. From **Error Code** drop-down list, select the code you want.
6. Click **Manage Users List**.

A prompt to add a new user and a list of the users configured for the selected system appears.

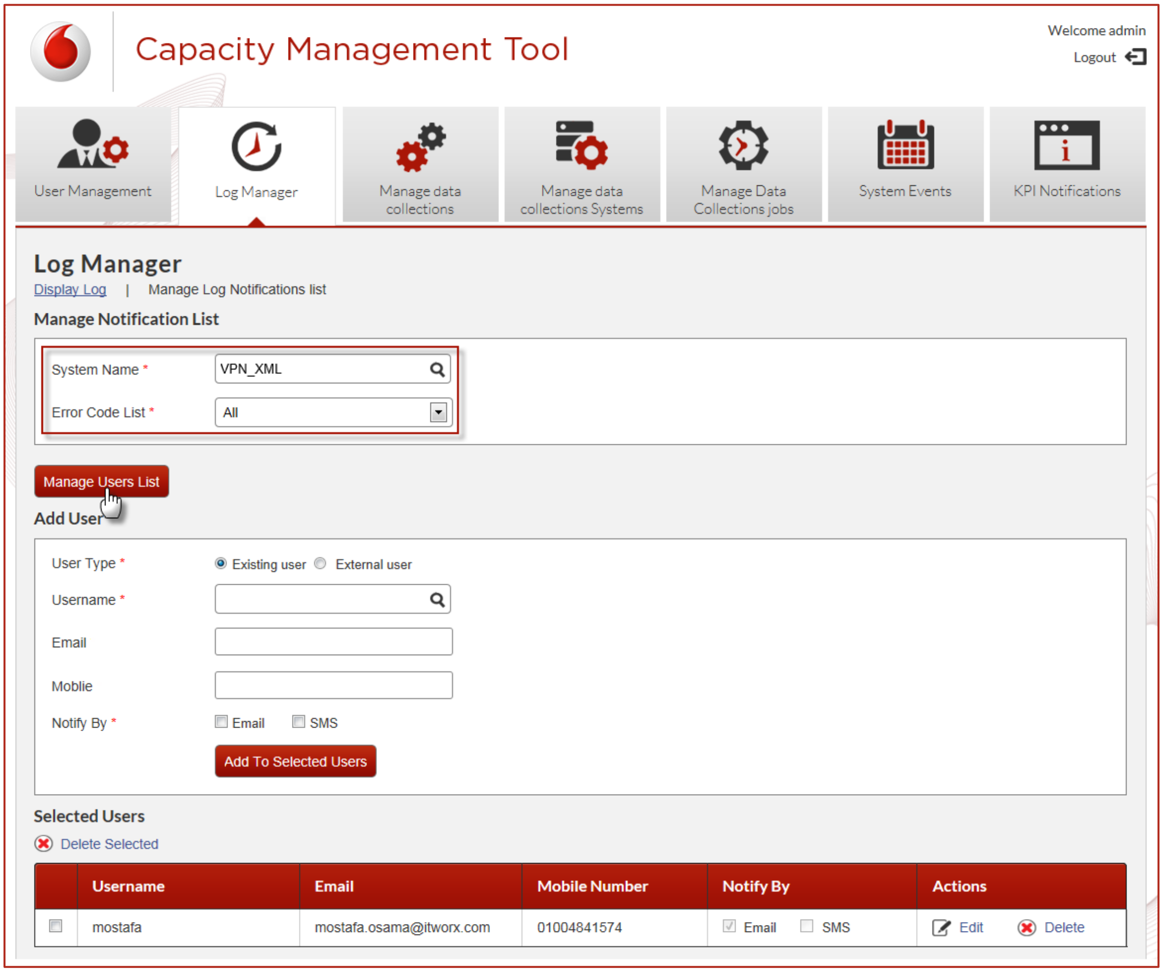

Figure 9: Manage Log Notifications List

Adding a User to a Log Notifications List

To Add a User to a Log Notifications List, please proceed as follows:

1. In the **Add User** web part, enter the details of the user you want to add.
2. From **User Type** radio buttons, select the type.
3. In the **Username** text field, type the username,
   - 3.1. If you selected **Existing user**, the tool autocompletes the name,
     - 3.1.1. After selecting the name, the tool retrieves the other **Email** and **Mobile** that you can edit.

   Or

   - 3.2. If you selected **External user**,
     - 3.2.1. In **Username** field, type the name.
     - 3.2.2. In **Email** and **Mobile** fields, type the values.
4. From **Notify By**, select **Email** and/or **SMS** check boxes.

NOTE	The fields with asterisks (*) are mandatory to add a user.

5. Click **Add to Selected Users**.

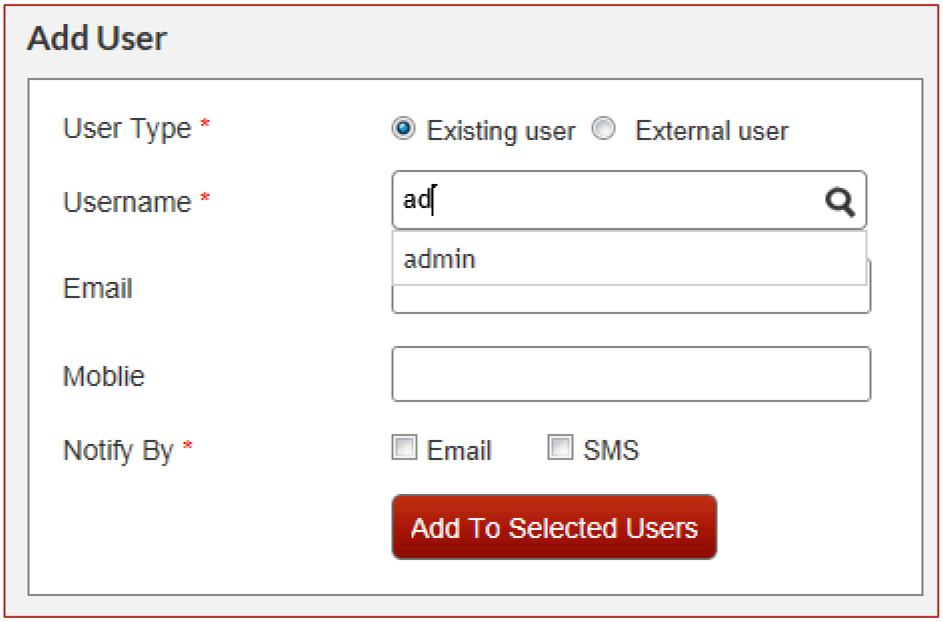

Figure 10: Add user to a Log Notifications List

Editing a User from a Log Notifications List

To Edit a User from a Log Notifications List, please proceed as follows:

1. In the **Actions** column of the selected users' list, click **Edit** .
2. Edit the desired fields of the user details.

NOTE	The fields with asterisks (*) are mandatory to edit a user.

3. To save the changes, click **Edit User**.

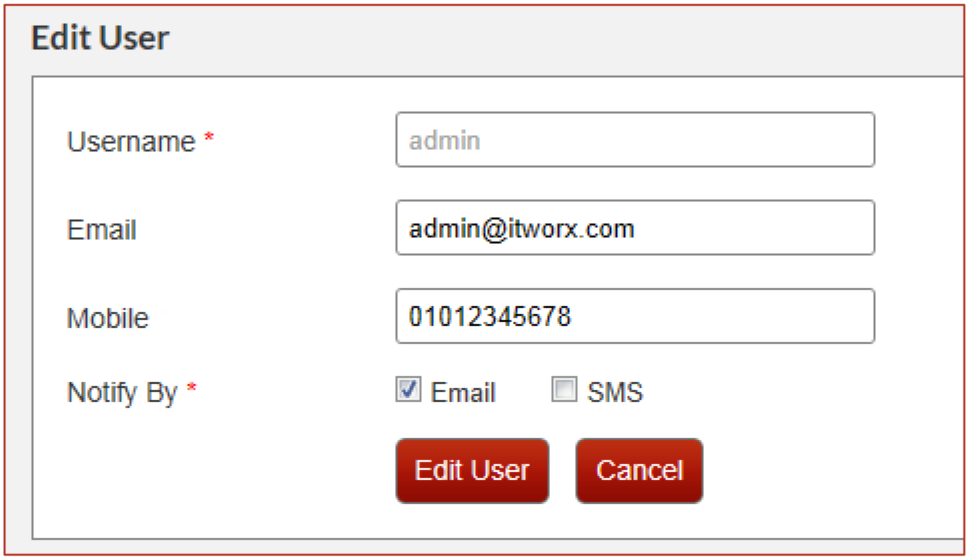

Figure 11: Edit user from a Log Notifications List.

Deleting a User from a Log Notifications List

To delete a user from a Log Notifications List, please proceed as follows:

1. In the **Actions** column of the selected users' list, click **Delete** .
2. To delete multiple users,
   2.1. In the **Selected users'** list, select the check box next to each user you want.
   2.2. Above the **Selected Users'** list, click **Delete Selected**.

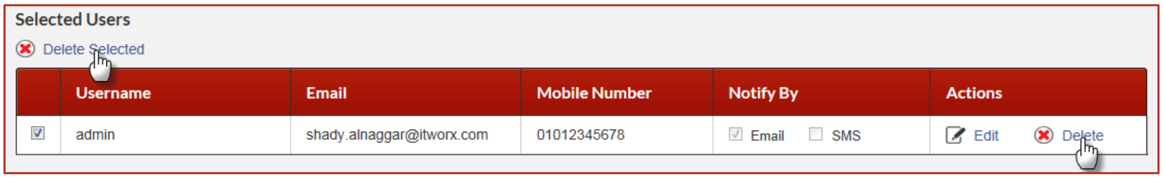

Figure 12: Delete a user from a Log Notifications List.

3. On the pop-up confirmation dialogue, click **Confirm** to confirm the user deletion from the list.

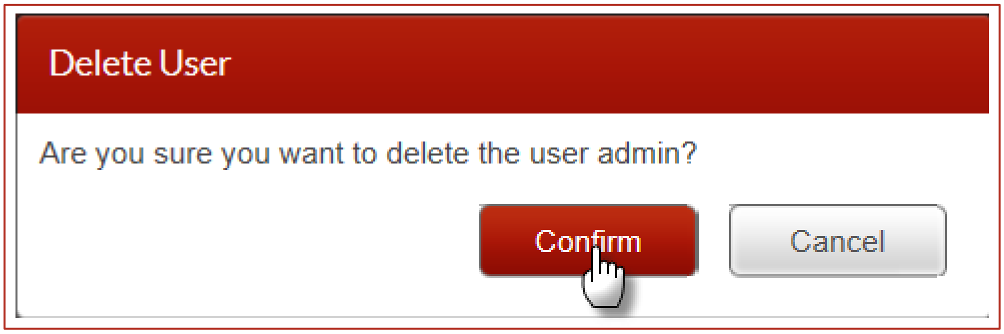

Figure 13: Confirm deleting a user from a List of Log Notifications.

4

MANAGING DATA COLLECTIONS

The Manage Data Collections module enables administrators to configure new Systems, Edit existing systems configurations and delete systems.

Displaying Data Collections

To Display list of Vodafone Capacity Management Tool Data Collections, please proceed as follows:

1. Log On as an Administrator.
2. On the Home Page, click **Manage Data Collections** icon.

A page appears displaying a list of all the tool data collections.

NOTE	Atop the data collections list, the tool displays the total number of rows included.

3. Enter the number of rows you want to display on the page and click the **Refresh** button.

NOTE	• The tool provides handy pagination features for large user sets (five or more pages). • You can jump within the many pages by clicking **First**, **Previous**, **Next**, **Last** or the page number below the list

Searching for Data Collection

1. Log On as an Administrator.
2. On the Home Page, click **Manage Data Collections** icon.
3. In **Data Collection Name** field, type the name you want to search.
4. Click **Search**.

A list of Data Collections matching the typed name appears.

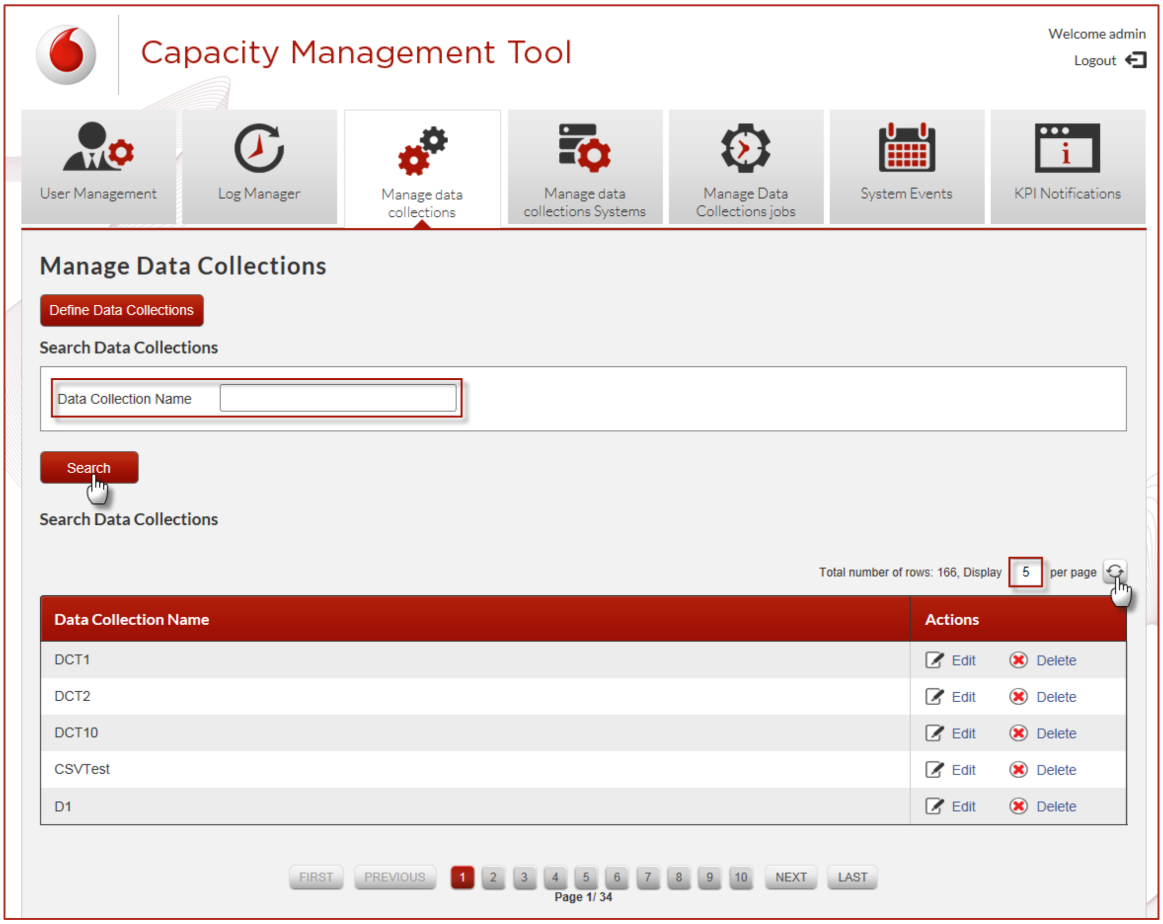

Figure 14: Display and Search Data Collections.

Defining a New Data Collection: Wizard

To Define a New Data Collection, please proceed as follows:

1. Log On as an Administrator.
2. Click **Manage Data Collections** Icon on the Home Page.
3. Click **Define Data Collections**.
4. A new page appears with the wizard **Define Data Collections**.
5. From **Select Data Collection Type** drop-down list, select the type you want.
6. In **Data Collection Name** text field, type a new name.

NOTE	• The **Define Data Collection** wizard is specific to the data collection type.
	• In **Step1: Select Data Collection Type** drop-down list, the available options that change the wizard are:
	  • Text
	  • XML
	  • Database

Define Data Collection Wizard for Text/XML Type

The steps from the third to the sixth are common for Text and XML Data Collection types.

Step 2 for Text/XML type

Step 2: Extract Source Columns for Text

1. In **Upload File** text field, click **Browse** to locate the file.

NOTE	• The valid file types to upload are only text (.txt) or comma separated files (.csv) • The file size cannot exceed 4 MB.

2. Click **Upload**.
3. In **Sample Lines** text area appear some lines from the beginning of the file to view its structure.
4. From **Delimiter** drop-down list, select the delimiter.
5. In **Ignore Lines** text box, type the lines you want to ignore on collecting data from the file.
6. From **Headers usage** radio button, select the desired option.

NOTE	The fields with asterisks (*) are mandatory.

7. To go to the next step, click **Next**.

NOTE	• You can go to the previous step by clicking **Back**. • You can exit the wizard by clicking **Cancel**.

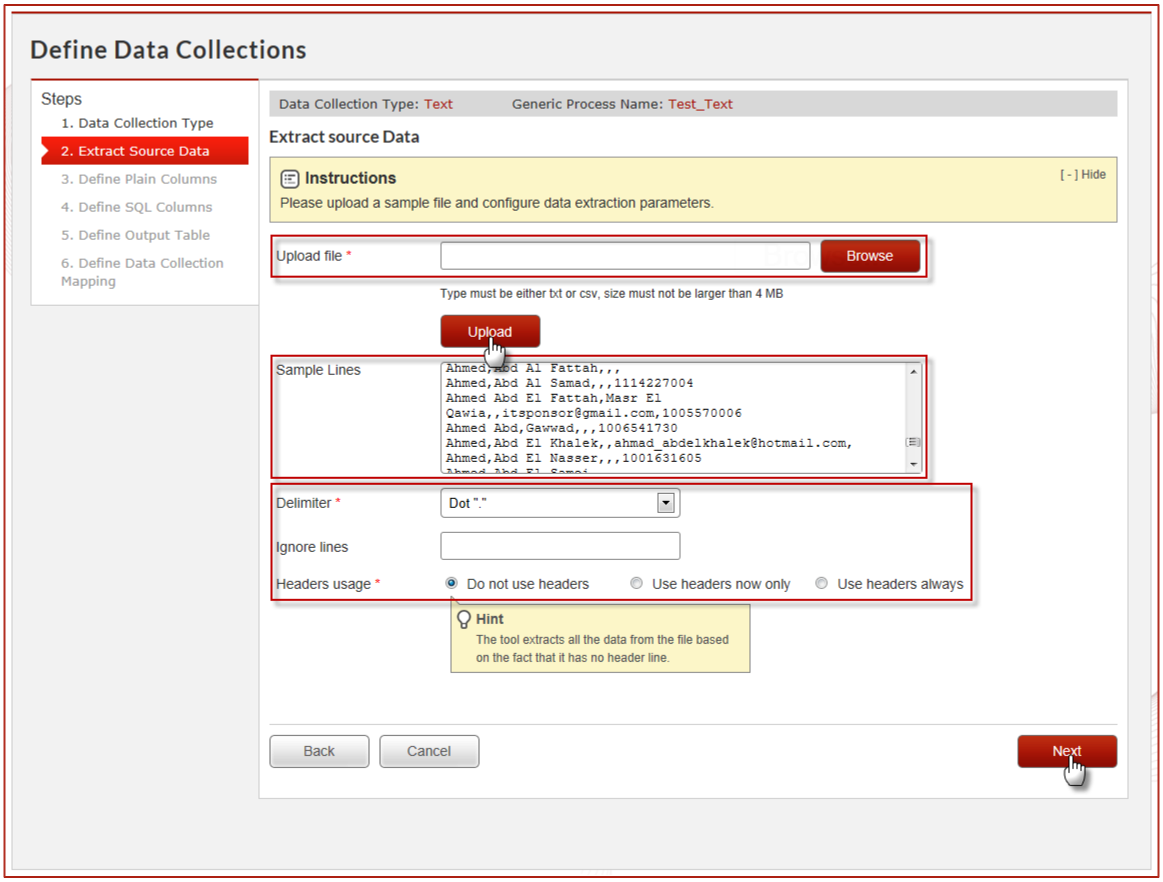

Figure 15: Define Text Data Collection Wizard - Extract Source Data.

Step 2: Extract Source Columns for XML

1. Select the XML data collection structure reference from **XML Complexity** radio button,
   1.1. The tool maps user-defined XML schema when you select **Simple**,
      1.1.1. In **Upload File** text field, click **Browse** to locate the file.

NOTE	• The valid file type to upload is only XML (.xml) • The file size cannot exceed 4 MB.

      1.1.2. Click **Upload**.

When you upload the file, a success message appears on the wizard page.

NOTE	The fields with asterisks (*) are mandatory.

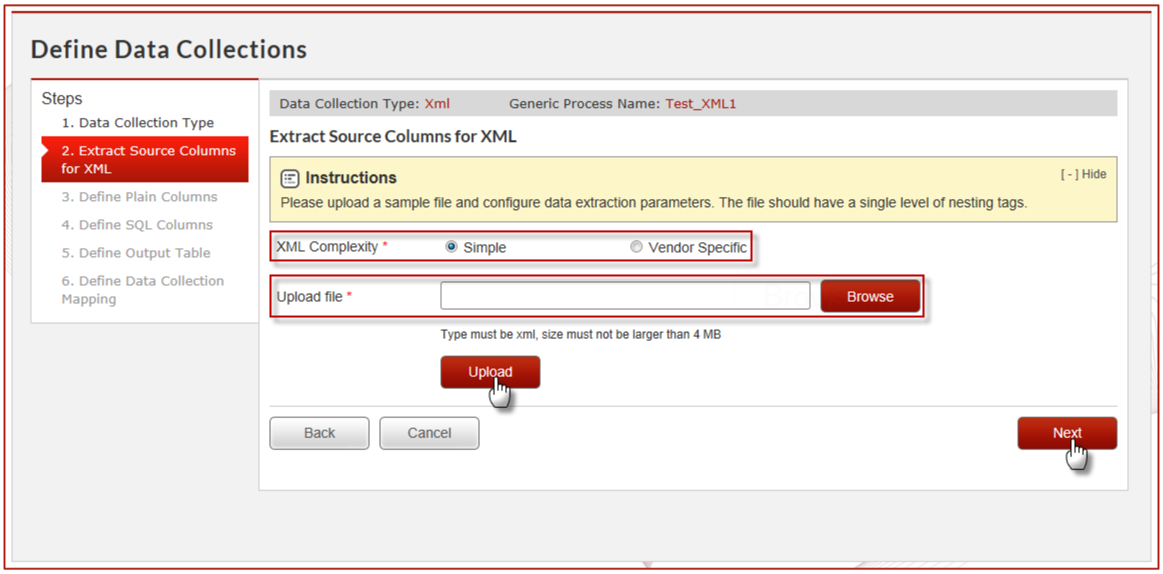

Figure 16: Define XML Data Collection Wizard - Extract Source Columns for Simple XML

Or

1.2. The tool uses vendor-provided converters to map their proprietary schemas when you select **Vendor Specific**,

1.2.1. From **Vendor Specific Name** drop-down list, select the vendor.

1.2.2. From **Vendor Specific Converter Name** drop-down list, select the converter.

NOTE	• The current version of the tool supports only **Ericsson** XML converters. • The fields with asterisks are mandatory.

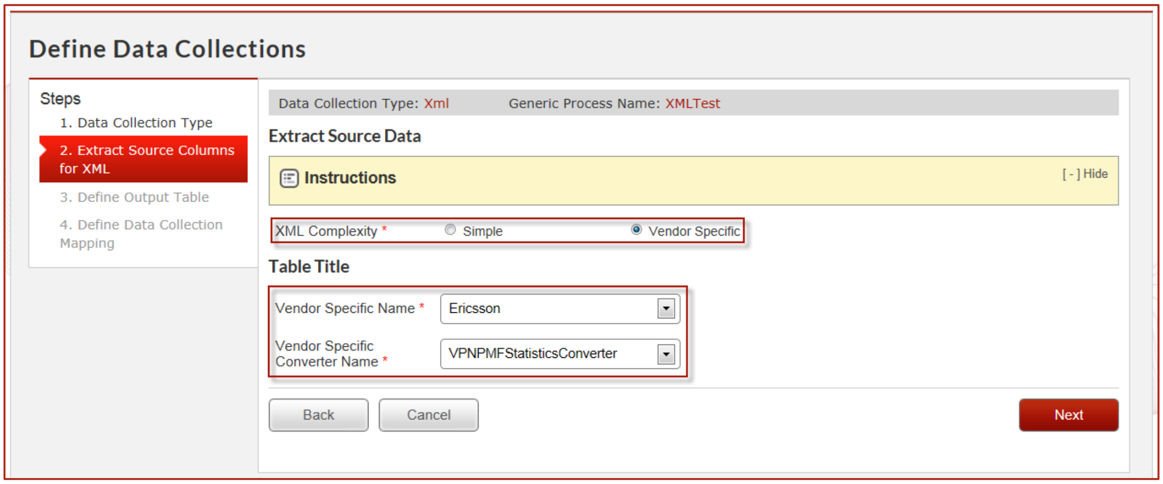

Figure 17: Define XML Data Collection Wizard - Extract Source Columns for Vendor Specific XML

2. To go to the next step, click **Next**.

NOTE	• You can go to the previous step by clicking **Back**. • You can exit the wizard by clicking **Cancel**.

Step 3: Define Plain columns

The columns extracted from the sample file uploaded in the previous step appear in this step page.

NOTE	Only for the Vendor **Specific** complexity for XML Data Collection, you work on columns with reference to the selected converter.

1. Under **Extracted Columns**, click any row to make its fields editable and edit as you want.

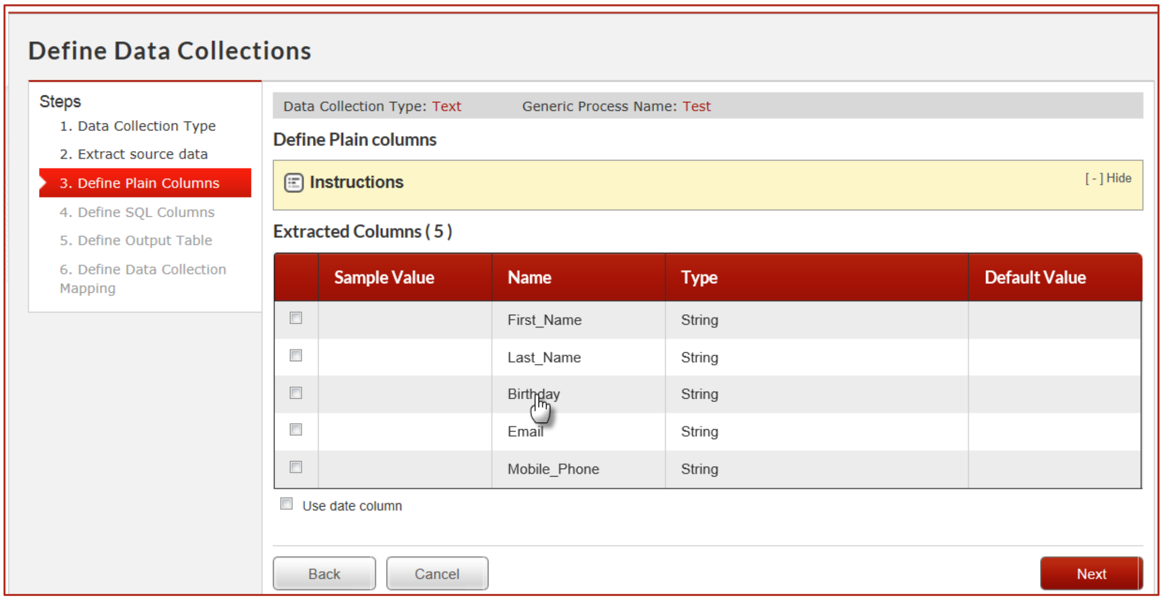

Figure 18: Define Text/XML Data Collection Wizard - Define Plain Columns (Select Attributes to Edit).

2. Select **Use Date Column** check box to filter the records you are going to extract by a specific date.
   2.1. In **Date Column Name** text field, type the name of the column the tool is going to check on extracting data for the date.

NOTE	You should select a column of type **Date** for Date Column.

3. Select the check box next to any of the displayed columns to include in the extraction.

NOTE	You should select at least one column to complete the wizard.

4. To go to the next step, click **Next**.

NOTE	• You can go to the previous step by clicking **Back**. • You can exit the wizard by clicking **Cancel**.

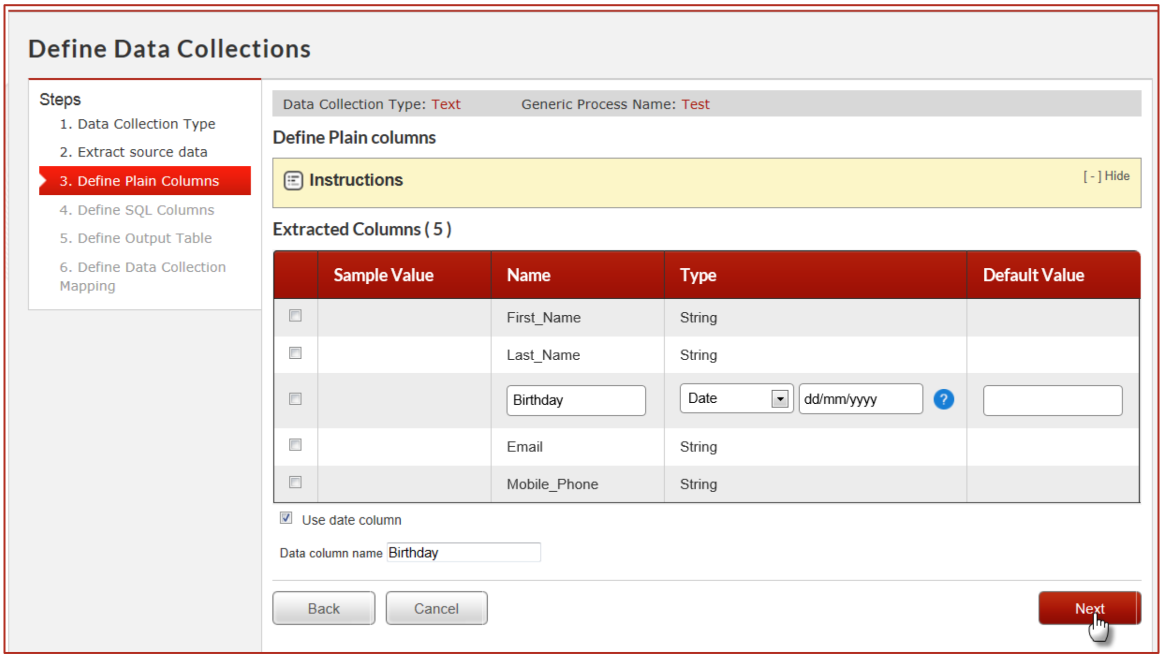

Figure 19: Text/XML Data Collection Wizard - Define Plain Columns (Edit Attributes).

Step 4: Define SQL Columns

In this step of the wizard, you can add SQL columns to manipulate the data you are going to extract. The columns selected in the previous step appear in the table entitled **Selected Extracted Columns**.

1. Click **Add Column**.

A new set of fields appears above the button where you can input the new column attributes and the SQL Expression.

2. In **WHERE clause**, **GROUP BY clause**, and **HAVING clause** type the conditions for your SQL statement.
3. Click **Update** to save or **Cancel** to ignore.

NOTE	• The SQL Expression syntax is with reference to Oracle SQL. • You can add none, one, or more SQL columns.

4. To go to the next step, click **Next**.

NOTE	• When you click **Next**, the tool verifies the input SQL expression. • If there are any problems with the SQL expression you input, the tool views a SQL Error message. • You can go to the previous step by clicking **Back**. • You can exit the wizard by clicking **Cancel**.

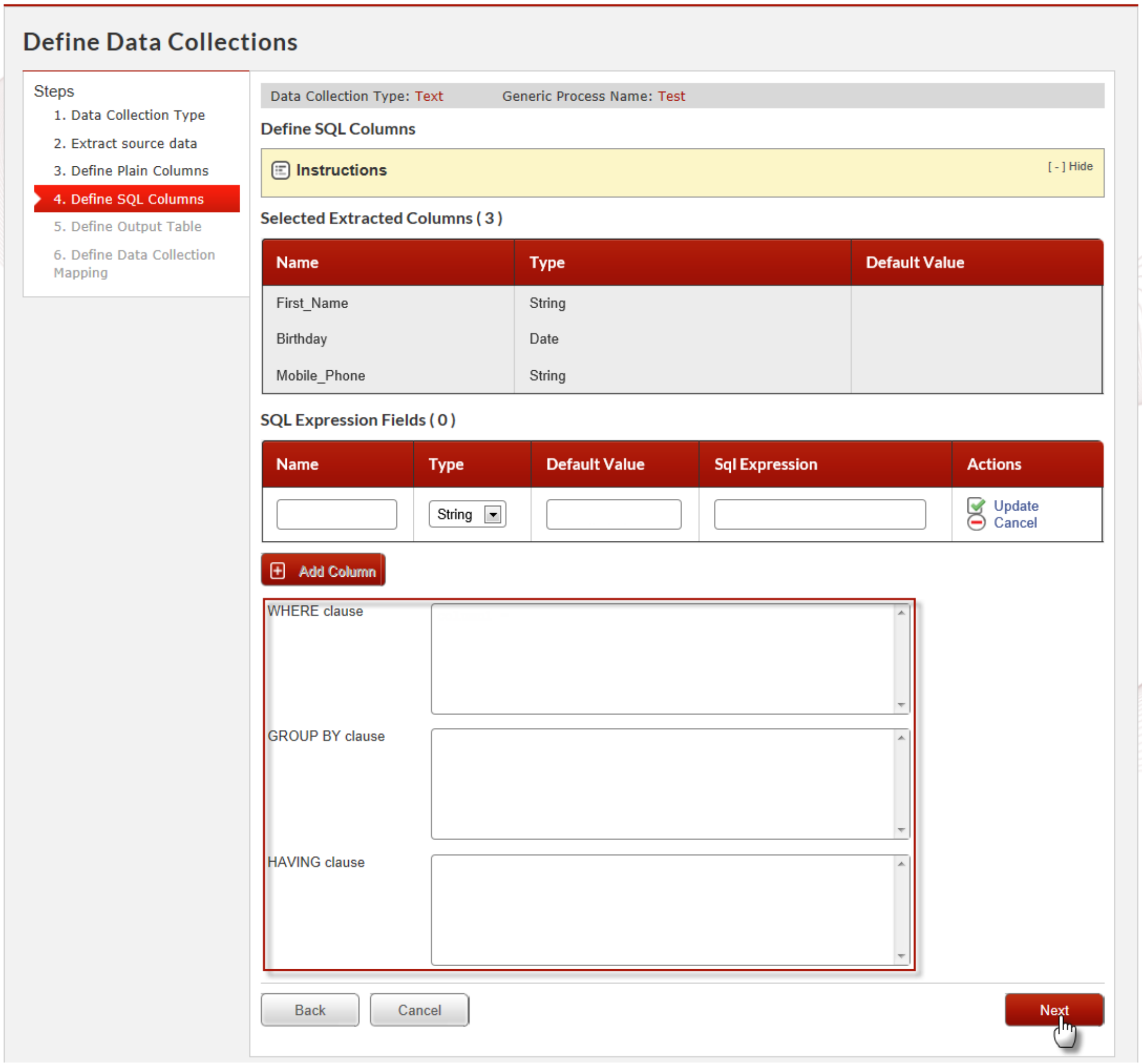

Figure 20: Text/XML Data Collection Wizard - Define SQL Columns.

Step5: Define Output Table

1. Select the data collection output destination database table from **Output Table Option** radio button,
   1.1. The columns you have selected from the previous steps for mapping appear when you select **Define new table**.

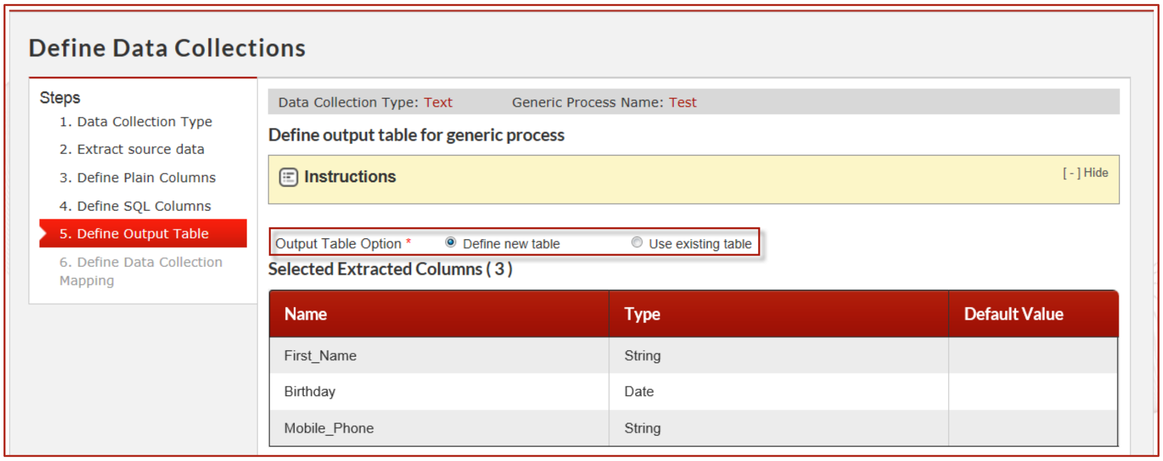

Figure 21: Data Collection Wizard - Select Text/XML Output to New Table.

Or

1.2. When you select **Use existing table**
   1.2.1. From **Select Table** drop down-list, select a table existing in the database for extracted data mapping.
   1.2.2. Click **Add Column** if you need to; input its attributes to add to the selected table to map data from sources.
   1.2.3. In the **Actions** column, click **Update** to add the new column, or **Cancel** to ignore.

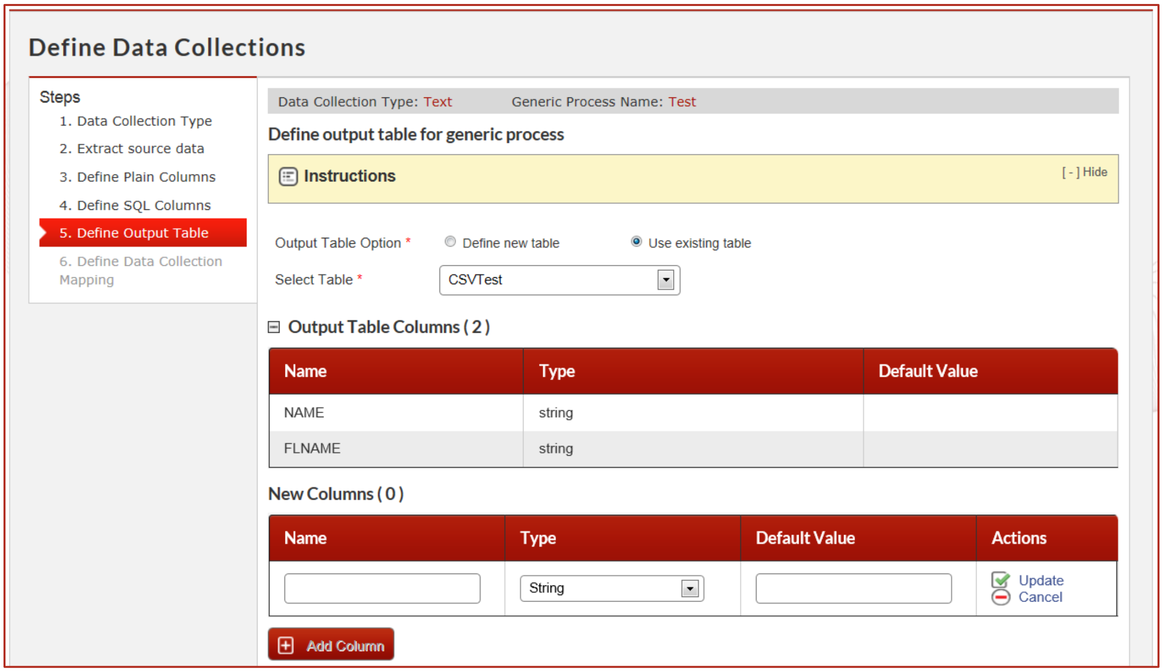

Figure 22: Data Collection Wizard - Select Text/XML Output to an Existing Table.

2. To make the tool filter the data it extracts with reference to the **Date Column** configured in step 3, select **Truncate Before Insertion** check box.

NOTE	If you select **Truncate Before Insertion** check box without configuring the **Date Column** in step 3, the tool will omit all the records in the data collection.

3. From **"NODE_NAME" Column option** radio button, select either of the following options:
   - **Configurable** → The tool automatically adds a column named "NODE_NAME" and inserts in it the name of the node it extracts data.
   - **Mapped** → The tool adds a column named "NODE_NAME" and prompts you in the next step to map a column from the source to it.
   - **Don't use** → The tool does not add a column named "NODE_NAME".
4. To go to the next step, click **Next**.

NOTE	• You can go to the previous step by clicking **Back**. • You can exit the wizard by clicking **Cancel**.

Step6: Define Data Collection Mapping

1. From **Output Table Columns** column, select from each drop box the column to map one of the columns selected from the source.

NOTE	• Each column you select under **Data Collection Columns** must be of type matching of its corresponding under **Output Table Columns**. • You cannot select the same column under **Output Table Columns** to map more than a column under **Data Collection Columns**.

2. To save the defined data collection and finish the wizard to save the defined data collection and finish the wizard, click **Save Process**.

NOTE	• You can go to the previous step by clicking **Back**. • You can exit the wizard by clicking **Cancel**.

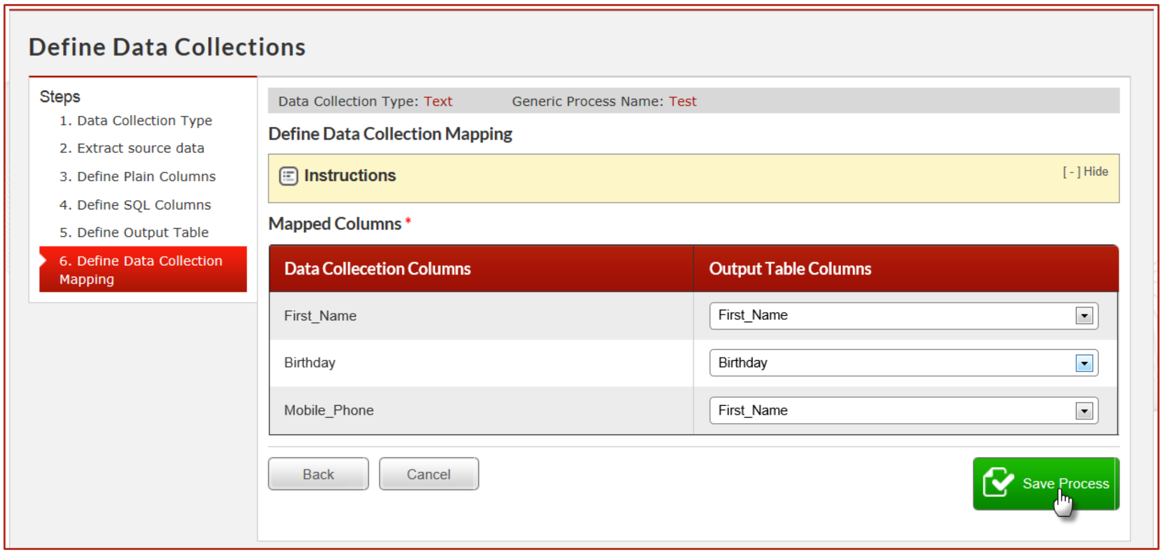

Figure 23: Define Data Collections - Define Data Collections Mapping for Text/ XML

Define Data Collection Wizard for Database Type

Step 2: Define the Extraction SQL statement for DB process

1. From **Database Type** drop-down list, select the database manager type.
2. In **Columns** text area, type the column names for the query output.
3. In the **Query** text area, type the SQL statement.

NOTE	The fields with asterisks (*) are mandatory.

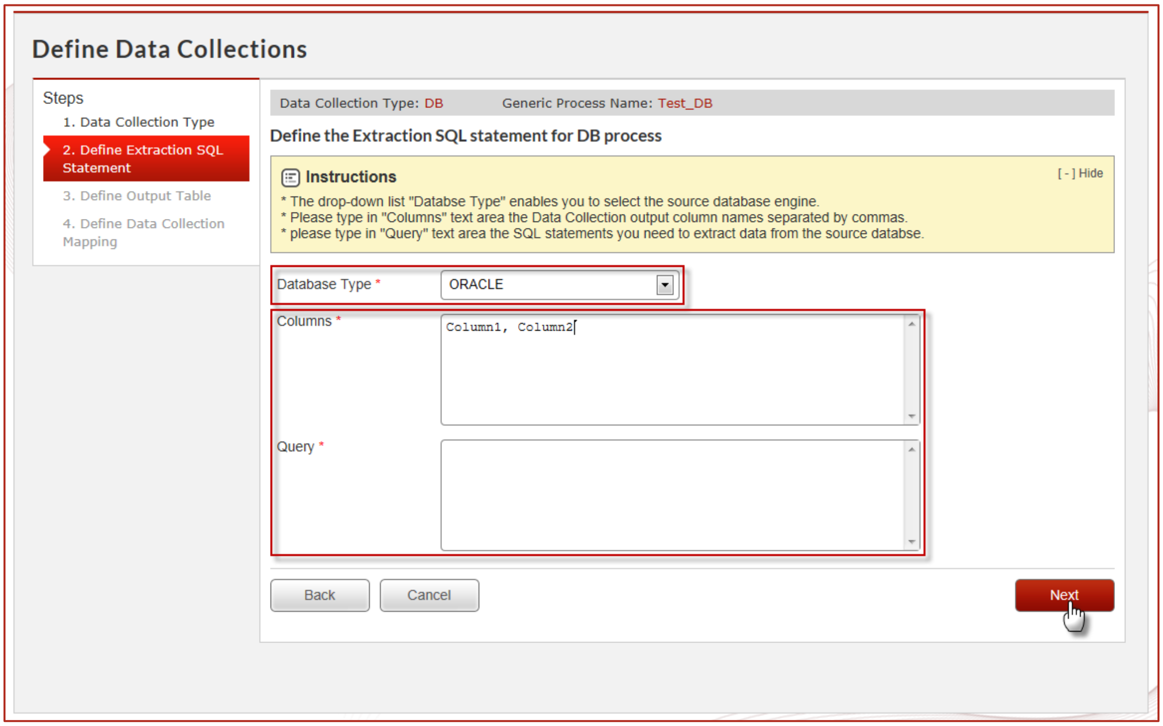

Figure 24: Define Database Data Collection Wizard - Define Extraction SQL Statement.

4. To go to the next step, click **Next**.

NOTE	• You can go to the previous step by clicking **Back**. • You can exit the wizard by clicking **Cancel**.

Step3: Define Output Table

1. Select the data collection output destination database table from **Output Table Option** radio button,
   1.1. The columns you have selected from the previous steps for mapping appear when you select **Define new table**.

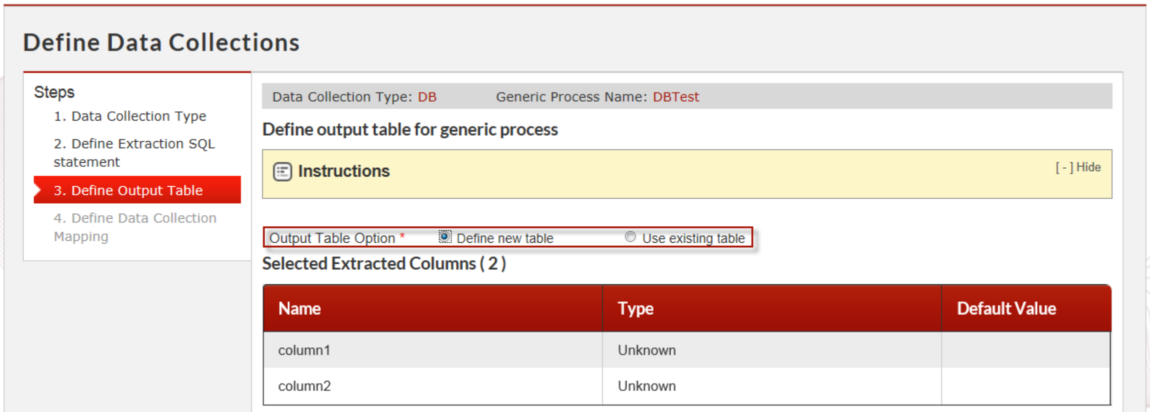

Figure 25: Data Collection Wizard - Select Database Output to New Table.

Or

1.2. When you select **Use existing table**

1.2.1. From **Select Table** drop down-list, select a table existing in the database for extracted data mapping.

1.2.2. Click **Add Column** if you need to; input its attributes to add to the selected table to map data from sources.

1.2.3. In the **Actions** column, click **Update** to add the new column, or **Cancel** to ignore.

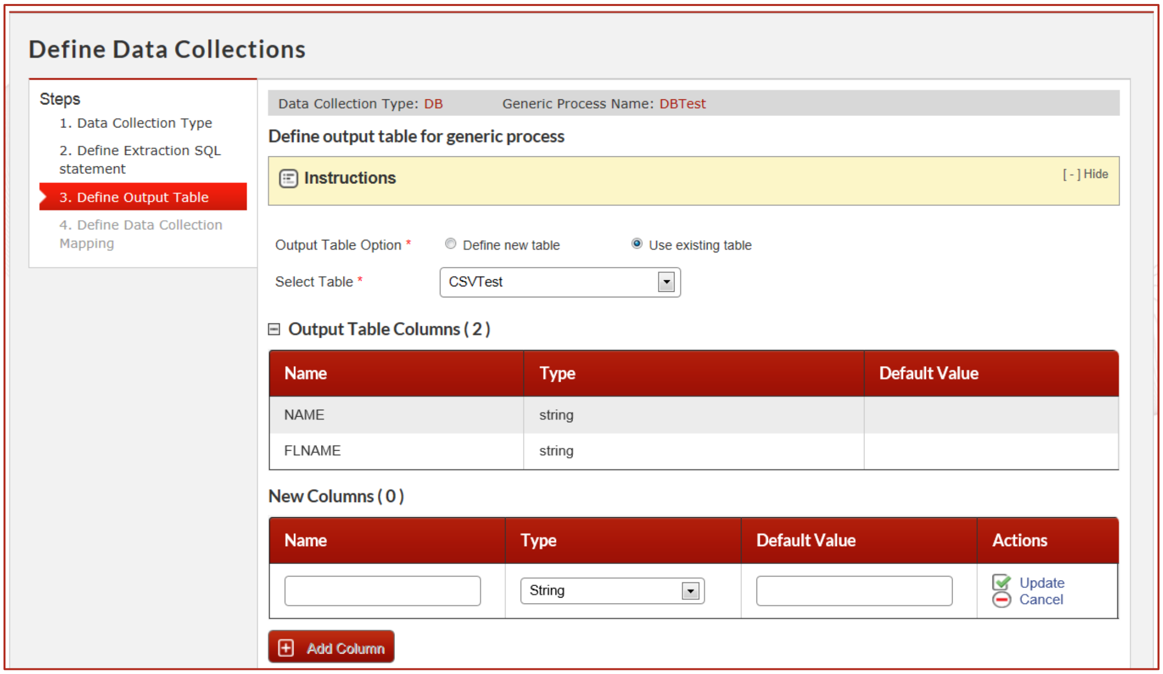

Figure 26: Data Collection Wizard - Select Database Output to an Existing Table.

2. To make the tool filter the data it extracts with reference to a date column in the data collection source, select **Truncate Before Insertion** check box.

NOTE	If you select **Truncate Before Insertion** check box for a data collection source table with no date column, the tool will omit all the records in the data collection.

3. From **"NODE_NAME" Column option** radio button, select either of the following options:
   - **Configurable** → The tool automatically adds a column named "NODE_NAME" and inserts in it the name of the node it extracts data.
   - **Mapped** → The tool adds a column named "NODE_NAME" and prompts you in the next step to map a column from the source to it.
   - **Don't use** → The tool does not add a column named "NODE_NAME".
4. To go to the next step, click **Next**.

NOTE	• You can go to the previous step by clicking **Back**. • You can exit the wizard by clicking **Cancel**.

Step 4: Define Data Collection Mapping

1. From **Output Table Columns** column, select from each drop box the column to map one of the columns selected from the source.

NOTE	
NOTE	• Each column you select under **Data Collection Columns** must be of type matching of its corresponding under **Output Table Columns**. • You cannot select the same column under **Output Table Columns** to map more than a column under **Data Collection Columns**.

2. To save the defined data collection and finish the wizard to save the defined data collection and finish the wizard, click **Save Process**.

NOTE	
NOTE	• You can go to the previous step by clicking **Back**. • You can exit the wizard by clicking **Cancel**.

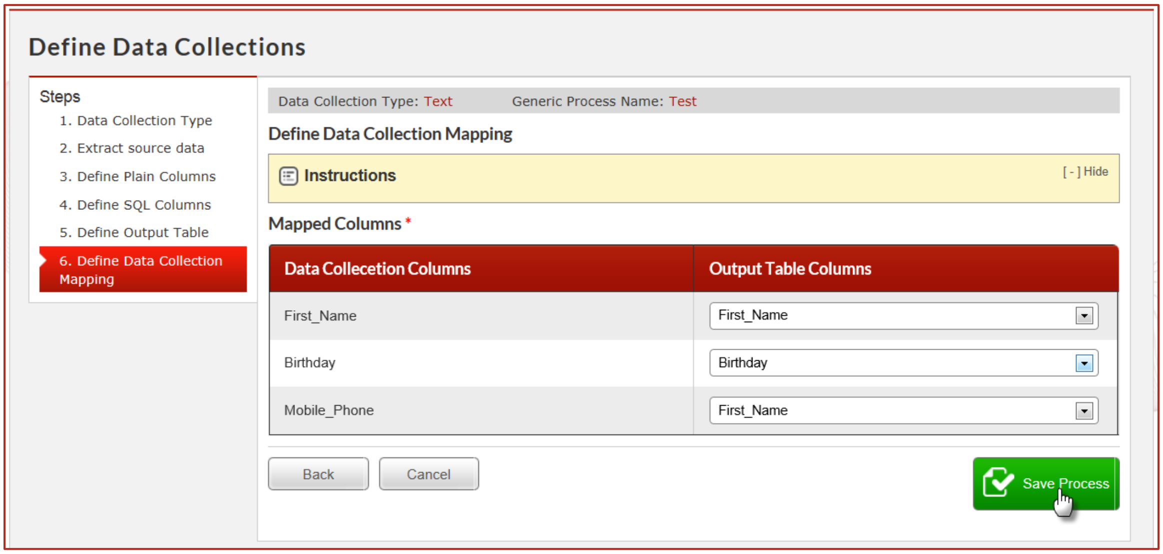

Figure 27: Define Data Collections - Define Data Collections Mapping for Database.

Deleting/Editing a Data Collection

To Edit a Data Collection, please proceed as follows:

1. Log On as an Administrator.
2. On the Home Page, click **Manage Data Collections** icon.

A page appears displaying a list of all the tool data collections (click here for more information about displaying data collections).

3. In **Data Collection Name** field, type the name of the data collection you want to search for.
4. Click **Search**.
5. A list of Data Collections matching the typed name appears.

5.1. To edit the data collection,

5.1.1. In the Data Collections list, in the **Actions** column, click **Edit** next to the one you want to edit.

5.1.2. For a Text/XML type Data Collection, Step 3 of **Define Data Collection wizard for Text/XML Type** appears.

5.1.3. For a Database type Data Collection, Step 2 of **Define Data Collection wizard for Database Type** appears.

NOTE	You cannot edit data collections that you didn’t create using Vodafone Capacity Management Tool.

5.2. To delete the data collection,

5.2.1. In the Data Collections list, in the **Actions** column, click **Delete** next to the one you want to delete.

5.2.2. On the pop-up confirmation dialogue, click **Confirm** to confirm the user deletion from the list.

5

MANAGING DATA COLLECTIONS SYSTEMS

The Manage Data Collections Systems module enables administrators to configure new Systems, Edit existing systems configurations and delete systems.

Displaying Data Collections Systems

To display list of Vodafone Capacity Management Tool Data Collections Systems, please proceed as follows:

1. Log On as an Administrator.
2. On the Home Page, click **Manage Data Collections Systems** icon.

A page appears displaying a list of all the tool data collections' systems.

NOTE	Atop the data collections' systems list, the tool displays the total number of rows in it.

3. Enter the number of rows you desire to display on the page and click the **Refresh** button.

NOTE	• The tool provides handy pagination features for large user sets (five or more pages). • You can jump within the many pages by clicking **First**, **Previous**, **Next**, **Last** or the page number below the list

Searching for a Data Collection System

1. Log On as an Administrator.
2. On the Home Page, click **Manage Data Collections Systems** icon.
3. In **System Name** text field, type the name you want to search.
4. Click **Search**.

A list of Data Collections' Systems matching the typed name appears.

NOTE	• The tool provides handy pagination features for large user sets (five or more pages). • You can jump within the many pages by clicking **First**, **Previous**, **Next**, **Last** or the page number below the list

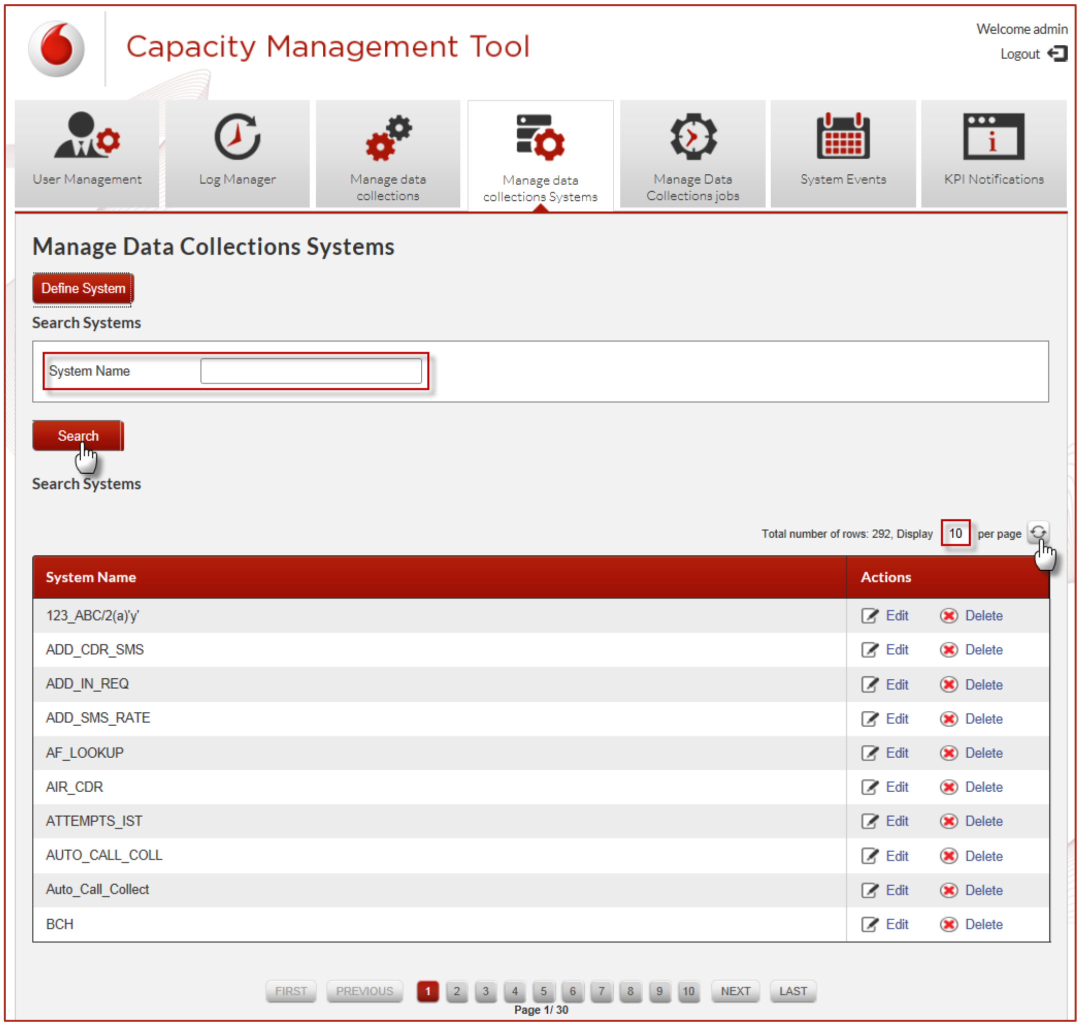

Figure 28: Display and Search Data Collections System

Defining a New Data Collection System

To Define a New Data Collection System, please proceed as follows:

1. Log On as an Administrator.
2. On the Home Page, click **Manage Data Collections Systems** icon.
3. Click **Define System**.

The new page **Define System** appears.

4. You can define a new system with at least one node or one input:
   4.1. To add a new node to the system, click **Create Node**.
   4.2. To add a new Input to the system, click **Create Input**.

NOTE	You can define a new system with at least one node or one input.

5. After creating the required node(s) and/or input(s), type the system name and Description.
6. To add the new system, click **Save**.

NOTE	The fields with asterisks (*) are mandatory to add a new User.

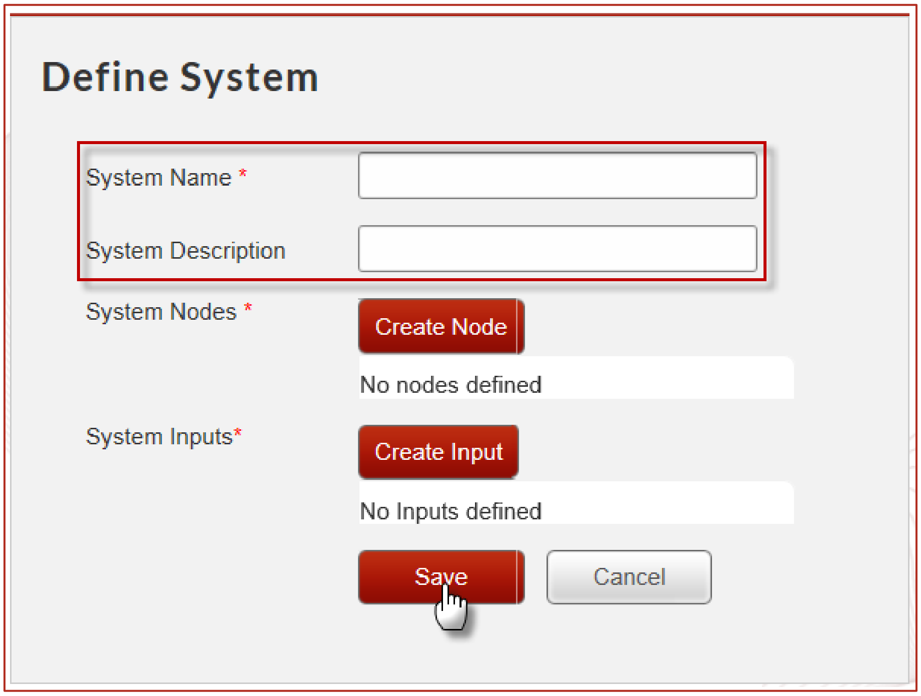

Figure 29: Define Data Collection System.

Create Node

To add a New Node to the System, please proceed as follows:

1. Click **Create Node**

A new window appears to create a new node.

2. To create a new input, click **Create Input**.

NOTE	You can define a new node with at least one input.

3. Type the Node name and description.
4. To add the new Input, click **Save**.

NOTE	The fields with asterisks (*) are mandatory to add a new Input.

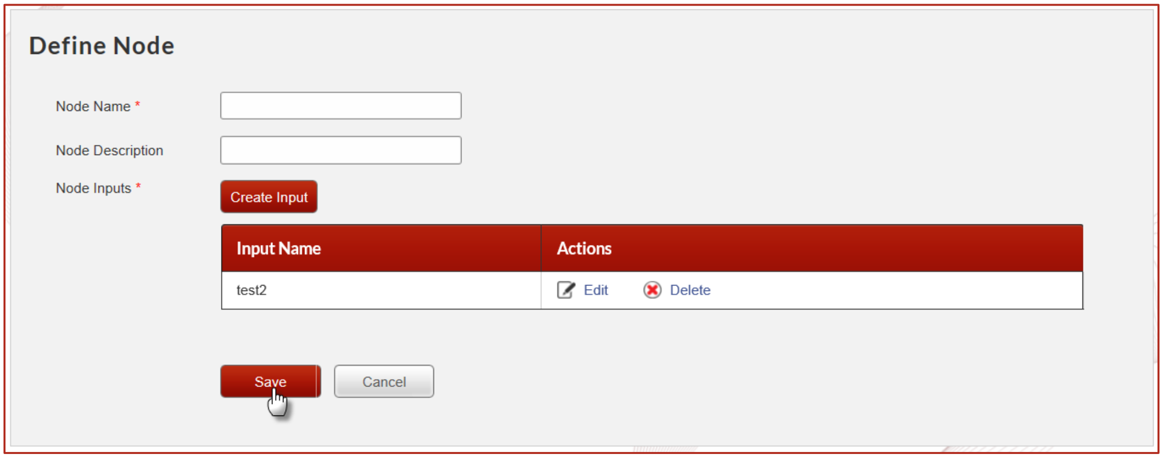

Figure 30: Create Node.

Create Input

To add a New Input to the System, please proceed as follows:

1. Click **Create Input**.

A new window appears to create a new node.

2. In **Input Name** text field, type the name.
3. From **Access Method** drop-down list, select the method.

NOTE	• The **Create Input** page is specific to the data collection type.
	• In **Access Method** drop-down list, the available options that change the wizard are:
	  • **DB_access** for Database specific input.
	  • All other methods for Text/XML/Excel specific input.

4. From **File Type** drop-down list, select the type.
5. In **Data Collection Process** text field, type the data collection name.

NOTE	When you type in **Data collection process** text field, the tool autocompletes your input with the available data collections for the current input.

6. To add the data collection to the Input, click **Add to List**.

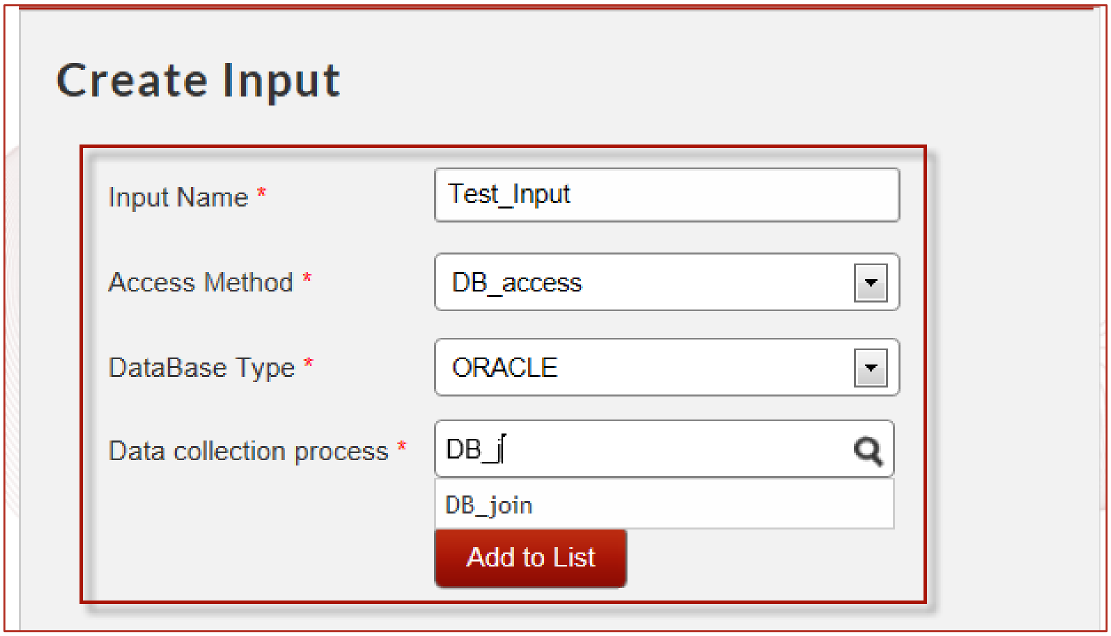

Figure 31: Create Input.

NOTE

- You can add only one data collection to the Input.
- To change the data collection you added to the Input:
    - Click **Delete** in the **Actions** column of the selected data collection.
    - The page refreshes without the previously selected data collection enabling you to search and add a new one.

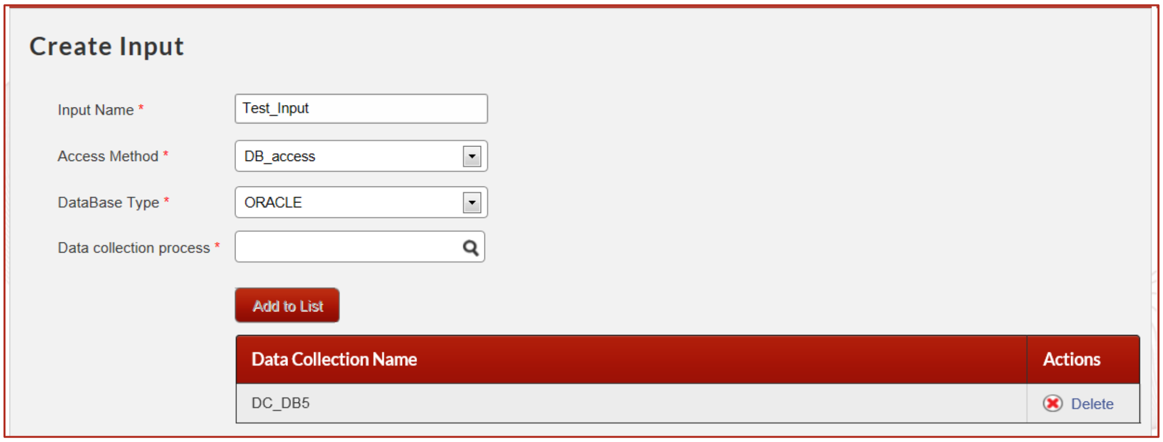

Figure 32: Data Collection Added to the Input.

7. Fill the required fields in the next web part, those fields are specific to the input method you select in step 4,
    7.1. Type the details of the database server the tool connects to for data collection.

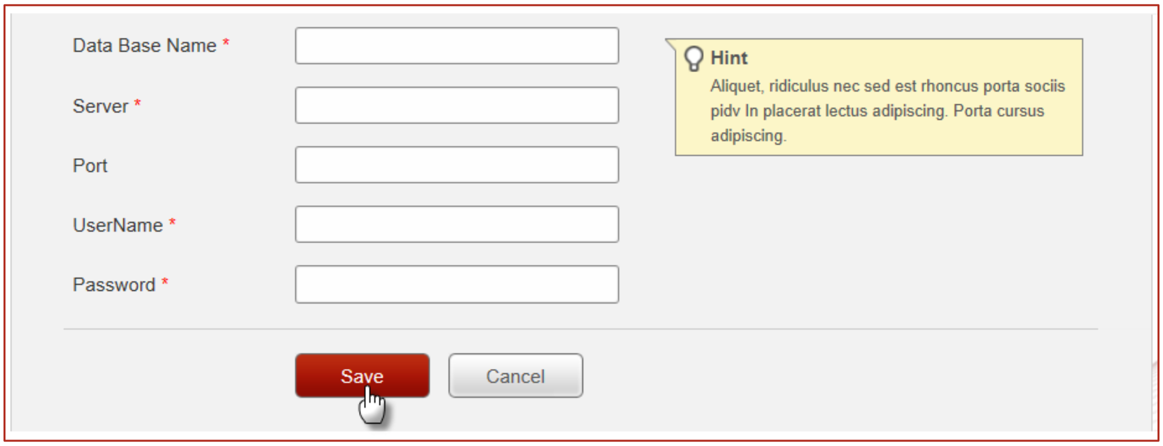

Figure 33: Create Input - Database Details.

Or

7.2. Type the details of the Text/XML/Excel data source.

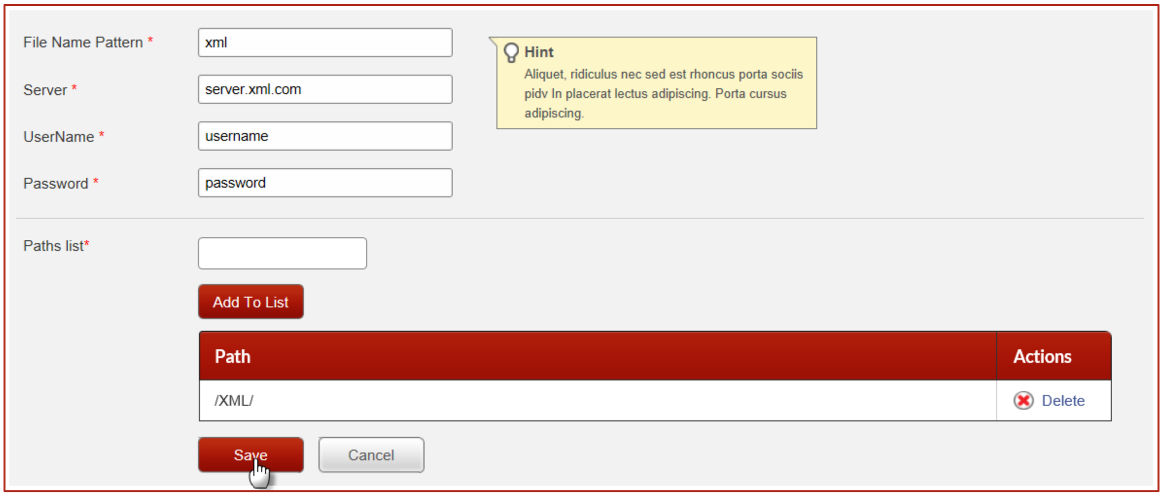

Figure 34: Create Input - Text/XML/Excel Data Source Details.

8. To add the new Input, click **Save**.

NOTE	The fields with asterisks (*) are mandatory to add a new Input.

Editing/Deleting a Data Collection System

To Edit/Delete a Data Collection System, please proceed as follows:

1. Log On as an Administrator.
2. On the Home Page, click **Manage Data Collections Systems** icon.
3. In **System Name** text field, type the name you want to search.
4. Click **Search**.
5. A list of Data Collection Systems matching the typed name appears.
   5.1. To delete the data collection system,
   5.1.1. In the Data Collections systems list, in the **Actions** column, click **Delete** next to the one you want to delete.
   5.2. To edit the data collection,
   5.2.1. In the Data Collections systems list, in the **Actions** column, click **Edit** next to the one you want to edit.
   5.2.2. You can create new nodes or inputs.
   5.2.3. You can edit/delete the existing nodes or inputs,
   5.2.3.1. To delete the node or input,
   5.2.3.1.1. In the Data Collections systems list, in the **Actions** column, click **Delete** next to the one you want to delete.

NOTE	Please remember that a system must have at least one node or one input.

5.2.3.2. To edit the node or input,
5.2.3.2.1. In the Data Collections systems list, in the **Actions** column, click **Edit** next to the node or input you want to edit.
5.2.4. To save changes, click **Save**.

NOTE	The fields with asterisks (*) are mandatory to add a new Input.

Edit/Delete a Node

To Edit/Delete a Node, please proceed as follows:

1. Select a system to edit.
2. Lists of the system nodes and/or inputs appear
   - ***2.1. To delete the node,***
     - 2.1.1. In the nodes list, in the **Actions** column, click **Delete** next to the one you want to delete.
   - ***2.2. To edit the node,***
     - 2.2.1. In the nodes systems list, in the **Actions** column, click **Edit** next to the one you want to edit.
     - 2.2.2. If you want, create a new node.
     - 2.2.3. You can edit/delete the existing inputs,
       - ***2.2.3.1. To delete the input,***
         - 2.2.3.1.1. In the nodes list, in the **Actions** column, click **Delete** next to the one you want to delete.

NOTE	Please remember that a node must have at least one input.

- ***2.2.3.2. To edit the input,***
  - 2.2.3.2.1. In the nodes list, in the **Actions** column, click **Edit** next to the input you want to edit.
- 2.2.4. If you want to change the Node name and description, type the new values.
- 2.2.5. To save changes, click **Save**.

NOTE	The fields with asterisks (*) are mandatory to add a new Input.

Edit/Delete an Input

You can Edit/Delete an input under a node or directly under a data collection system.

To Edit/Delete an Input, please proceed as follows:

1. Select a System or a node under a system to edit.
2. Lists of nodes and/or inputs appear

   2.1. To delete the input,

   2.1.1. In the nodes list, in the **Actions** column, click **Delete** next to the one you want to delete.

NOTE	• Please remember that a system must have at least one node or one input. • Please remember that a node must have at least one input.

   2.2. To edit the input,

   2.2.1. In the Data Collections systems list, in the **Actions** column, click **Edit** next to the one you want to edit.

   2.2.2. A new page appears with the Input details to edit.

NOTE	The fields of the Input are specific to access method. Please refer to Create Input section of this guide.

   2.2.3. To save changes, click **Save**.

NOTE	The fields with asterisks (*) are mandatory to add a new Input.

6

MANAGING DATA COLLECTIONS JOBS

The Manage Data Collections Jobs module enables administrators to configure new jobs, edit existing jobs, delete jobs and force running of jobs.

Displaying Data Collections Jobs

To display list of Vodafone Capacity Management Tool Data Collections Jobs, please proceed as follows:

1. Log On as an Administrator.
2. On the Home Page, click **Manage Data Collections Jobs** icon.

A page appears displaying a list of all the tool data collections' jobs.

NOTE	Atop the data collections' jobs list, the tool displays the total number of rows included.

3. Enter the number of rows you desire to display on the page and click the **Refresh** button.

NOTE	• The tool provides handy pagination features for large user sets (five or more pages). • You can jump within the many pages by clicking **First**, **Previous**, **Next**, **Last** or the page number below the list

Searching for a Data Collection Job

1. Log On as an Administrator.
2. On the Home Page, click **Manage Data Collections Jobs** icon.
3. In **Job Name** text field, type the name you want to search.
4. Click **Search**.

A list of Data Collections' Jobs matching the typed name appears.

NOTE	• The tool provides handy pagination features for large user sets (five or more pages). • You can jump within the many pages by clicking **First**, **Previous**, **Next**, **Last** or the page number below the list

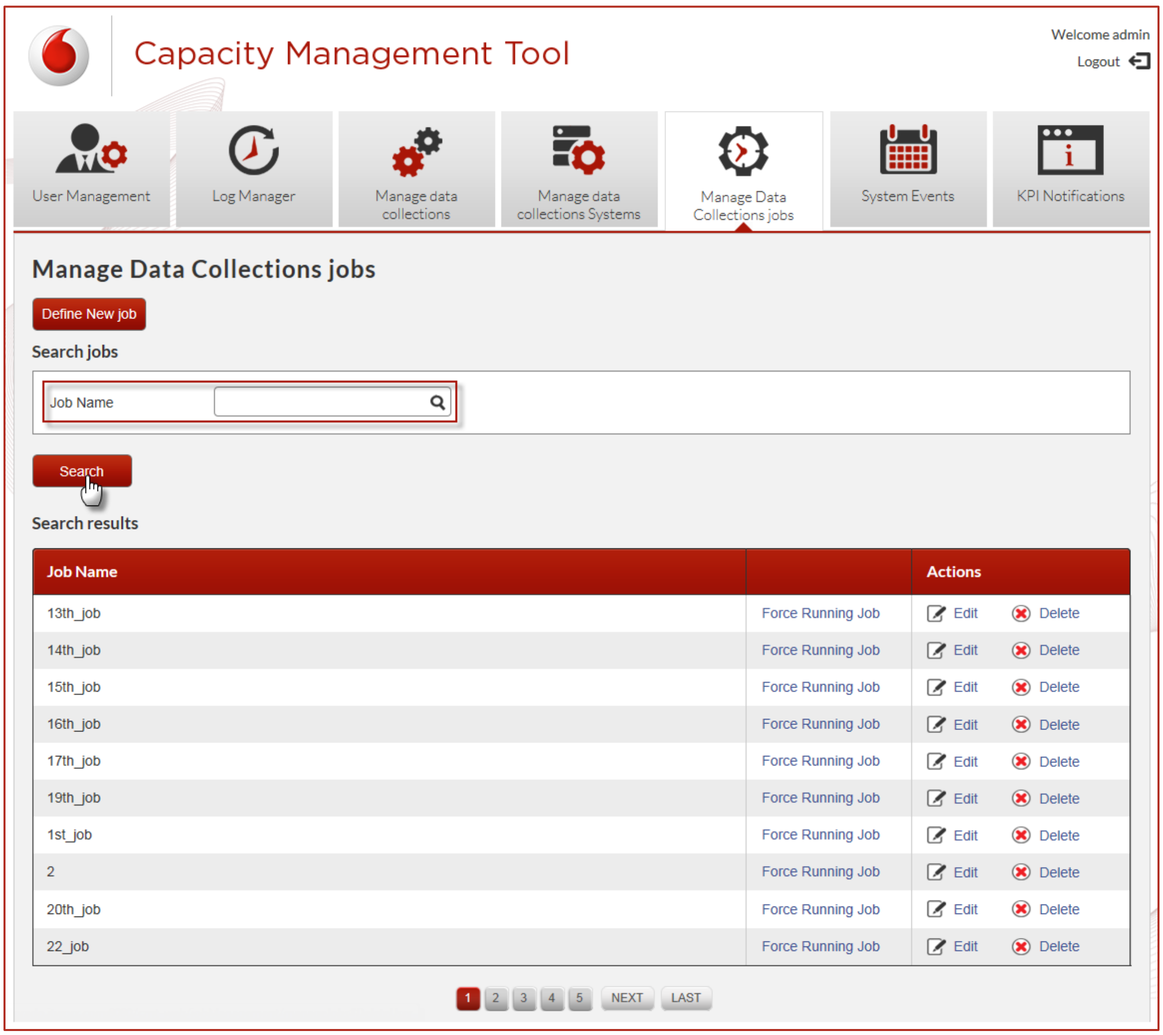

Figure 35: Display and Search Data Collection Job.

Defining a New Data Collection Job

To Define a New Data Collection Job, please proceed as follows:

1. Log On as an Administrator.
2. Click **Manage Data Collections Jobs** Icon on the Home Page.
3. Click **Define New Job**.
4. A new page appears with the entitled **Define New Job**.
5. Fill in the details of the new job.

NOTE	• The field **Retry Count** configures the tool with number of retries to execute the job in case of failure (Minimum value is 2). • The field **Retry Interval** configures the tool with the time (in minutes) between each retry and the next one.

6. To add the new job, click **Save**.

NOTE	The fields with asterisks (*) are mandatory to add a new Input.

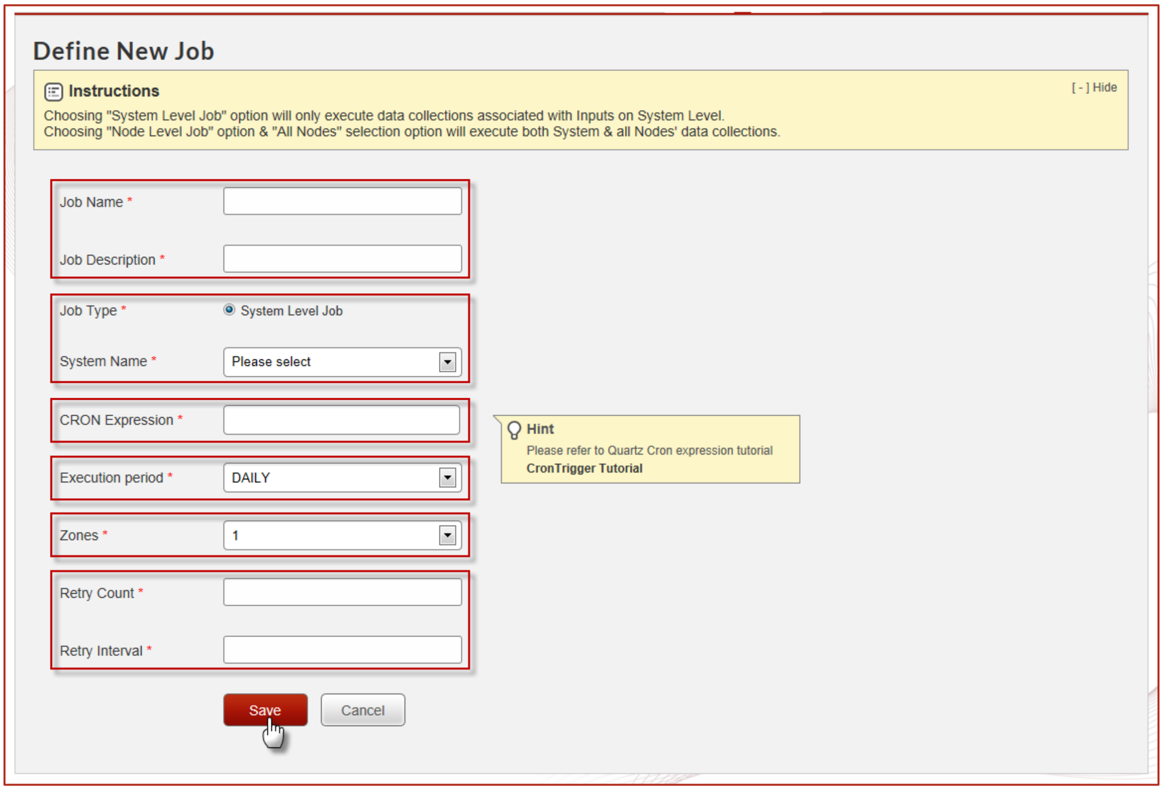

Figure 36: Define a New Data Collection Job.

Editing/Deleting a Data Collection Job

To Edit/Delete a Data Collection Job, please proceed as follows:

1. Log On as an Administrator.
2. Click **Manage Data Collections Jobs** Icon on the Home Page.
3. In **Job Name** text field, type the name you want to search.
4. Click **Search**.
5. A list of Data Collections' Jobs matching the typed name appears.

    5.1. To delete the job,

    5.1.1. In the Jobs list, in the **Actions** column, click **Delete** next to the one you want to delete.

    5.2. To edit the job,

    5.2.1. In the jobs list, in the **Actions** column, click **Edit** next to the one you want to edit.

    5.2.2. A new page appears entitled **Edit System** with the system details to edit.

NOTE	You can edit all the fields except **Job Name** and **Zone**.

5.2.3. To save the changes, click **Save**.

NOTE	The fields with asterisks (*) are mandatory to add a new job.

Force Running a Data Collection Job

To Force Run a Data Collection Job, please proceed as follows:

1. Log On as an Administrator.
2. Click **Manage Data Collections Jobs** Icon on the Home Page.
3. In **Job Name** text field, type the name you want to search.
4. Click **Search**.
5. Next to the data collection job you want to run, click **Force Running Job**.
6. The **Force Job Execution** page appears,

   6.1. If you set your **Job Execution Period** to daily,

- For the **From** field, use the calendar to set the start date.
- For the **To** field, use the calendar to select the end date.

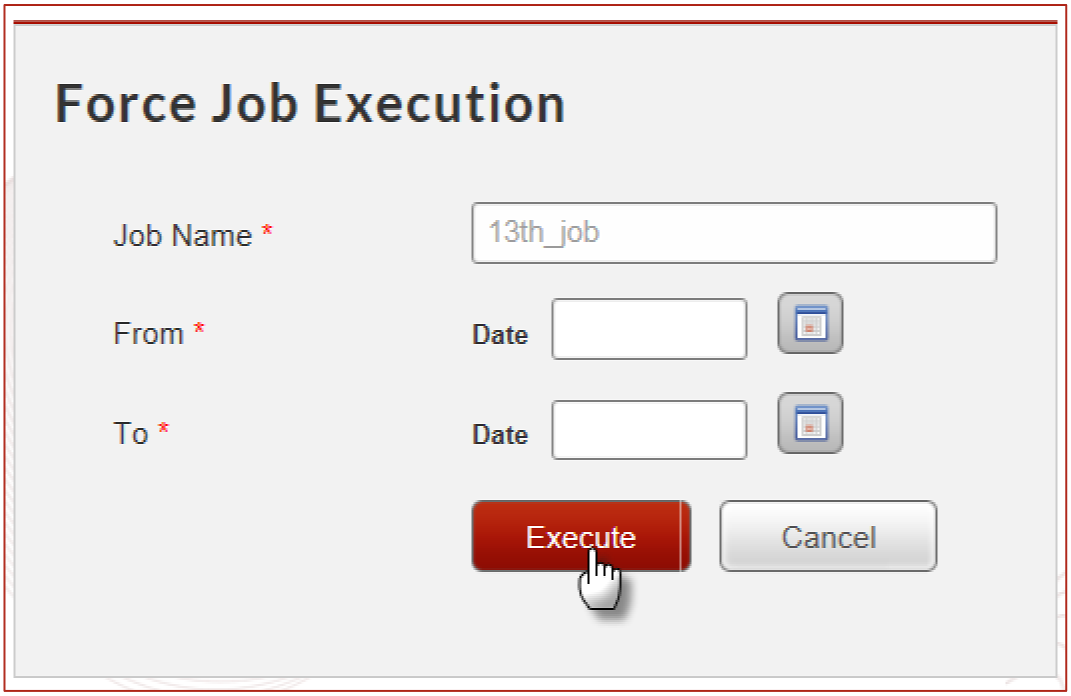

Figure 37: Force Running a Daily Data Collection Job.

   6.2. If you set your **Job Execution Period** to hourly,

- For the **From** field, use the calendar to set the start date.
- From the **Hour** drop-down list**,** select the start hour
- For the **To** field, use the calendar to select the end date.

- From the **Hour** drop-down list**,** select the end hour.

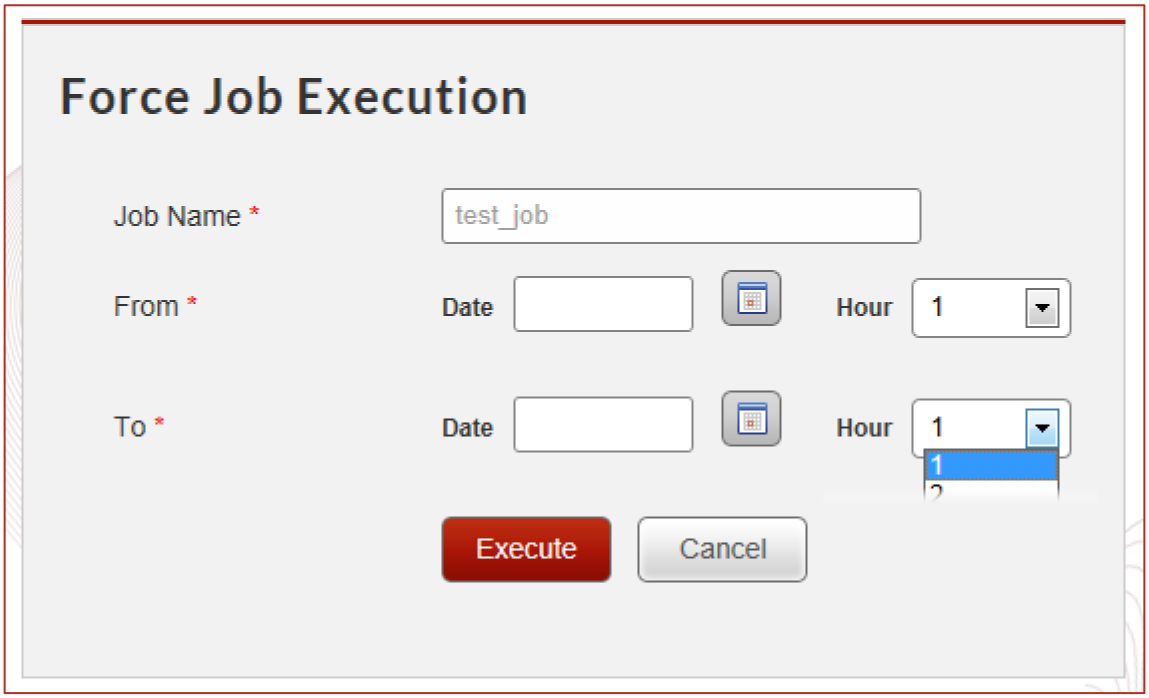

Figure 38: Force Running an Hourly Data Collection Job.

7. To force run the job, click **Execute**.

NOTE	The fields with asterisks (*) are mandatory to force run a job.

7

MANAGING SYSTEM EVENTS

The Manage Data Collections Jobs module enables administrators to add, edit, and delete events on the calendar for all the system users to note on extracting and analyzing data using Vodafone Capacity Management Tool. Administrators can also give the events priority levels.

Displaying System Events

To display events of a Vodafone Capacity Management Tool Data Collections System, please proceed as follows:

1. Log On as an Administrator.
2. On the Home Page, click **System Events** icon.

A page appears prompting you to search a system.

3. In **Select System** text field, type the name of the system you want to manage its events.
4. Press Enter, a new page appears with a calendar from which you can select a date to view its events for the selected system.

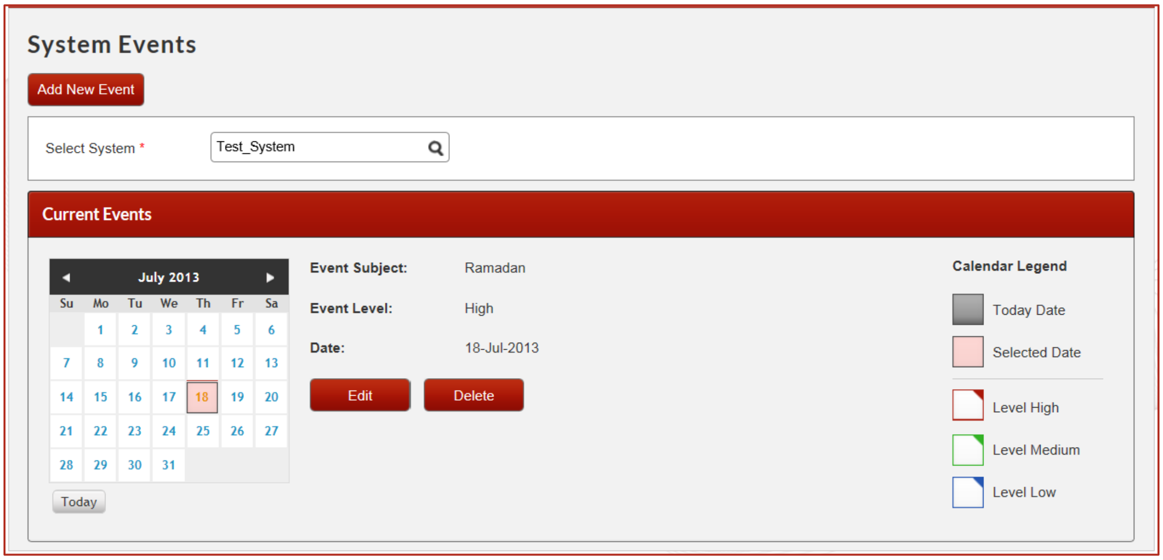

Figure 39: Display System Events.

Adding a New System Event

To add a New System Event, please proceed as follows:

1. Select a system to add events to.
2. Click **Add New** Event.

A new page appears with the details of the event to input.

3. In **Subject** text field, type the event subject.
4. From **Event Level** drop-down list, select the level.
5. Click on the button next to the **Date** field to select the event date.
6. To add the new event, click **Save**.

NOTE	The fields with asterisks (*) are mandatory to add a new Event.

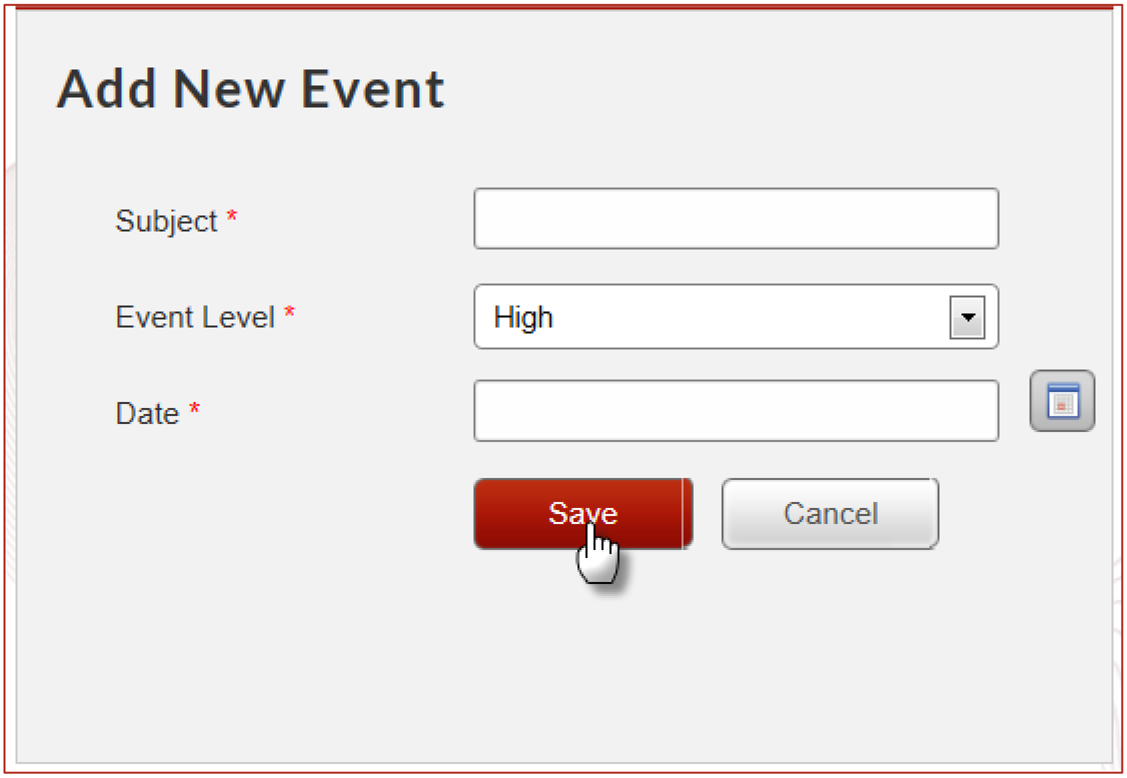

Figure 40: Add System Event.

Editing a System Event

To Edit a System Event, please proceed as follows:

1. Select a system to edit its events.
2. Select a date on the system calendar to view its event.
3. Click **Edit** below the displayed event details.

A new page appears with the details of the event to edit.

4. In **Subject** text field, type the event subject.
5. From **Event Level** drop-down list, select the level.

NOTE	You cannot edit the Event date.

6. To save changes, click **Save**.

NOTE	The fields with asterisks (*) are mandatory.

Figure 41: Edit a System Event.

Deleting a System Event

To Delete a System Event, please proceed as follows:

1. Select a system.
2. Select a date on the system calendar to view its event.
3. Click **Delete** below the displayed event details.
4. On the pop-up confirmation dialogue, click **Confirm** to confirm the event deletion.

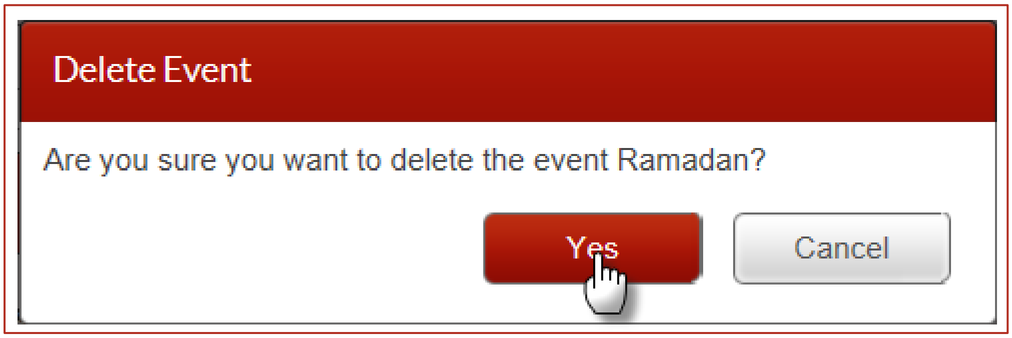

Figure 42: Confirm Deleting a System Event.

8

MANAGING KPI NOTIFICATIONS

The Manage KPI Notifications module enables administrators to configure the Thresholds & KPIs for each node per system, in addition to adding a notification list for each node per system.

Displaying System KPIs

To display KPIs of a Vodafone Capacity Management Tool Data Collections System, please proceed as follows:

1. Log On as an Administrator.
2. On the Home Page, click **KPI Notifications** icon.

A page appears prompting you to search a system.

3. In **System Name** text field, type the name.
4. From **Select Node** drop-down list, select one of the system nodes to view and manage its KPIs.
5. Click **Show Thresholds & KPIs**.

A list of the details of the KPIs appears.

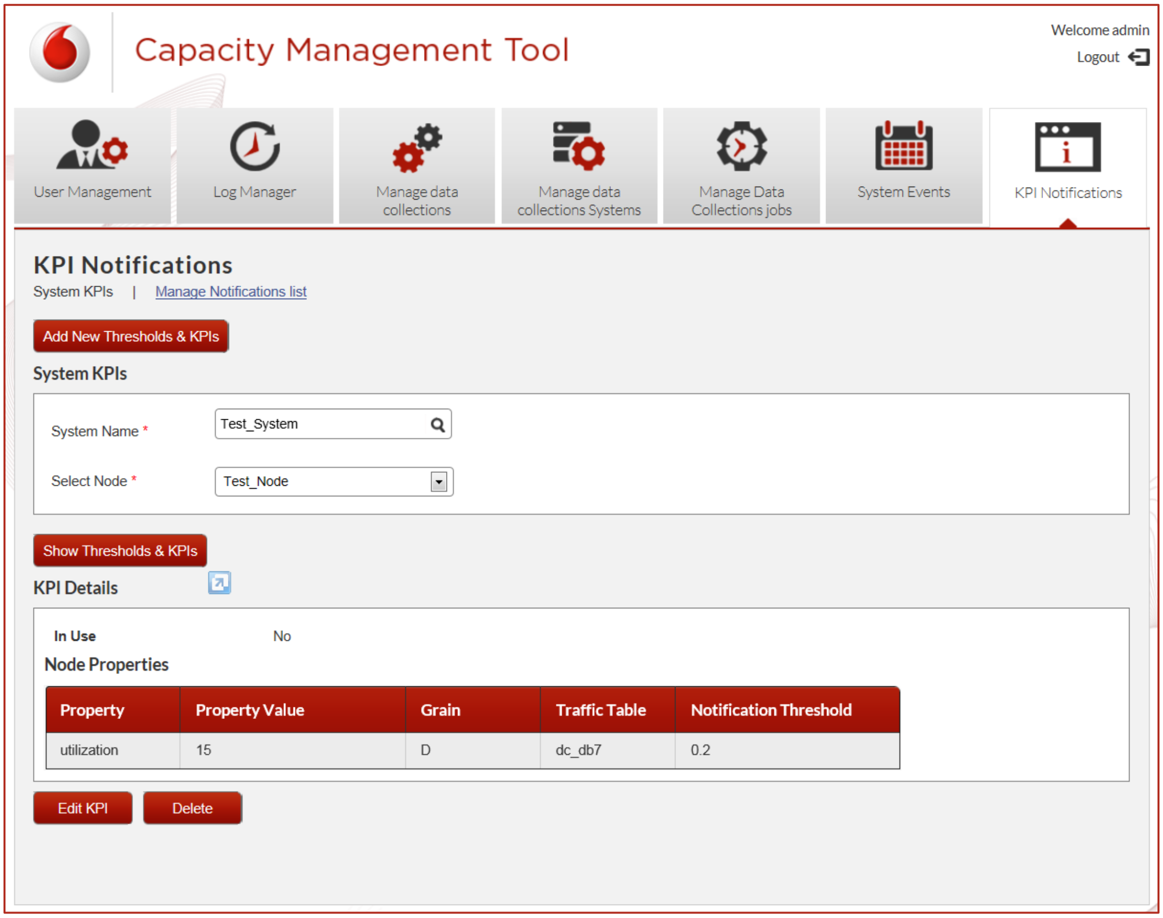

Figure 43: Display KPIs.

Adding System KPIs

To add a New System KPI, please proceed as follows:

1. Log On as an Administrator.
2. On the Home Page, click **KPI Notifications** icon.
3. Click **Add New Thresholds & KPIs**.
4. In **System Name** text field, type the name.
5. From **Select Node** drop-down list, select one of the system nodes to view and manage its KPIs.
6. In the web part **Node Properties** input the new KPI details.
7. Click **Add Node Property**.
8. The property parameters appear in a row that you can edit or delete by clicking **Delete** .
9. To save the KPI, click **Save**.

NOTE	The fields with asterisks (*) are mandatory.

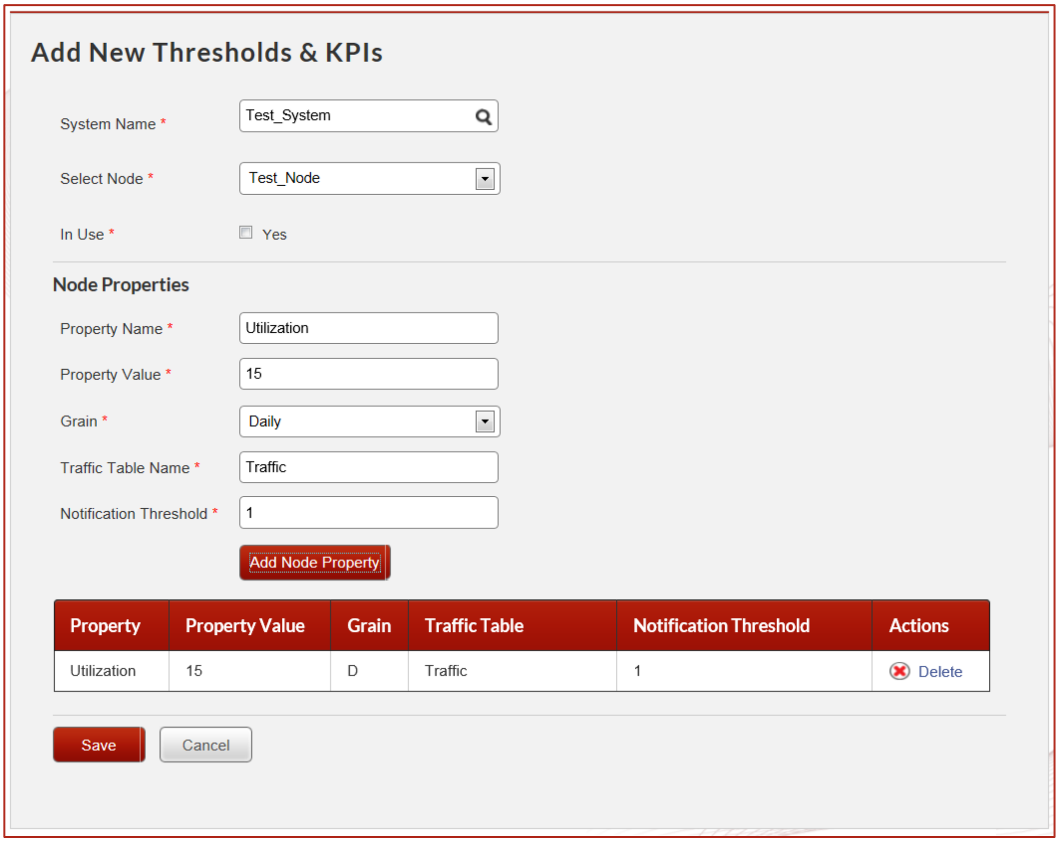

Figure 44: Add a KPI.

Editing/Deleting System KPIs

To Edit/Delete a System KPI, please proceed as follows:

1. Log On as an Administrator.
2. On the Home Page, click **KPI Notifications** icon.

A page appears prompting you to search a system.

3. In **System Name** text field, type the name.
4. From **Select Node** drop-down list, select one of the system nodes to view and manage its KPIs.
5. Click **Show Thresholds & KPIs**.
6. A list of the details of the KPIs appears for you to edit/delete.
   6.1. To delete a KPI,
      6.1.1. Click **Delete** below the KPI details to delete all the properties for the system node you select.
   6.2. To edit a KPI,
      6.2.1. Click **Edit** below the KPI details to edit or add new properties for the system node you select.

A new page appears entitled Edit Thresholds & KPIs.

6.2.1. Click any row of the existing properties to edit its details.
6.2.2. To delete from the KPI for the system node you select, click **Delete** next to the property details.
6.2.3. To add for the KPI for the system node you select, input the details of a property and click **Add Node Property**.

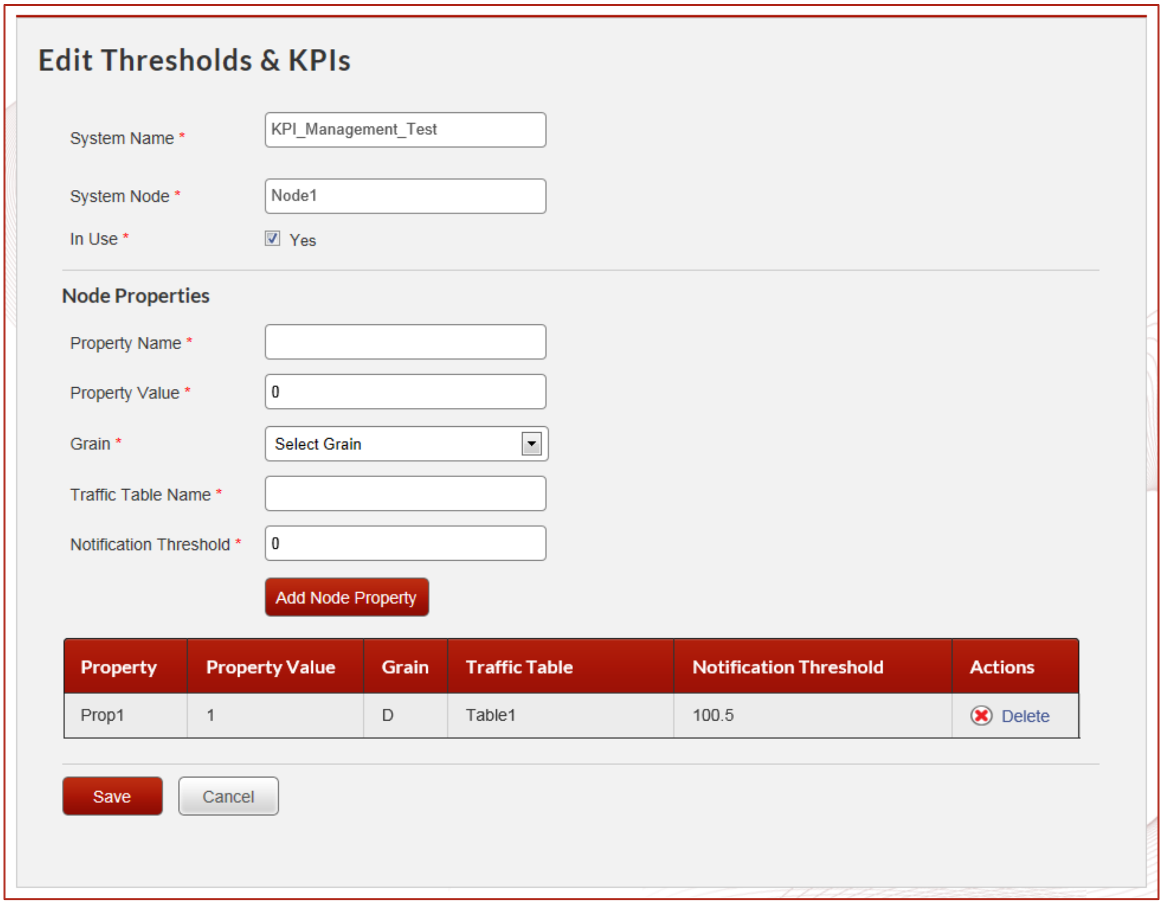

Figure 45: Edit a KPI.

7. To save changes, click **Save**.

NOTE	The fields with asterisks (*) are mandatory.

Managing System KPIs Notifications Lists

To display Manage KPIs Notifications Lists of a Vodafone Capacity Management Tool Data Collections Systems, please proceed as follows:

1. Log On as an Administrator.
2. On the Home Page, click **KPIs Notifications** icon.
3. Click **Manage Notifications List** hyperlink.

   Manage Notifications List page appears.

4. In **System Name** text field, type the name.
5. From **Select Node** drop-down list, select one of the system nodes to view and manage its KPIs.
6. Click **Manage Users List**.

A prompt to add a new user and a list of the users configured for the selected system appears.

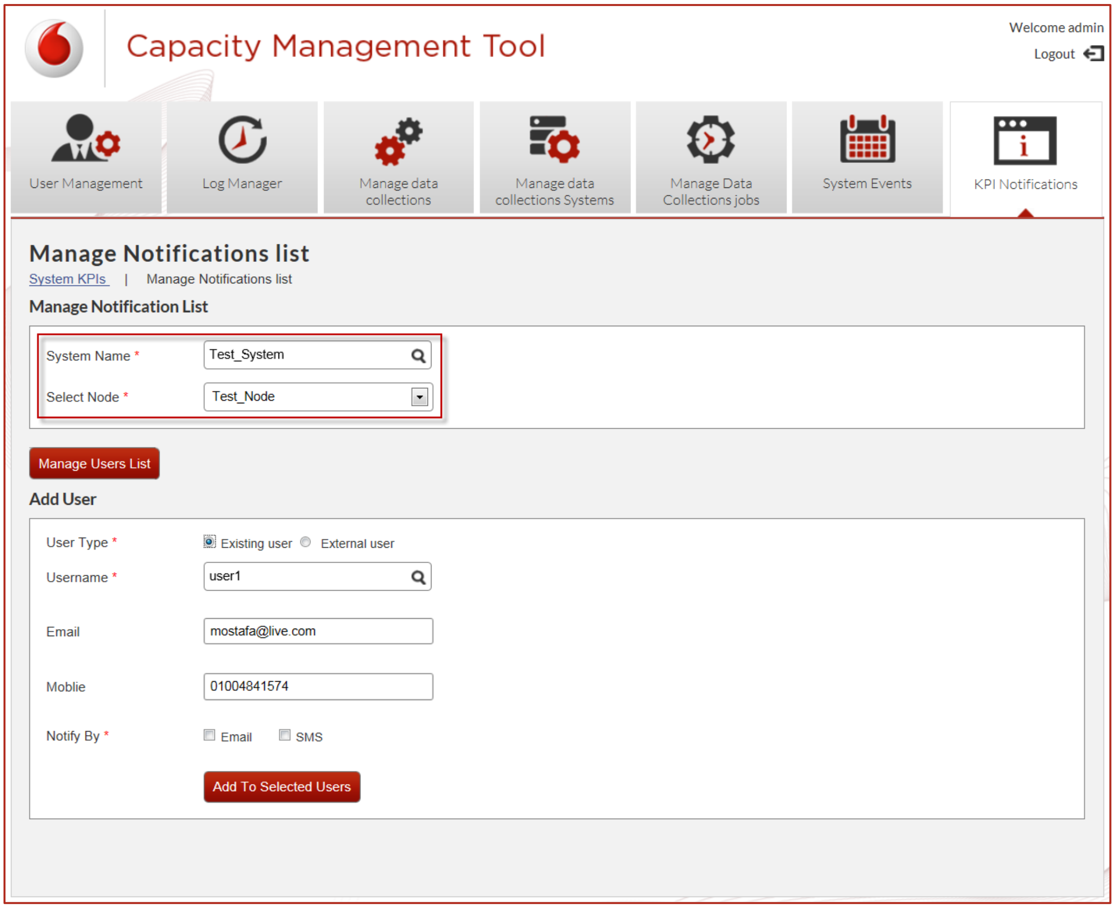

Figure 46: Manage KPI Notifications List.

Adding Users to KPIs Notifications List

To Add a User to a KPIs Notifications List, please proceed as follows:

1. In the **Add User** web part, enter the details of the user you want to add.
2. From **User Type** radio buttons, select the type.
3. In the **Username** text field, type the username,
   3.1. If you selected **Existing user**, the tool autocompletes the name,
      3.1.1. After Selecting the name, the tool retrieves the other **Email** and **Mobile** that you can edit or not.

   Or

   3.2. If you selected **External user**,
      3.2.1. In **Username** field, type the name.
      3.2.2. In **Email** and **Mobile** fields, type the values.
4. From **Notify By**, select **Email** or **SMS** check boxes or both.

NOTE	The fields with asterisks (*) are mandatory to add a user.

5. Click **Add to Selected** Users.

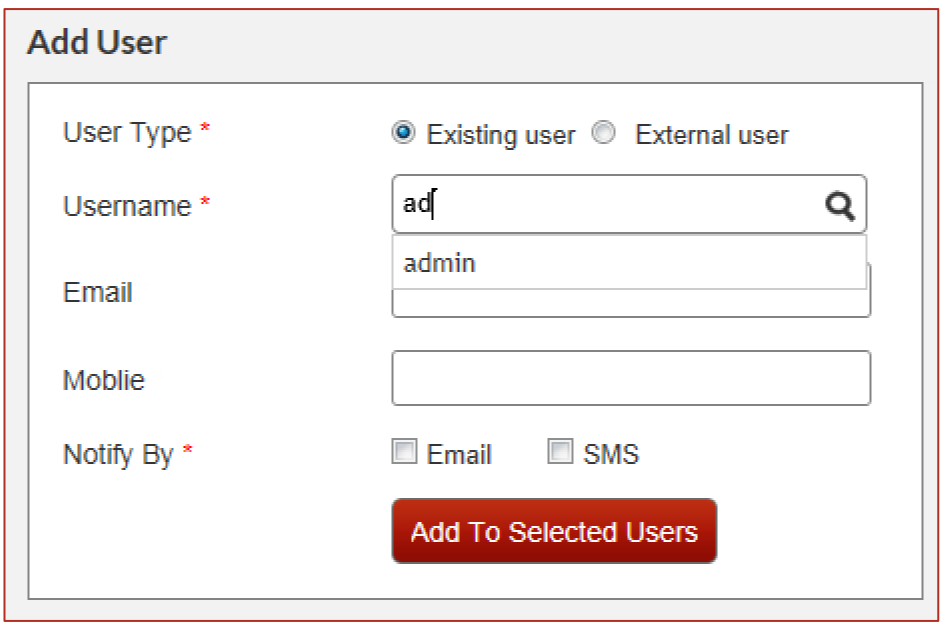

Figure 47: Add user to a KPIs Notifications List.

Editing a User from a KPIs Notifications List

To Edit a User from a KPIs Notifications List, please proceed as follows:

In the users list, in the **Actions** column, click **Edit** next to the one you want to edit.

6. Edit the desired fields of the User details.

NOTE	The fields with asterisks (*) are mandatory to edit a user.

7. To save the changes, click **Edit User**.

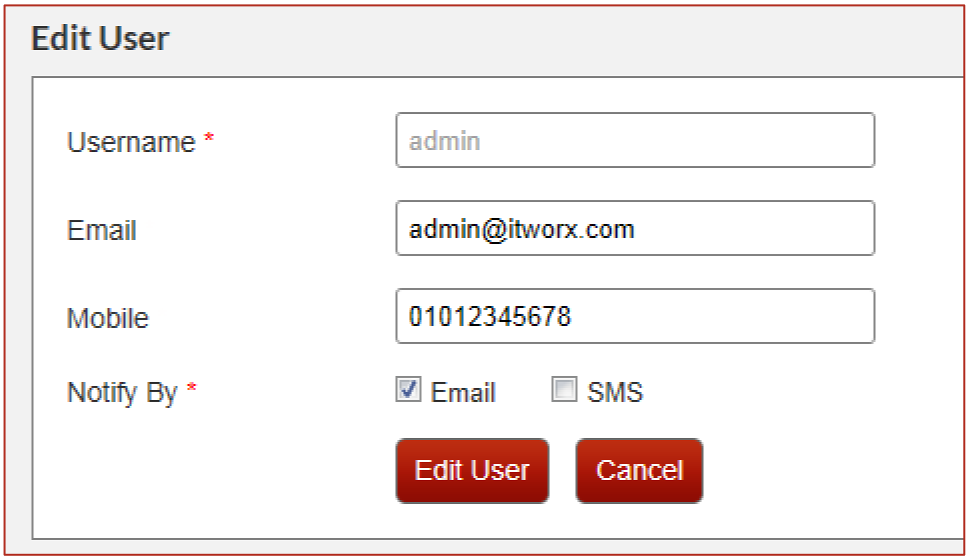

Figure 48: Edit user from a KPIs Notifications List.

Deleting a User from a KPIs Notifications List

To delete a user from a KPIs Notifications List, please proceed as follows:

1. In the users list, in the **Actions** column, click **Delete** next to the one you want to delete.
2. To delete multiple users,
   2.1. Select the check box next to each desired user in the **Selected users'** list.
   2.2. Click **Delete Selected** above the **Selected Users'** list.

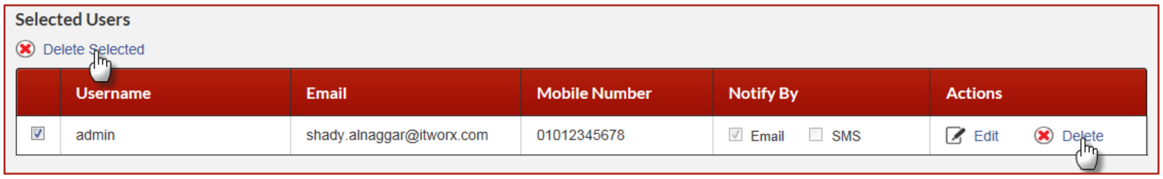

Figure 49: Delete a user from a Log Notifications List.

3. Click **Confirm** within the confirmation message that appears to confirm the user(s) deletion from the list.

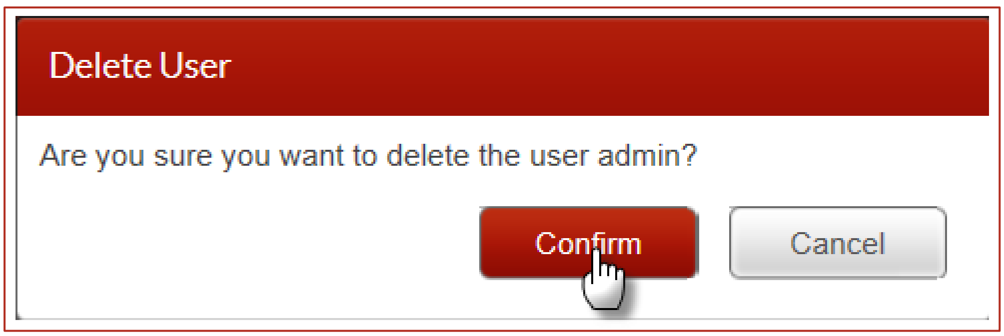

Figure 50: Confirm deleting a user from a List of KPIs Notifications.

List of Figures