



# IT Management Dashboard

## Overview

The Property Accountability module IT Management Dashboard process provides the ability to view and track the usage, compliance, and expenditures of software licenses. The Dashboard is a reporting and analytical tool used to manage the software and assets. It provides the ability to view summary data for assets, licenses, and software. The information is summed and rolled from the Accountable Unit Identification Code (ACTBL UIC) level to an Agency level.

### Note



The ELMS account must have Accountable, Site, or Agency level inquiry access to view the IT Management Dashboard.

## Navigation

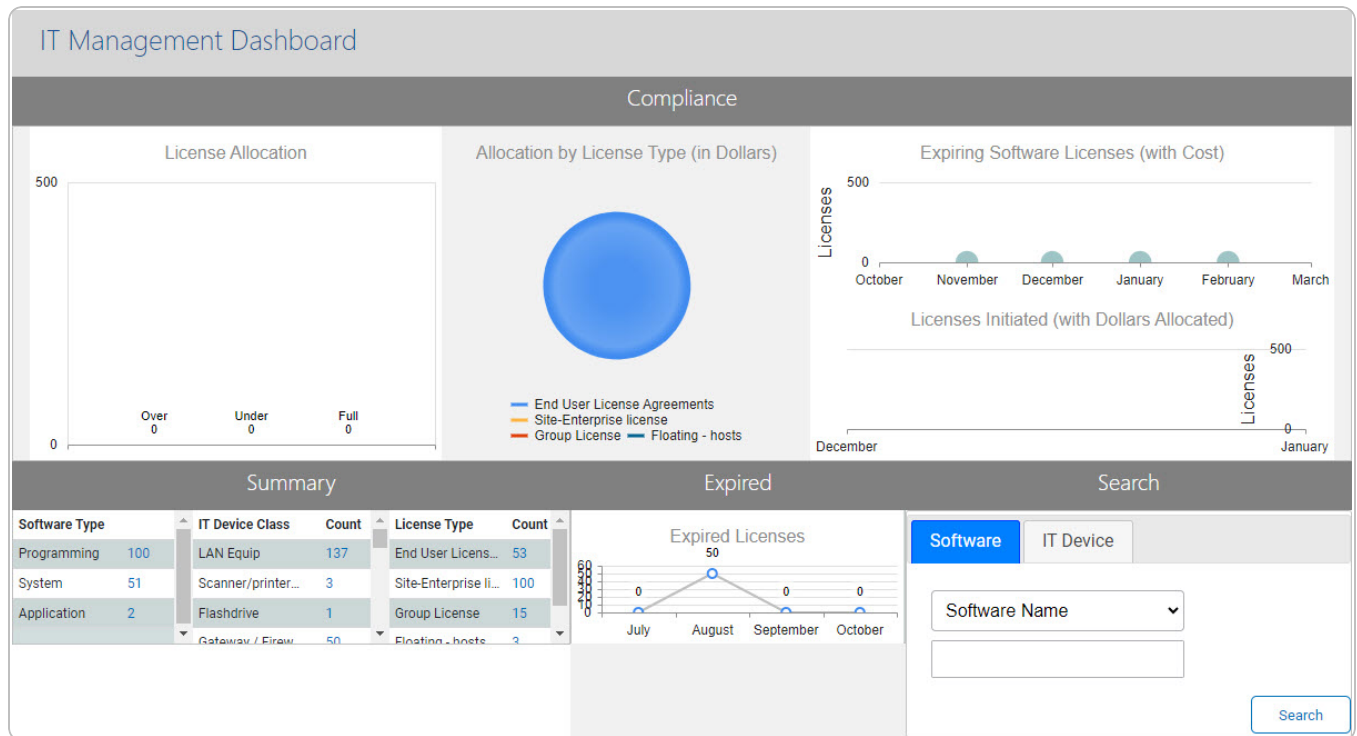
Asset Management > IT Management > IT Management Dashboard page





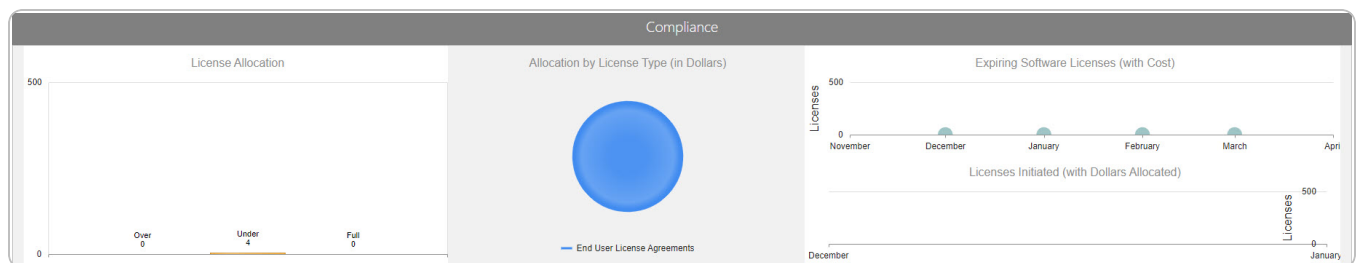
## Procedures

### IT Management Dashboard



There are four sections of the Dashboard:

### Compliance

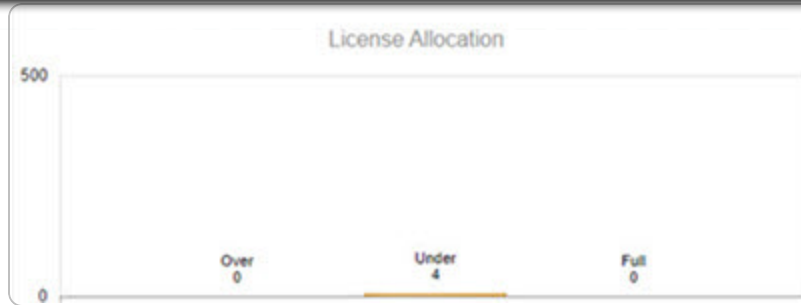


1. Compliance consists of:

#### A. License Allocation

A Bar graph, comparing the software licenses associated with the asset to the software license quantity assigned to the IT devices.





### B. Allocation by License Type (in Dollars)

A 3D Pie graph, showing the total license amount (in dollars).



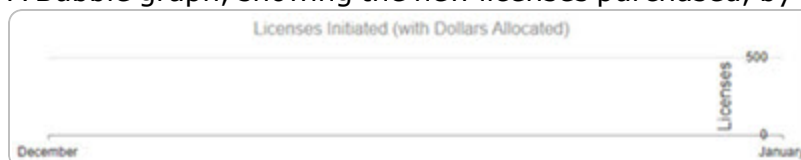
### C. Expiring Licenses (with Cost)

A Bubble graph, showing the cost of expiring licenses, by month.



### D. Licenses Initiated (with Dollars Allocated)

A Bubble graph, showing the new licenses purchased, by month.





### Summary

#### Note



Clicking the Count hyperlink next to the listed item brings up the Results list for that item.

- Summary consists of:

Summary					
Software Type		IT Device Class		License Type	
Programming	<a href="#">100</a>	LAN Equip	<a href="#">137</a>	End User Licens...	<a href="#">53</a>
System	<a href="#">51</a>	Scanner/printer...	<a href="#">3</a>	Site-Enterprise li...	<a href="#">100</a>
Application	<a href="#">2</a>	Flashdrive	<a href="#">1</a>	Group License	<a href="#">15</a>
		Gateway / Firew...	<a href="#">50</a>	Floating - hosts	<a href="#">3</a>

#### A. Software Type

A Grid showing the amount of each kind of software.

Software Type	
Programming	<a href="#">100</a>
System	<a href="#">51</a>
Application	<a href="#">2</a>

#### B. IT Device Class

A Grid showing the amount of each kind of IT asset.

IT Device Class	
LAN Equip	<a href="#">137</a>
Scanner/printer...	<a href="#">3</a>
Flashdrive	<a href="#">1</a>
Gateway / Firew...	<a href="#">50</a>

#### C. License Type

A Grid showing the amount of each kind of License.

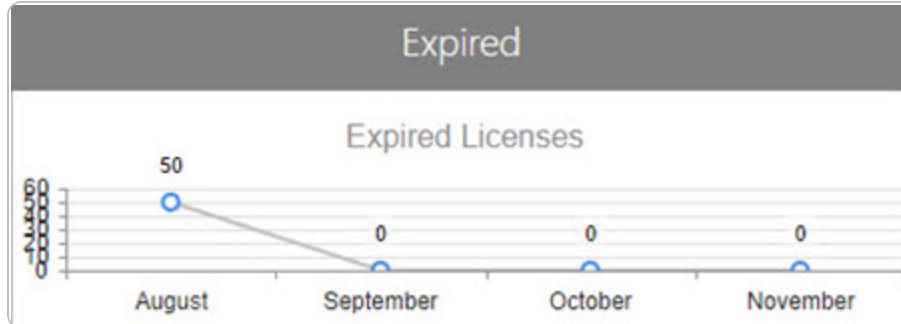
License Type	
End User Licens...	<a href="#">53</a>
Site-Enterprise li...	<a href="#">100</a>
Group License	<a href="#">15</a>





### Expired

A Line graph showing expired licenses within the past 4 months.



### Search

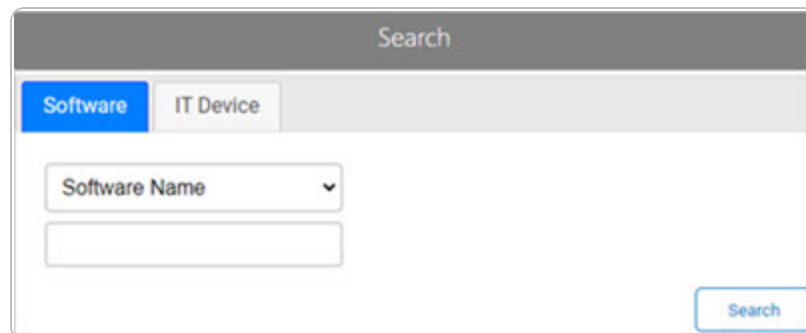
1. Search consists of:

#### A. Software

- a. Software consists of:

##### I. Software Name

Enter the Software Name in the field provided. *This is a 100 alphanumeric character field.*



The search interface has a title bar 'Search'. Below it are two tabs: 'Software' (selected) and 'IT Device'. Under the 'Software' tab, there is a dropdown menu labeled 'Software Name' with a downward arrow. Below the dropdown is a text input field. At the bottom right is a 'Search' button.

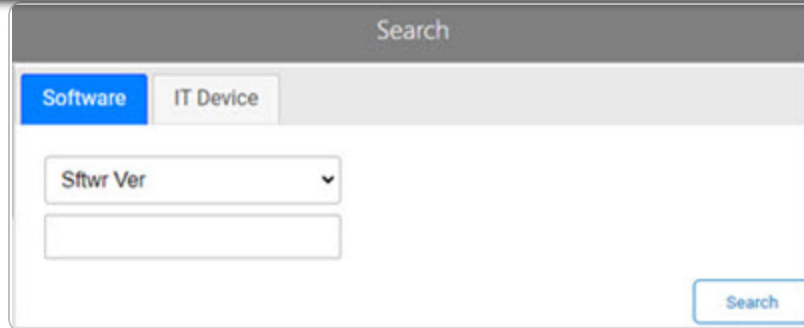
##### II. Software Version

Enter the Software Version in the field provided. *This is a 100 alphanumeric character field.*





## Help Reference Guide



Search

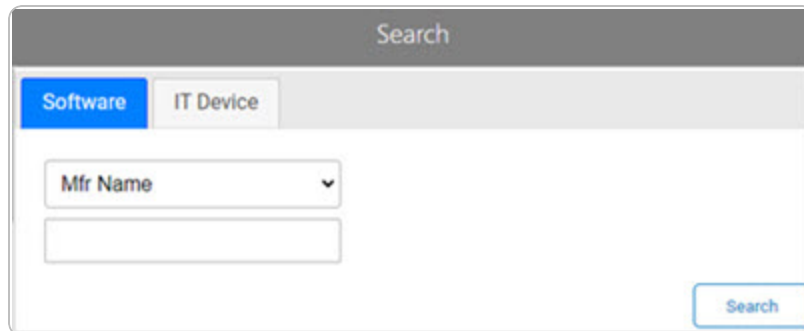
Software IT Device

Sftwr Ver

Search

### III. Manufacturer Name

Enter the Manufacturer Name in the field provided. *This is a 36 alphanumeric character field.*




Search

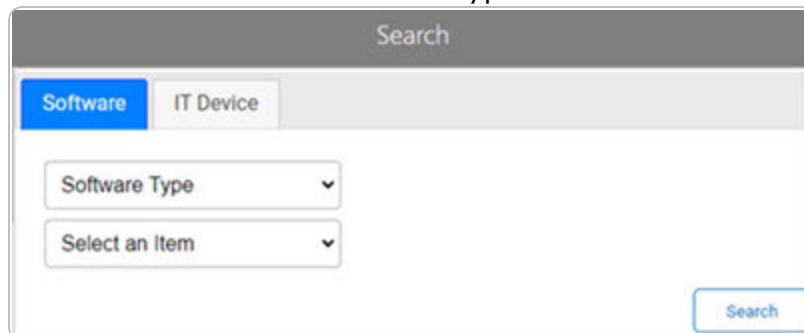
Software IT Device

Mfr Name

Search

### IV. Software Type

Use  to select the Software Type.



Search

Software IT Device

Software Type

Select an Item

Search

- b. Select . *The Software Search Results grid appears.*



Software Search Results (Software Name is equal to)							Export
Software Name	SW Asset Id	Mfr Name	Version	License Qty	Cost per License	Expr Licence Qty (30 day)	
WILDPACKETS OMNIPEEK NETWORK ANALYZER	N00421000002	BK Software	6.5	5	1	88.00	0
WILDPACKETS OMNIPEEK NETWORK ANALYZER	N00421000004	BK Software	6.5	3	0	183.33	0

## B. IT Device

Enter the ASSET ID in the field provided.*This is a 12 alphanumeric character field.*

Search

Software
IT Device

Asset Id

Search

a. Select Search . *The Device Search Results grid appears.*

Device Search Results (Device Asset ID is equal to ITEQU0003340)						Export
IT Device Cd	Dev Asset Id	Item Desc	Serial Nbr	Loc		
0150-Lapt CPU	ITEQU0003340	COMPUTER, LAPTOP DELL LATITUDE	ABC123456789	NORFOLK FICP-No Sub Loc	1	

