



# AEM Guides Expert Session: Reports

March 31, 2023



## [AEM Guides]

<https://experienceleague.adobe.com/docs/experience-manager-guides-learn/tutorials/knowledge-base/expert-session/expert-session.html?lang=en>

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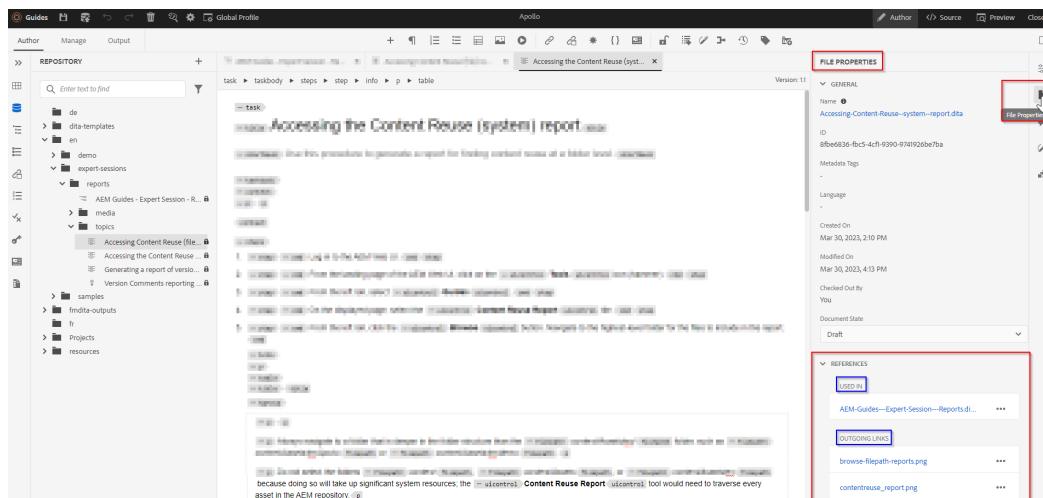
# Chapter 1 Available Reports

## Accessing Content Reuse (file) report

Use this procedure to generate a report for finding content reuse at a file level.

1. Log in to the AEM Web UI.
2. From the landing page of the AEM Web UI, click on the **Guides** icon. This will launch the web-editor.
3. Click on the repository panel and browse to the folder having the file/topic you want to edit.
4. Double click the topic/file so as to open that file in the web-editor view
5. Once the file is open, click on the **File Properties** panel in the right pane
6. Under that, expand the **References** section

### File Properties



7. You can check the **Used In** or **Outgoing Links** to check the backward and forward references of the current file/topic

## Accessing the Content Reuse (system) report

Use this procedure to generate a report for finding content reuse at a folder level.

1. Log in to the AEM Web UI.



## AVAILABLE REPORTS

2. From the landing page of the AEM Web UI, click on the **Tools** icon (hammer).
3. From the left rail, select **Guides**.
4. On the displayed page, select the **Content Reuse Report** tile.
5. From the left rail, click the **Browse** button. Navigate to the highest-level folder for the files to include in the report.

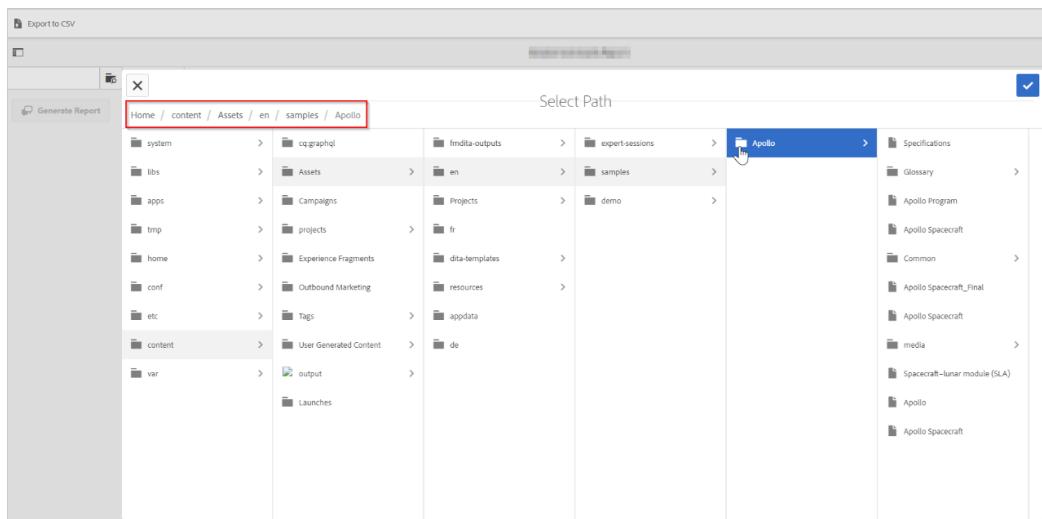
Always navigate to a folder that is deeper in the folder structure than the `content/Assets/en/` folder, such as `content/Assets/en/Apollo` or `content/Assets/en/demo`.

Do not select the folders `content`, `content/Assets`, or `content/Assets/en` because doing so will take up significant system resources; the **Content Reuse Report** tool would need to traverse every asset in the AEM repository.

The navigation path begins with `content/Assets`, for example: `content/Assets/en/Apollo`.

You must select folders in the navigation path. Folders are represented with a folder icon, as shown in the following figure.

### Browse to folder - example



6. When you have selected the highest-level folder, click the check mark icon in the top right of the **Select Path** modal.
7. In the left rail, click **Generate Report**.  
The report is generated and is displayed in the AEM Web UI. It can take up to several minutes to display results, depending on the number of subfolders. If prompted, click **Wait** in the Page Unresponsive message box.

### Comments report - example

The screenshot shows a report titled "Content Reuse Report" with the following details:

**Report Summary**

- Average Content Reuse: 30%
- Total Topic Count: 308
- Content Reuse Instances: 94
- Most Reused Topics: Lunar Module

**Details**

Title	URI	Size	Status	Number of times reused	Referenced by
Lunar Module	GUID-bcf5fa44-1082-49b5-151f-a9fb05038ab7-en	1558	Draft	3	Apollo Spacecraft(GUID-4540d4123-bdec-4049-9c27-8750d3109601-en), Apollo Spacecraft_Final(GUID-7604d569-f11-443a-bf96-c09c229bf7d8-en), Apollo Spacecraft(GUID-d5060b401-91d6-48b8-81c0-ec506e7-en), Apollo Spacecraft(GUID-7b73f4a3-52de-4499-9a65-b4c1eb81258-en)
Command Module	GUID-2b265fe1-f6ed-4485-b42d-8598e559428b-en	831	Draft	3	Apollo Spacecraft(GUID-4540d4123-bdec-4049-9c27-8750d3109601-en), Apollo Spacecraft_Final(GUID-7604d569-f11-443a-bf96-c09c229bf7d8-en), Apollo Spacecraft(GUID-d5060b401-91d6-48b8-81c0-ec506e7-en), Apollo Spacecraft(GUID-7b73f4a3-52de-4499-9a65-b4c1eb81258-en)
Install as a New Installation	GUID-43e5b1ef-ac63-4eb4-888e-0fc8323999	2988	Draft	1	Installation Scenarios for Existing Customers(GUID-a7552774-134e-4321-8f67-0479a30c045), Installation Scenario for New Customers(GUID-f6c3e705-40a4-47a0-8b91-0ee9998655)
Prepare for Installation	GUID-7902f2a5-e44d-4ede-a631-0e768b057f3	6259	Draft	2	Installation Scenarios for Existing Customers(GUID-a7552774-134e-4321-8f67-0479a30c045), Installation Scenario for New Customers(GUID-f6c3e705-40a4-47a0-8b91-0ee9998655), Installation on a Different Operating System(GUID-8f016852-4694-4e3f-af63-d1d446910212)
Create a Backup File	GUID-77f3442-09c9-49b0-9275-bf4685d7d6	9724	Draft	2	Installation Scenarios for Existing Customers(GUID-a7552774-134e-4321-8f67-0479a30c045), Installation on a Different Operating System(GUID-8f016852-4694-4e3f-af63-d1d446910212), Change from Your Current Operating System to a Different Operating System(GUID-d492d3f7-b6d5-471e-a29b-6dd6dc0b73ae)
Install with a Backup File	GUID-5d49440-c0f-4629-9501-5f3701e4a402	722	Draft	1	Installation Scenarios for Existing Customers(GUID-a7552774-134e-4321-8f67-0479a30c045), Change from Your Current Operating System to a Different Operating System(GUID-d492d3f7-b6d5-471e-a29b-6dd6dc0b73ae)

## Exporting results to a CSV file

The following steps are optional. If you would like to, for example, distribute the report to team members or filter the results in Excel, you can export the results to a CSV file.

- If you want to export the results to a CSV file, click **Export to CSV**. The resulting file is saved to your default download folder with filename *ContentReuseReport.csv*.
- Open the downloaded file in Excel.

## Broken links (in file) report

Use this information to access a report for finding broken links in a content.

## Broken links in a file/topic

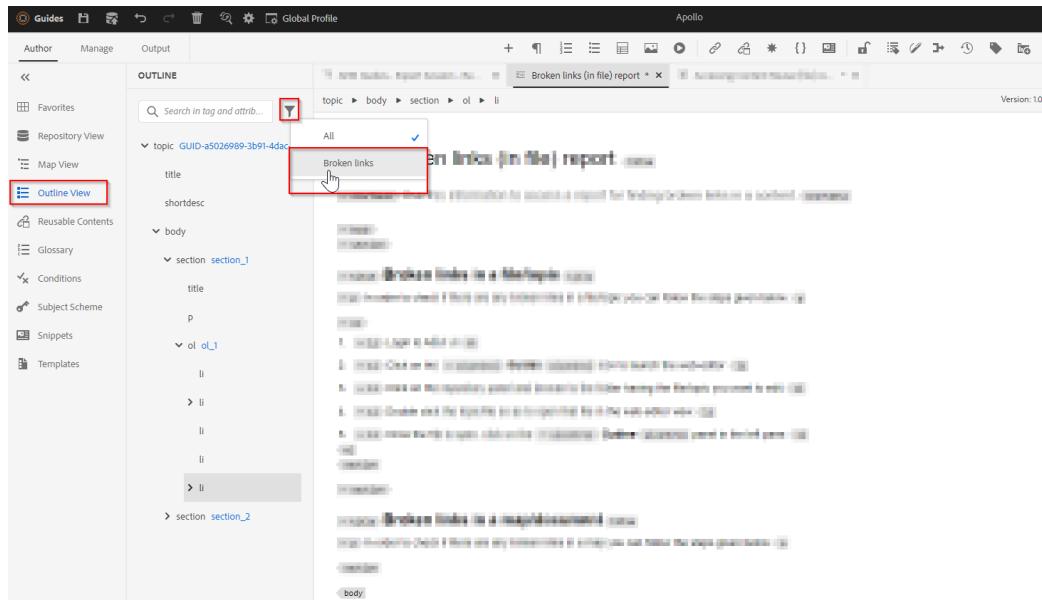
In order to check if there are any broken links in a file/topic you can follow the steps given below:

- Login to AEM UI
- Click on the **Guides** icon to launch the web-editor.
- Click on the repository panel and browse to the folder having the file/topic you want to edit.
- Double click the topic/file so as to open that file in the web-editor view.
- Once the file is open, click on the **Outline** panel in the left pane.

## Broken links in a topic/file



## AVAILABLE REPORTS



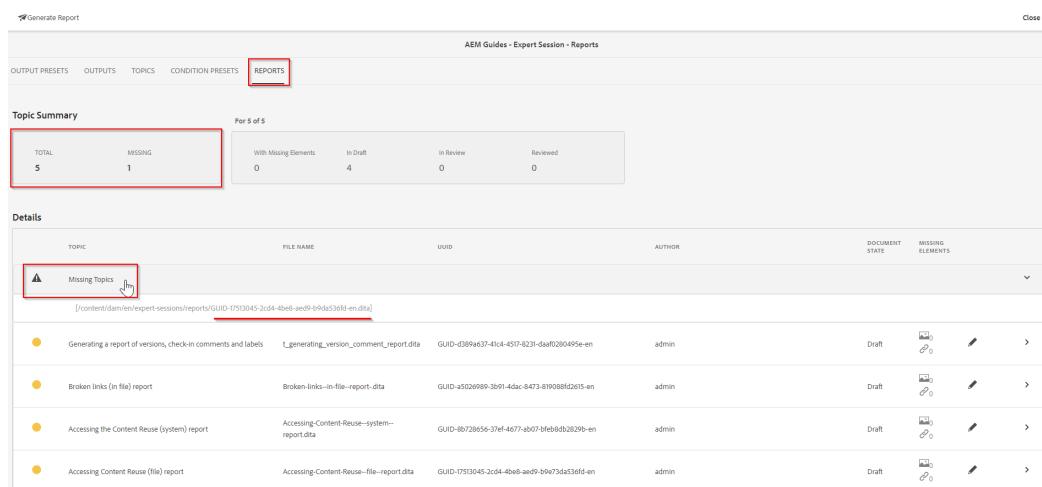
6. Here you will see a list of all broken links in the topic, which you can use to take an action.

## Broken links in a map/document

In order to check if there are any broken links in a map you can follow the steps given below:

1. Login to AEM UI
2. Click on the **Guides** icon to launch the web-editor
3. Click on the repository panel and browse to the folder having the map you want to edit.
4. Double click the map so as to open that map in the web-editor view.
5. Click on options of the map and click on **Map Dashboard**
6. Map dashboard UI will open on a new browser tab, under which click on the **Topics** tab.

## Broken links in a map



# Chapter 2 Extended Reports

## Generating schema validation error report

Use this procedure to generate a report of all files that have a validation error, for files in a folder and its subfolders

Before you can generate the report for erroneous files or files with schema validation errors, you need to ensure within AEM, you have AEM ACS commons tools installed, if not follow the steps given below:

1. Download the [See "Adobe AEM Commons" on page 10](#) package compatible to your AEM version.
2. Open AEM package manager /crx/packmgr
3. Upload the AEM ACS commons package and install it.
4. On successful installation follow the steps given below to generate the report for validation issues.

ACS Commons is not a Adobe developed product. And it is one of the options to quickly create reports. You may choose to create custom utility for these reports

1. Browse to Reports interface of ACS Commons, **Home > Tools > AEM ACS Commons > Reports**
2. In the top section, Add “Title” in text box and click **Add Report**, once the page refreshes, click on **Edit** for the new report.
3. On the edit report page:
  1. Add new configuration, choose “JCR Query Report configuration” and then edit the settings to add below query  
SELECT \* FROM [nt:base] AS s WHERE ISDESCENDANTNODE([add-your-contentpath-here]) and [jcr:content/fmErrors] IS NOT NULL  
And add page size as per requirement

### Manage schema validation error report



## EXTENDED REPORTS

DITA Validation Errors

**Configuration**

Query  
SELECT \* FROM [nt:base] AS s WHERE ISDESCENDANTNODE([/content/dam/en]) AND [jcr:content/fmErrors] IS NOT NULL

Query Language  
JCR-SQL2

Page Size  
1000

Drag components here

Search Parameters

Drag components here

**Result Columns**

Heading  
Path

Include Link?  
true

Heading  
Error

Property  
jcr:content/fmErrors

2. Add following two result columns
  1. “ACS Commons Report Build Path Column” => add Heading: “Path” and select “Include Link?”
  2. “ACS Commons Report Build Text Column” => add Heading: “Error” and Property: “jcr:content/fmErrors”
4. Preview or download the report as CSV to see all topics that had errors for given content path.

### Preview schema validation error report

DITA Validation Errors

All Results

**Execute Report** **Download Report**

#	PATH	ERROR
1	/content/dam/en/samples/apollo/Apollo-Program.dita	NTFS ADS separator ('.') in file name is forbidden. The element type "p" must be terminated by the matching end-tag" "
2	/content/dam/en/demo/Demo-topic/topic-err.dita	

## Generating files pending post-processing

Use this procedure to generate a report of all files that are not post processed yet

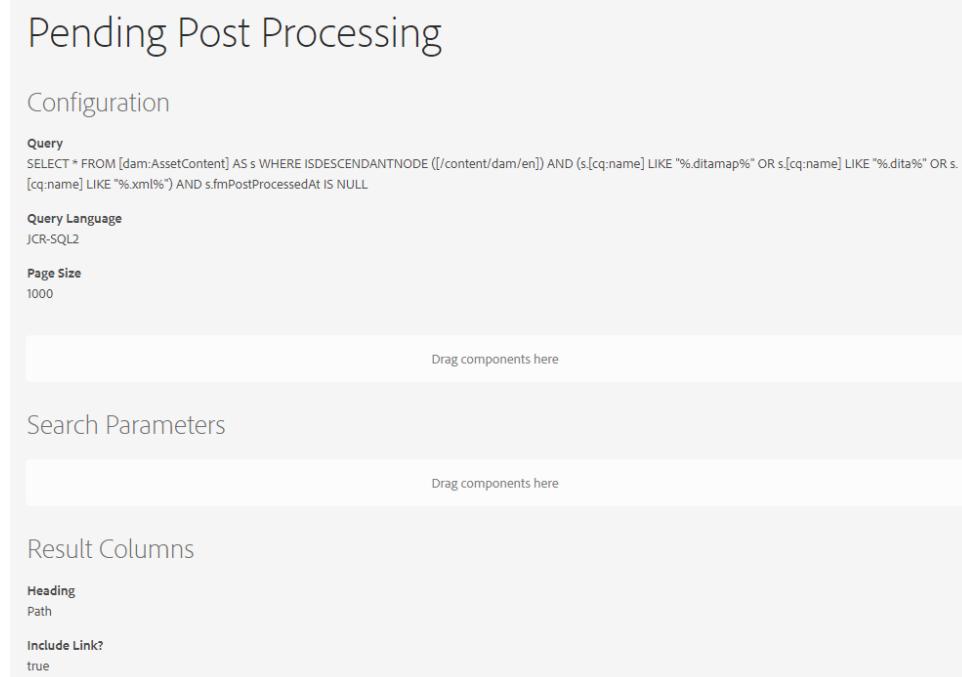
Before you can generate the report for files that are not post processed, you need to ensure within AEM, you have AEM ACS commons tools installed, if not follow the steps given below:

1. Download the [See "Adobe AEM Commons" on page 10](#) package compatible to your AEM version.
2. Open AEM package manager /crx/packmgr
3. Upload the AEM ACS commons package and install it.
4. On successful installation follow the steps given below to generate the report for files pending post-processing.

ACS Commons is not a Adobe developed product. And it is one of the options to quickly create reports. You may choose to create custom utility for these reports

1. Browse to Reports interface of ACS Commons, **Home > Tools > AEM ACS Commons > Reports**
2. In the top section, Add “Title” in text box and click **Add Report**, once the page refreshes, click on **Edit** for the new report.
3. On the edit report page:
  1. Add *new configuration*, choose “JCR Query Report configuration” and then edit the settings to add below query  
`SELECT * FROM [dam:AssetContent] AS s WHERE ISDESCENDANTNODE ([/content/dam/en]) AND (s.[cq:name] LIKE "%ditamap%" OR s.[cq:name] LIKE "%dita%" OR s.[cq:name] LIKE "%xml%") AND s.fmPostProcessedAt IS NULL`  
 And add page size as per requirement

## Manage files pending post-processing report



The screenshot shows the 'Pending Post Processing' configuration interface. It includes sections for Configuration, Query, Query Language, Page Size, Search Parameters, and Result Columns. The 'Query' section contains a complex SQL-like query. The 'Result Columns' section lists 'Heading' and 'Path' under 'Heading'. There are also sections for 'Drag components here' and 'Search Parameters' with a 'Drag components here' placeholder.

2. Add following result column



## EXTENDED REPORTS

1. “ACS Commons Report Build Path Column” => add Heading: “Path” and select “Include Link?”
4. Preview or download the report as CSV to check the results for given content path.

### Preview files pending post-processing report

The screenshot shows a web interface titled "Pending Post Processing". At the top, there is a navigation bar with the text "Adobe Experience Manager/ ACS AEM Commons / Reports/ Pending Post Processing". Below the title, there is a button labeled "All Results". Underneath, there are two buttons: "Execute Report" and "Download Report", with "Download Report" being highlighted by a red box. The main area displays a table titled "Results 1 - 2" with two rows. The columns are labeled "# PATH". The first row contains "# 1 /content/dam/en/demo/Demo-topic/demo-topic-pr1.dita/jcr:content" and the second row contains "# 2 /content/dam/en/demo/Demo-topic/demo-topic-pr2.dita/jcr:content".

#	PATH
1	/content/dam/en/demo/Demo-topic/demo-topic-pr1.dita/jcr:content
2	/content/dam/en/demo/Demo-topic/demo-topic-pr2.dita/jcr:content

## Asset Reports

AEM Assets provides an enterprise level reporting framework that scales for large repositories through an intuitive user experience.

AEM Asset Reports can be accessed by browsing to **Tools > Assets > Reports**

You can create different types of reports from this interface

More details are given in this short video: [Assets Reports overview](#)



# Chapter 3 Customized Reports

## Generating a report of versions, check-in comments and labels

Use this procedure to generate a report of versions, check-in comments, and labels for the current files in a folder and its subfolders.

1. Log in to the AEM Web UI.
2. From the landing page of the AEM Web UI, click on the **Tools** icon (hammer).
3. From the left rail, select **Guides**.
4. On the displayed page, select the **Version Comments** tile.
5. From the left rail, click the **Browse** button. Navigate to the highest-level folder for the files to include in the report.

Always navigate to a folder that is deeper in the folder structure than the /content/Assets/en/folder, such as content/Assets/en/Apollo or content/Assets/en/demo.

Do not select the folders content,/content/Assets, or content/Assets/en because doing so will take up significant system resources; the **Version Comments** tool would need to traverse every asset in the AEM repository.

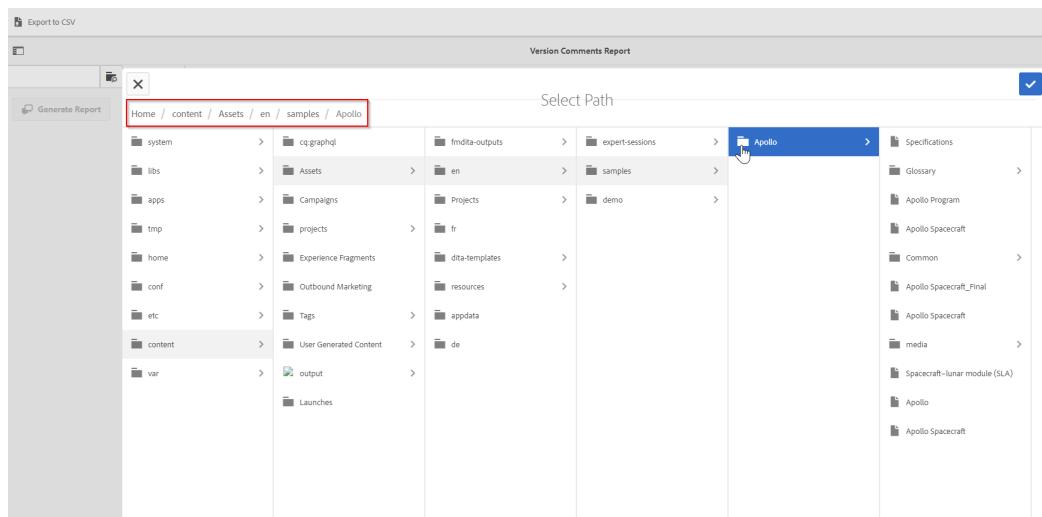
The navigation path begins with content/Assets, for example: /content/Assets/en/Apollo.

You must select folders in the navigation path. Folders are represented with a folder icon, as shown in the following figure.

### Browse to folder - example



## CUSTOMIZED REPORTS



6. When you have selected the highest-level folder, click the check mark icon in the top right of the **Select Path** modal.

7. In the left rail, click **Generate Report**.

The report is generated and is displayed in the AEM Web UI. It can take up to several minutes to display results, depending on the number of subfolders. If prompted, click **Wait** in the Page Unresponsive message box.

### Comments report - example

Version Comments Report			
Details		Comment	Labels
	Title	UUID	Version
	Launch escape tower	1.0	
	Boost protective cover	1.0	
	Q-ball cover	1.0	
	Glossaries	1.0	
	Nose cone and Q-ball	1.0	
	Tower jettison motor	11	ready for release!

#### Exporting results to a CSV file

The following steps are optional. If you would like to, for example, distribute the report to team members or filter the results in Excel, you can export the results to a CSV file.

8. If you want to export the results to a CSV file, click **Export to CSV**.

The resulting file is saved to your default download folder with filename *ContentVersionCommentsReport.csv*.

9. Open the downloaded file in Excel.

10. To filter results by one of the columns, do the following:

1. Expand the columns to make them readable.

2. Select the first row by clicking on the **1** in the margin to the left of the headings File Title, File Path and so on. Select the **Data** menu and then the **Filter** button.

Drop-down arrows appear for the cells in the first row.

3. Click the drop-down arrow to the right of the heading that corresponds to the column you want to use to filter the report. Deselect the entries for results you want to hide in the filtered output. You should deselect **Blanks**.

## Excel filter

A	B	C	D	E
File Title	File Path	Current Version	Current Version Comment	Current Version Label
1 Launch escape tower	/content/dam/en/samples/apollo/glossary/Launch-escape-tower.dita			
2 Boost protective cover	/content/dam/en/samples/apollo/glossary/Boost-protective-cover.dita			
3 O-ball cover	/content/dam/en/samples/apollo/glossary/O-ball-cover.dita			
5 Glossaries	/content/dam/en/samples/apollo/glossary/Glossaries.ditamap			
6 Nose cone and Q-ball	/content/dam/en/samples/apollo/glossary/Nose-cone-and-Q-ball.dita			
7 Tower jettison motor	/content/dam/en/samples/apollo/glossary/Tower-jettison-motor.dita			
8 Adapter	/content/dam/en/samples/apollo/glossary/Adapter.dita			
9 Canard assembly and pitch motor	/content/dam/en/samples/apollo/glossary/Canard-assembly-and-pitch-motor.dita			
10 Launch escape motor	/content/dam/en/samples/apollo/glossary/Launch-escape-motor.dita			
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The spreadsheet view is updated according to the filter selections to show the required row entries.





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