



Explorer and Real-Time Analyzer User Guide

Websense Enterprise[®]
Websense[®] Web Security Suite[™]

v6.3.1

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Information provided in this guide applies equally to Websense Enterprise® and Websense® Web Security Suite™. Any information that pertains specifically to 1 of these products is noted separately.

Any references in this book that mention Websense Enterprise apply to all editions.

The same software is installed for these products, but the Web Security Suite features are enabled only if you enter a Web Security Suite subscription key.

The following topics are discussed:

- ◆ *How Websense Enterprise Explorer works*
- ◆ *Explorer Reporting*
- ◆ *Categories*
- ◆ *Risk Classes*
- ◆ *Real-Time Analyzer*

How Websense Enterprise Explorer works

Explorer provides reports about actual or attempted internet activity.

There are many components that work together in Websense Enterprise and Websense Enterprise Explorer. If you are running reports (and not administering the system), these are the only components that you need to know about:

- *Log Database - the center of Reporting*
- *Explorer web server*

- *Web browser*

Note

Your reports may vary from the samples shown in this guide. Follow the documentation to learn how to create or modify your reports.

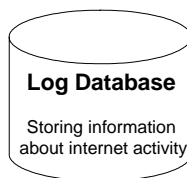
Log Database - the center of Reporting

The term Log Database encompasses the Catalog Database, which is created at installation, and database partitions for reporting.

The Log Database receives and stores internet activity data. Websense Enterprise sends information to Websense Enterprise Reporting about internet activity. This activity is stored in the Log Database.

Information in the Log Database answers questions like:

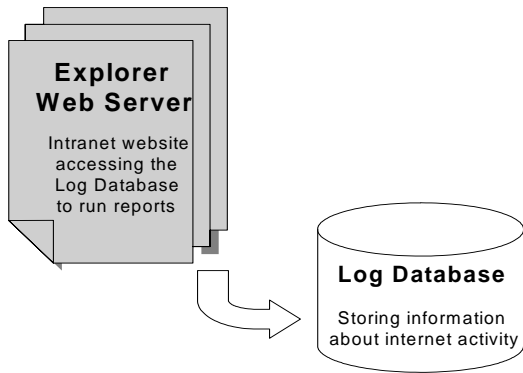
- Who accessed the internet?
- Who was blocked from accessing the internet?
- At what time?
- What URL was accessed?
- How is that site categorized?
- How much time was spent online?
- What protocol was used?



Log Database - center of Reporting

Explorer web server

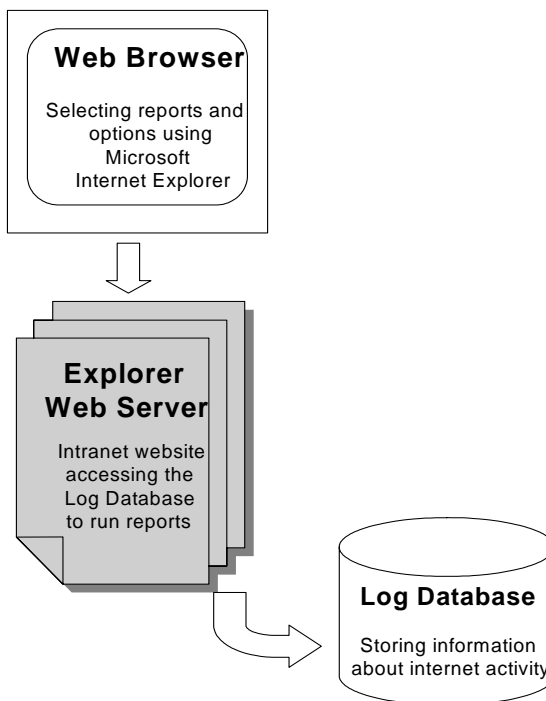
The Websense installer sets up the Explorer virtual directory.



Explorer web server accessing the Log Database

Web browser

Access the Explorer web server from your web browser (Microsoft Internet Explorer).



Accessing the Explorer website from your web browser

Explorer Reporting

Explorer offers:

- ◆ **Delegated Reporting:** Enables users to run Explorer reports on a specific set of users. The Super Administrator uses Websense Manager to create and define the Delegated Reporting roles.
- ◆ **Role-based Reporting:** Gives access to all web-based reporting tools based on a role.

- ◆ **Reporting Tools Portal:** Provides access to all web-based Reporting tools.
- ◆ **Favorite Reports in Explorer:** Includes saving report definitions as Favorite Reports (favorites). Favorites can be scheduled to run on a regular basis.
- ◆ **Flexible Detail View for Reports in Explorer:** Can be designed by drilling down into the filtering choices on Explorer's Summary view, and then clicking on the measurement bar for the detail view.
- ◆ **Multi-Level Reporting:** Allows you to display more than 1 dimension. Also limit the number of entries that are shown in the top reports, such as, Top URLs, Top Categories, and Top Users, with a starting value of 5. Select multiple rows for comparison or detail.
- ◆ **Summary View:** Launches when Explorer opens. View current activity in the database for all users. From there, you can drill down to see specific information and look at the activity in a variety of ways. Reports are line-item summaries or details of the report filters that you have selected.

Delegated Reporting roles

Delegated Reporting is available on the Windows platforms only and enables the main administrator (Super Administrator) to designate other administrators to use Delegated Reporting. Once a role is created in Websense Manager, the Super Administrator assigns an administrator to that role to support Reporting.

The Delegated Reporting Administrator can only run Explorer reports on a particular set of users (client set) within the Delegated Reporting Administrator's role.

For details, see the Websense *Administrator's Guide*.

Note

Policy Server stores information on the Delegated Reporting roles created via Websense Manager.

Role-based Reporting

Gives users access to web-based Reporting tools. Permissions are granted by the administrator when creating a role.

Explorer Reporting permissions are:

- ◆ **Hide user names in reports:** Makes report entries anonymous in reports the administrator runs.
- ◆ **Save Favorite reports:** Allows the administrator to create and save report criteria for repeated use.
- ◆ **Schedule Favorite reports:** Allows the administrator to set Favorite reports to run in Explorer.
- ◆ **Database Administration tool:** Allows the administrator to use Database Administration to manage the database by scheduling rollovers and automatically creating partitions.
- ◆ **Real-Time Analyzer reporting:** Allows the administrator to access Real-Time Analyzer.

Roles allow users to access components or features from the Reporting Tools Portal. The default administrator role user name is **WebsenseAdministrator** with the password created in Websense Manager for the Policy Server.

Guide to Explorer's Main Page

Start to define reports from Explorer's main page by using the drill-down options from some of the report results. Keep in mind that your initial choices will be made from the main page.

- ◆ **Reporting Tools:** Go to the Reporting Tools Portal.
- ◆ **Enterprise Explorer:** Go to Explorer's opening Summary View page.
- ◆ **User by Day/Month:** See a more in-depth view of a specific user's activity.
- ◆ **Favorite Reports:** When you have defined a report in Explorer that you would like to generate again, save it as a Favorite report. See your list of existing Favorite Reports.
- ◆ **Job Queue:** Jobs waiting to be processed in the queue.
- ◆ **Hide Names:** Allows you to show a report using only user IDs, instead of user names. This button toggles back to show user names.
- ◆ **View Outliers:** Lets you see which users have the most unusual internet activity for the report being viewed.
- ◆ **Settings:** Edit the default Explorer settings here, such as, default Explorer date range and default detail report format.
- ◆ **Help:** Opens online Help in the interface.

- ◆ **Internet Use by:** Primary report choices that vary, depending on the number of users and groups in the database partition. If User and Group are not primary report choices, you will still be able to access them as you drill down into other choices.
- ◆ **Database:** Machine name (where the database is located) and name of the database to which you are connected.
- ◆ **View:** Select to view one day, week, month, or all.
- ◆ **Dates:** Report dates can be typed into the boxes, or picked via a calendar.
- ◆ **Search for user:** Lets you quickly find internet usage activity for a particular person.
- ◆ **Output to Portable Document Format (PDF) icon:** Exports the report to a portable document format.
- ◆ **Output to spreadsheet icon:** Exports the report data to a Microsoft Excel file.
- ◆ **Select top N... by:** Where you select the top number of objects to compare by another filter.
- ◆ **Display:** Results of the report, which are shown by result labels, number of hits (bandwidth in KB, or browse time), and graphic bars.
- ◆ **Reorder the rows:** Alphabetically by choosing the table heading at the top of the rows. The small arrows to the right of the heading toggle from ascending order back to descending order.

Note

Images of reports are shown as examples that are representative and meant only to show the instances of different types of data.

Categories

The Category list defines each Websense category. You select which categories to block and which to permit. Category definitions may be altered and new categories added to provide the most complete Master Database possible. For the most up-to-date list of categories, see the Category List web page at:

<http://www.websense.com/products/about/database/categories.cfm>

Risk Classes

To help you identify the risks to your organization from activity in the categories, Websense also maps categories into Risk Classes.

These Risk Classes are:

- Productivity Loss
- Network Bandwidth Loss
- Business Usage
- Security Risk
- Legal Liability

The Websense Administrator can change this mapping in Websense Manager. If changes are made in the mapping, Explorer reports will reflect activity, as defined in the customized Risk Classes.

Real-Time Analyzer

Websense Enterprise Real-Time Analyzer (RTA) is a component that graphically displays real-time internet activity via a web browser.

Some of the information helps you to determine:

- ◆ The top 10 URLs that are currently being requested.
- ◆ How much bandwidth is being used and by which categories.
- ◆ The status of Websense; how it is working and effectively blocking sites and protocols.

Additionally, RTA reports on trends for individual users and lets you view system health and statistics for the RTA Server and Filtering Service.

When long-term reporting is required, run reports using Websense Enterprise Explorer.

How Selective Category Logging affects Reporting

Selective Category Logging provides you the flexibility to select certain URL categories for logging. Having this capability allows you to not log certain

URL categories while logging other URL categories. When it comes to reporting in Explorer, Reporter, and Real-Time Analyzer, the web visits and hits that are not being logged will also not be reported nor reflected in the reports. For information on Selective Category Logging and how to turn the logging and alerting settings on or off, see the *Websense Administrator's Guide*.

Online Help

Select the Help option within the program to display detailed information about using the product.

IMPORTANT

If Microsoft® Internet Explorer is your browser, the default settings may block operation of the Help system. If a security alert appears, select **Allow Blocked Content** to display the Help.

If corporate security standards permit, you can permanently disable the warning message in Internet Explorer. Go to **Tools > Internet Options > Advanced** tab > **Security**, and check **Allow active content to run in files on My Computer**.

Technical Support

Websense, Inc., is committed to customer satisfaction. Go to the Websense Technical Support website any time for the latest release information, a Knowledge Base, product documentation, or to create a support request.

www.websense.com/global/en/SupportAndKB/

The response time during business hours is approximately 4 hours. Response to after-hours requests occurs the next business day.

Telephone assistance is also available. For quick and efficient answers to telephone requests, Websense Technical support needs key information about your system.

Please be ready with the following:

- ◆ Websense subscription key
- ◆ Access to Websense Manager
- ◆ Access to the machine running Filtering Service, the reporting components, and the database engine (MSDE or SQL)
- ◆ Permission to access the Websense Log Database
- ◆ Familiarity with your network's architecture, or access to a person who has this knowledge
- ◆ Specifications of the machines running Filtering Service and Websense Manager
- ◆ A list of other applications running on the Filtering Service machine

For severe problems, additional information may be needed.

Standard telephone assistance is available during normal business hours Monday through Friday at the following numbers:

- ◆ San Diego, California, USA: **+1 858.458.2940**
- ◆ London, England: **+44 (0) 1932 796244**

Customers in Japan should contact their distributor for the most rapid service.

Running Reports in Explorer

After Explorer has been installed and the Log Database has been prepared, use Explorer to view the database from your web browser.

Explorer creates an intranet website on your web server, and then users access this website to run internet usage reports on the database partitions. Reports are based on the employee internet activity information contained in the database partitions that Explorer is currently using.

See *Changing the Database* for information on how to connect Explorer to a different database, or contact your Websense Administrator.

Overview

Reporting in Explorer is based on the Reporting roles that are set up.

Accessing Explorer and Reporting tools

Access Explorer and other web-based Reporting tools through the Reporting Tools Portal. Log on at this page with your network User Name and password. The page will open in your browser (Microsoft Internet Explorer).

The logon is validated through the directory service. If no directory service is available, you will have to use the default Administrator logon of

WebsenseAdministrator and the password that was set up to access the Policy Server in Websense Manager.

Note

The most recent versions of Microsoft Internet Explorer (v.6.x and later) have the highest default security settings. This causes users with this web browser to be blocked from the Explorer pages, even though they are retrieved from an intranet server.

Reduce the Microsoft security level via the Microsoft Internet Explorer web browser, or contact your System Administrator for assistance.

Go to the Reporting Tools Portal from the Windows Start menu: **Programs > Websense > Web Reporting Tools**.

To access this page directly after installation:

- ◆ Launch Websense Manager and create a password.
Access to the Reporting Tools Portal is based on the Reporting roles created in Websense Manager. To learn about creating roles, see the *Websense Administrator's Guide*.
- ◆ After roles have been defined in Websense Manager, enter your network User Name and Password to access the Reporting Tools Portal.

- ◆ Click **Websense Enterprise Explorer** to launch Explorer's main page.

Note

Explorer can perform remote logons, giving you access to logging on to a different machine where Explorer may be installed at a different location.

Example: If you have logged on to machine A and have been accessing Real-Time Analyzer on this machine and later decide to log on to machine B where Explorer is installed, you will no longer see applications on machine A available to you. While working in Explorer on machine B, you will notice that Real-Time Analyzer is no longer available to you. Instead, it is dimmed. You will have to log back onto machine A to get back into Real-Time Analyzer.

Note

If you have installed all your web-based Reporting tools on a single machine, the Reporting Tools Portal works the way you would expect it. You would have access to Explorer and all your Reporting tools from the same location.

If you have installed your web-based Reporting tools on different machines, access to those Reporting tools will work differently. For example, if you have installed Real-Time Analyzer on machine A and Explorer on machine B, when you access the Reporting Tools Portal on machine A, Real-Time Analyzer will be accessible, but Explorer will not.

Summary view of hits, bandwidth, or browse time

When you open Explorer, a Summary View report is run based on usage by Risk Class, for all users, and for the most recent day's activity in the database.


When in summary view or multi-level view, click the number value in the table (hits, bandwidth, or browse time) or on the horizontal bar to see a *Flexible detail view*.

Note

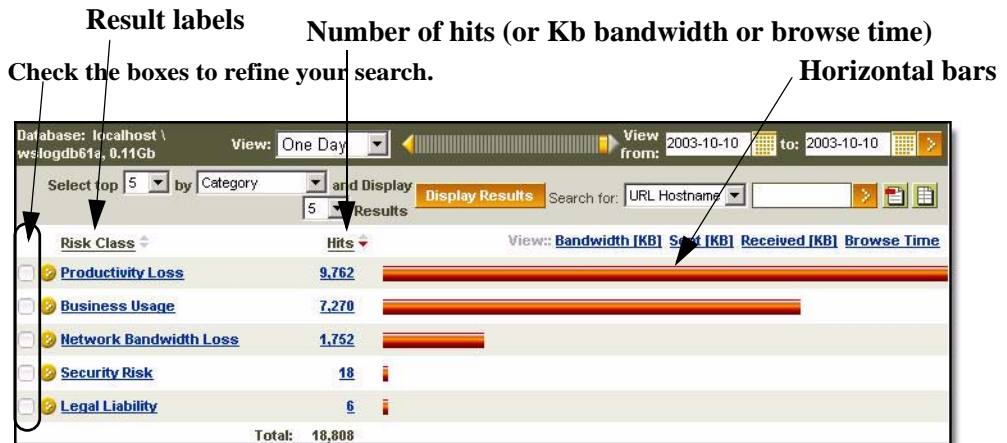
When a user is added to or removed from a group in a particular client set, the Delegated Administrator associated with that client set will not see data for that user until the next day.

At the top of the report, the date range is displayed with the most recent day's activity. This setting can be configured in the Explorer Settings page.

Also see:

- ◆ Primary report choice
- ◆ Machine name where the database is located and name of the database (or the Data Source Name)
- ◆ 1 day, 1 week, 1 month, or All
- ◆ How much of the database is being used by the data in the selected date range (looking at the database use bar )
- ◆ Date range chosen for the report
- ◆ Display results
- ◆ Results of your search
- ◆ Output to Portable Document Format (PDF) or Microsoft Excel spreadsheet
- ◆ Table headings for the report results
- ◆ Whether hits, bandwidth, or browse time has been chosen for the view

The results of the report are shown by result labels, number of hits, and horizontal bars.



The result labels identify the name of the Risk Class in that row. Check the boxes to the left of the report to refine your search and obtain information on those entries only.

The Hits column displays how many hits or visits were made in that Risk Class (or how much bandwidth or browse time was used by that activity).

The horizontal bars provide a visual comparison among the rows. When the cursor rests over a horizontal bar, a small pop-up gives you the percentage of that row relative to the total.

See any report measured by hits, bandwidth, or browse time. To change the view, click **View Bandwidth [Kb]**, **Sent [Kb]**, **Received [Kb]**, or **Browse**

Time. Bandwidth is the total of bytes sent and bytes received. The measure will become the column heading.

Bandwidth [Kb]
22,994
2,576
365
5
3
25,943

The default order of the rows in the table is generally based on highest amount of activity to the lowest (descending).

Drill-down for more information on a specific entry

Check the box next to the > (drill-down arrow) to select 1 or more entries, and to see more information about the categories for these entries.

Check here to refine your search.

Database: localhost \wslogdb61a, 0.11Gb View: One Week View from: 2003-10-05 to: 2003-10-10

Select top Custom by Category and Display 5 Results **Display Results** Search for: URL Hostname

Risk Class	Bandwidth [KB]	View: Hits Sent [KB] Received [KB] Browse Time
<input checked="" type="checkbox"/> Productivity Loss	1,510,099	
<input checked="" type="checkbox"/> Business Usage	1,040,380	
<input checked="" type="checkbox"/> Network Bandwidth Loss	215,577	
<input type="checkbox"/> Security Risk	11,480	
<input type="checkbox"/> Legal Liability	1,969	
Total:	2,779,505	

The information for the selected entries is listed in the report.

Database: localhost \wslgdb61a, 0.11Gb View: One Day View from: 2003-10-05

Select top Custom by Category and Display 5 Results Display Results Search for: URL Hostname

Risk Class	Bandwidth [KB]	View: Hits Sent [KB] Rece
Productivity Loss	1,510,099	
	Bandwidth [KB]	Category
	1) 276,218	Education Educational Institutions
	2) 247,234	News and Media
	3) 246,313	Health
	4) 196,188	Internet Communication Web-based Email
	5) 134,809	Shopping
	Subtotal: 1,100,562	
Business Usage	1,040,380	
	Bandwidth [KB]	Category
	1) 400,633	Information Technology
	2) 255,365	Information Technology Search Engines and Portals
	3) 132,253	Business and Economy
	4) 81,293	Travel
	5) 58,360	Business and Economy Financial Data and Services
	Subtotal: 927,904	
Network Bandwidth Loss	215,577	

There is a limit to the amount of information that can be displayed in Explorer's main page. When this limit is reached, the report extends over additional pages. To view additional pages, select the page number at the top of the report or click **Next**.

Primary report choices

Primary report choices are in the upper left corner of the main page in the **Internet Use by** field, just under the calendar.



These choices vary, depending on the database and Explorer's configuration settings.

- ◆ If there are no groups defined in the database, Group will not be a primary report choice or in the drop-down options.
- ◆ If there are more than 3,000 groups, Group will not be a primary report choice.
- ◆ If there is only 1 domain, Domain will not display as a primary report choice.
- ◆ If there are more than 5,000 users, User will not be a primary report choice.

For information on changing Explorer's configuration settings in the `wse.ini` file, see the *Reporting Administrator's Guide* or contact your Websense Administrator.

Every Hits (or Bandwidth) Summary View report starts with a primary report choice. Select **Day** as the primary report choice to see a report by day for all users, and for all available dates in the database.

For the other primary report choices, the order of the rows in the table is based on highest amount of activity to the lowest. For Day, the order of the rows is based on date order with the oldest date on the first row. You could reorder the rows by the highest activity by choosing the small arrows to the right of the measure heading at the top of the rows.

To obtain more information about the data in a row, drill down into the *Flexible detail view*.

Searching for information in Explorer reports

- ◆ Since you are viewing Explorer reports through a web browser, use the web browser's search feature. Select **Find (on this Page)** from the **Edit** menu to access the web browser's search tool.
- ◆ Use the **Search** fields:
 - a. Select 1 of the following: **User**, **URL Hostname**, **Destination IP**, or **Source IP** in the left **Search** field to focus your search.
 - b. Enter part or all the identifying details, such as last **user** name, **URL**, or **IP**, into the next **Search** field. Enter the exact spelling.

Note: When entering only a portion of an IP, the subnet of that entry is searched. For example, if you enter 10.5., subnets 10.5.0.0 through 10.5.255.255 are searched.
 - c. Click > (**Go** arrow).

Sorting information in Explorer reports

Reorder the Explorer rows alphabetically by choosing the table heading at the top of the rows. In the following example, the small arrows to the right of Risk Class indicate that the column has been sorted alphabetically in ascending order.

Drilling down to select 1 or more entries.
Sorting the column alphabetically.

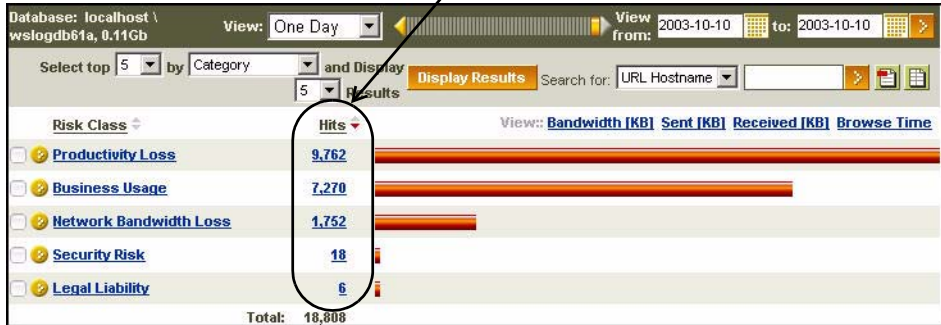
Risk Class ▲	Bandwidth [Kb] ▼
<input type="checkbox"/> Business Usage	365
<input type="checkbox"/> Legal Liability	3
<input type="checkbox"/> Network Bandwidth Loss	2,576
<input type="checkbox"/> Productivity Loss	22,994
<input type="checkbox"/> Security Risk	5
Total: 26,943	

You can also reorder the rows by value by choosing the column heading at the top of the measure values in ascending or descending order.

Also reorder the rows in ascending or descending order (value).

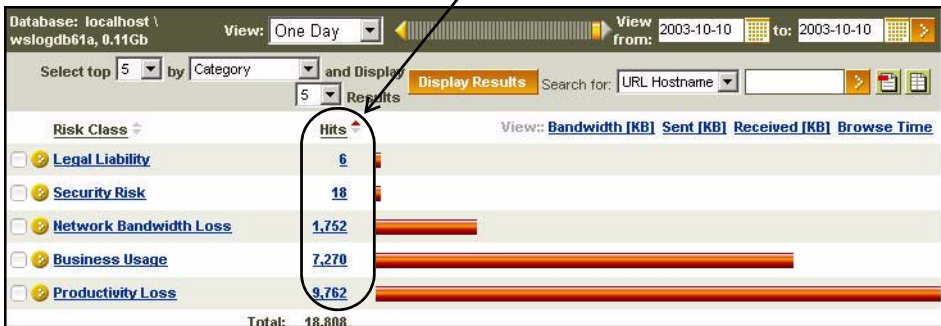
Click the arrows next to the current measure heading (Hits, Bandwidth, or Browse Time) at the top of the rows. In the following example, Risk Class has been sorted by value in descending order.

Sorted in descending order (value).



The following has been resorted in ascending order (value).

Resorted in ascending order (value).



Self-Reporting in Explorer

Allows users to see Explorer reports only on their own web browsing, showing what information is being gathered and monitored. This, then, gives users the opportunity to alter their internet browsing habits and accommodates government regulations that require companies to allow users to see the type of information that is being collected.

Roles do not need to be set in Websense Manager to initiate self-reporting. Instead, check **Self Reporting** in Settings on the Reporting Tools Portal to allow users to self report in Explorer. See information on editing these settings in the appendix titled *User Settings*.

Types of Explorer reports

The following types of Explorer reports are discussed:

- ◆ *Flexible detail view*
- ◆ *Standard reports*
- ◆ *Multi-level Reporting*
- ◆ *Favorite reports*
- ◆ *Outliers*
- ◆ *User activity by day or month*

Flexible detail view

In the flexible detail view, design your own reports on websites that have been visited by choosing or reordering columns and sorting through the detailed information.

There is a limit of 7 columns to view information in each report.

Although you can request a detail view on any row, you should probably drill down to less than 100,000 rows before requesting a detail report.

Also, Explorer is limited by your processor, available memory and network resources, and may time out on requests for large reports.

IMPORTANT

In any drop-down or values list, information may display in red. The red lettering is to warn that this option may result in a very large report. It will likely be more useful to drill down further into results before making this choice.

1. Run a Summary View or Multi-Level report for a summarized list of results.



2. Drill down into the results to create a flexible detail view. Click the number value of **Hits**, **Bandwidth**, or **Browse Time**.
Or, click the measurement bar.



Bandwidth horizontal (green) bar or
Hits horizontal (orange) bar

Explorer loads the detailed report area.



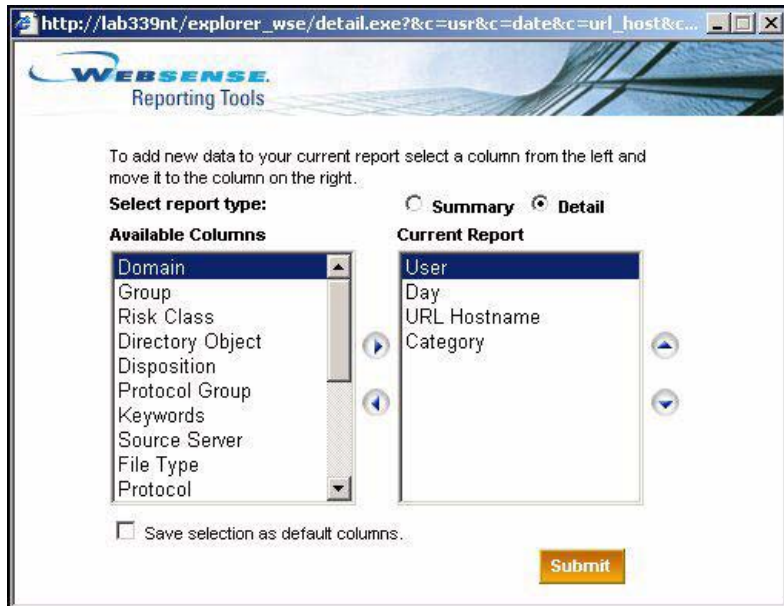
A Detail View report is loaded.

Note: If the report is taking a long time to generate, save it as a Favorite Report and schedule it to run later. Explorer is limited by your processor, available memory, and network resources and will time out on requests for large URL reports.

The screenshot displays the Enterprise Explorer interface. At the top, there are navigation buttons for 'Enterprise Explorer', 'Modify Report', and 'Favorite Reports'. A 'View' section shows filters for time (00:00 to 24:00). Below this, a 'Risk Class' section is set to 'Productivity Loss'. A secondary 'View' section shows a date range from 2006-08-02 to 2006-08-03. The main data area is a table with the following structure:

User	Day	URL Hostname	Category	Hits
10.201.1.99				
	2006-08-02	address.mail.yahoo.com	Internet Communication: Web-based Email	1
	2006-08-02	address.mail.yahoo.com	Internet Communication: Web-based Email	1
	2006-08-02	address.mail.yahoo.com	Internet Communication: Web-based Email	1
	2006-08-02	answers.yahoo.com	Productivity PG: Message Boards and Clubs	1
	2006-08-02	answers.yahoo.com	Productivity PG: Message Boards and Clubs	1
	2006-08-02	apnews.myway.com	News and Media:	1
	2006-08-02	autos.hgpc.com	Vehicle	1

3. Click **Modify Report** at the top of the page to begin designing a Detail View report specific to your needs. For example, reorder the columns, choose to include or exclude information, and include up to 7 columns of information in your report. The dialog box displays the flexible design selections.



The information columns included in your Summary View report are already displayed in the **Current Report** Field.

- Design your Detail View report, choosing from the **Available Columns** field. Highlight each selection and click the appropriate arrow button (< and >) to make your choices and move selections into or out of the Detail View report.

Note

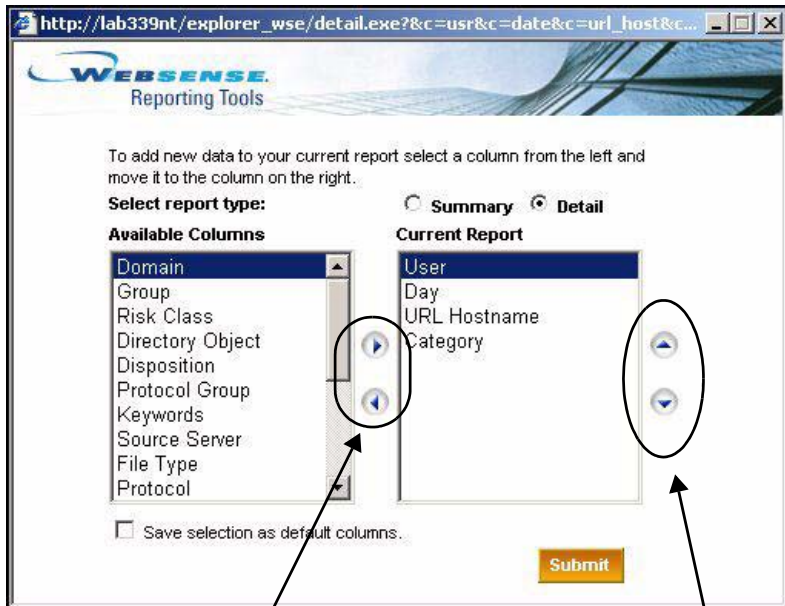
You can have a maximum of 7 columns of information in your report.

Detail View Information	Description
User	The name of the user who made the request. The users recorded by the Log Server are imported from Websense along with other log data. User information must be available to Websense for reporting user information. Group information is not given on user-based reports.
Day	Includes the day that the request was logged.
URL Hostname	The URL gives the domain name of the site requested. Depending upon settings established in the Log Server Configuration window, you may be able to generate a report with full URLs, which include the domain name and the path to a specific page in that domain.
Domain	The name of your directory service for the directory object selected.
Group	The Log Server records groups imported from Websense along with other log data. This column indicates the name of the group to which the requesting user belongs. Individual user names are not given on group-based reports. If the directory service assigns a user to more than 1 group, it reports internet requests logged for that user in each assigned group.
Risk Class	Most Websense Categories have been associated with a potential risk and are identified in a specific Risk Class. Some Categories are in more than 1 Risk Class.
Directory Object	The workstation or network from which the request was sent, including the definition from the directory service.
Disposition	The results of an internet request by a user, such as category permitted or category blocked.

Detail View Information	Description
Keywords	Lists URLs that have been blocked by keyword blocking.
Source Server	The machine address of the integration device that is sending information to the Filtering Service.
File Type	In addition to filtering based on category sets, Websense allows filtering based on file extensions. You can combine access to a category set with restrictions on particular types of files from sites within that category set. For example, you can permit access to the category Sports, but block access to video files from sites in the Sports category. To read more about File Types and filtering internet requests, see the <i>Websense Administrator's Guide</i> .
Protocol	Shows the protocol of the requested site. A protocol is a set of standards designed to enable computers to connect with one another and to exchange information. Protocols supported by Websense include HTTP, HTTPS, FTP, Gopher, NNTP, Telnet, IRC, and RealAudio. Not every integration partner supports all protocols. For a list of protocols that your integration product supports, see the <i>Websense Administrator's Guide</i> .
Protocol Group	Shows protocols by group (grouped URL categories).
Source IP	This is the IP address of the machine from which the internet request was made.
Destination IP	The numeric IP address of the site requested.
Full URL	The full path name of the URL for the website visited by the user.
Month	Includes the month that the request was logged.
Port	Lists the ports that Websense software uses to monitor and block protocols.

Detail View Information	Description
Bandwidth	Information that occupies a certain number of bytes on the computer including bandwidth used, which comprises bytes sent and bytes received.
Bytes Sent	
Bytes Received	
	<p>When a user sends a request to a permitted site and receives information in the form of text and graphics from that site, the <code>Bytes Transferred</code> column identifies the total number of bytes transferred (<i>Note</i>: Lots of bytes can also be sent where spyware is involved.)</p> <p>While Websense receives bytes transferred information from most integration partners, Check Point FireWall-1, Cisco Cache Engine, and Cisco Secure PIX Firewall do not currently send this information to Websense. Consider using Hits reports as an alternative.</p>
Time	Shows the time spent browsing a URL. The time is calculated from the time a hit is made, until the time another hit is made within the Read Time Threshold. The time is shown in the format, HH:MM:SS (hours:minutes:seconds).
Category	Activity as categorized by the Websense Master Database. For the most up-to-date list of categories, see the Category List web page at: http://www.websense.com/products/about/database/categories.cfm
Duration	The total time, in seconds, that it took to retrieve the HTML data and images from the actual site. This does not include time spent viewing the site once it has been completely loaded onto the user's machine.

- When you have made your selections and added them to the **Current Report** field, click the appropriate up and down arrow buttons to sort the order of the information to be displayed in your report. The first entry represents the first column in your report.



Use these arrows to make your selections, moving information in or out of your report.

Use these arrows to sort the columns in your report.

This selection process allows you to report on the information you want to see, in the order you want it displayed.

- Click **Submit** to load and display your report.

Risk Class
Productivity Loss

Database: LAB339NT \ wsllogdb61, 0.00Gb View One: One Day View from: 09/07/2005 to: 09/07/2005

Day	Time	URL Hostname	Disposition	Full URL	Hits
2005-08-22					
	19:29:50	www.msnbc.com	Category permitted		
	19:29:50	www.msnbc.msn.com	Category permitted		
	19:29:51	www.msnbc.msn.com	Category permitted		
	19:29:51	www.msnbc.msn.com	Category permitted		

The Detail View report is based on time.

Risk Class
Business Usage

Database: LAB339NT \ wsllogdb61, 0.00Gb View One: One Day View from: 09/07/2005 to: 09/07/2005

User	Day	Time	URL Hostname	Disposition	Hits
10.201.1.47					
	2005-08-22	19:29:56	view.atdmt.com	Category permitted	1
	2005-08-22	19:29:56	view.atdmt.com	Category permitted	1
	2005-08-22	19:30:00	rad.msn.com	Category permitted	1
	2005-08-22	19:30:06	view.atdmt.com	Category permitted	1
	2005-08-22	19:30:20	www.mapquest.com	Category permitted	1
	2005-08-22	19:30:20	www.mapquest.com	Category permitted	1
	2005-08-22	19:30:21	cdn.mapquest.com	Category permitted	1
	2005-08-22	19:30:21	cdn.mapquest.com	Category permitted	1
	2005-08-22	19:30:21	cdn.mapquest.com	Category permitted	1

If there is more than 1 page of results, click **Next**. To look at the actual website visited, click the URL. The website will open in a new window.

Save this report as a Favorite Report to schedule it to run on a recurring basis.

Example of drilling down into results

To obtain information about the data in a row, click > (drill-down arrow) on the left hand side.



- ◆ To get more information about Productivity Loss, Business Usage, and Network Bandwidth Loss, click > (drill-down arrow) at the Productivity

Loss, Business Usage, and Network Bandwidth Loss name labels to drill down.

Drill-down arrows.

Risk Class	Hits
Productivity Loss	9,762
Business Usage	7,270
Network Bandwidth Loss	1,752
Security Risk	18
Legal Liability	6
Total: 18,808	

Information about the usage in this Risk Class is available from the drop-down list.

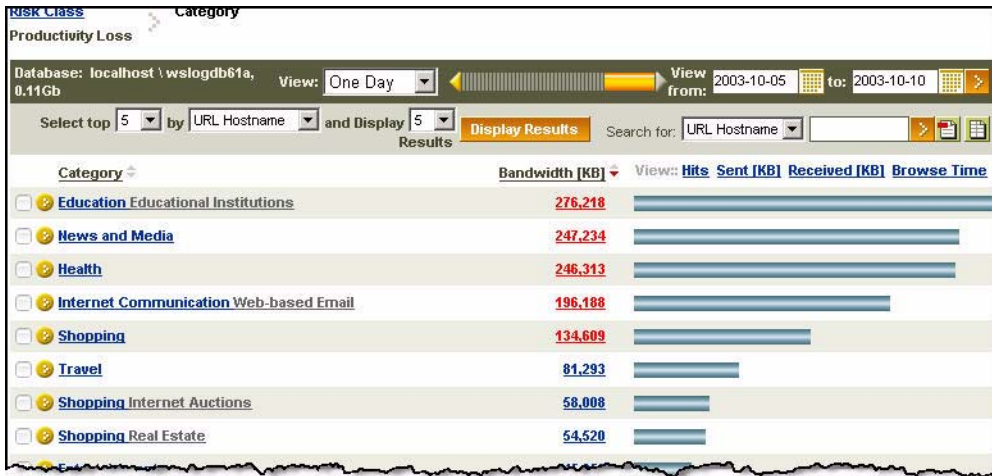
Drill-down in Productivity Loss.



IMPORTANT

In any drop-down or values list, information may display in red. The red lettering is to warn that this option may result in a very large report. It will likely be more useful to drill down further into results before making this choice.

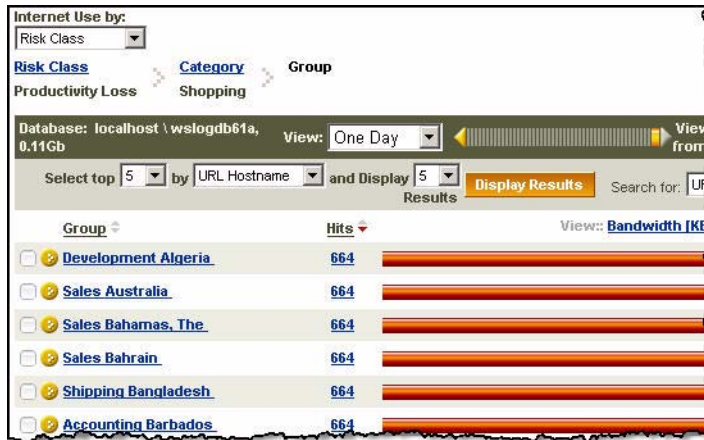
- ◆ To see which categories have internet activity that is considered to be a risk from Productivity Loss, select by **Category**.



For more information about activity in the Shopping category, click > (drill-down arrow) to the left of Shopping.

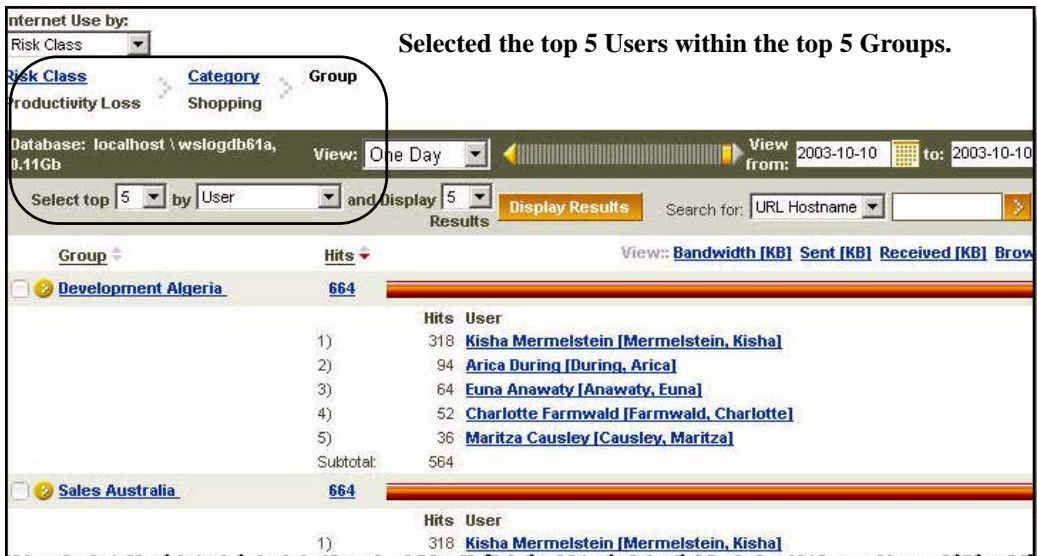


- ◆ To see which groups have internet activity in the Shopping category, select **by Group**.

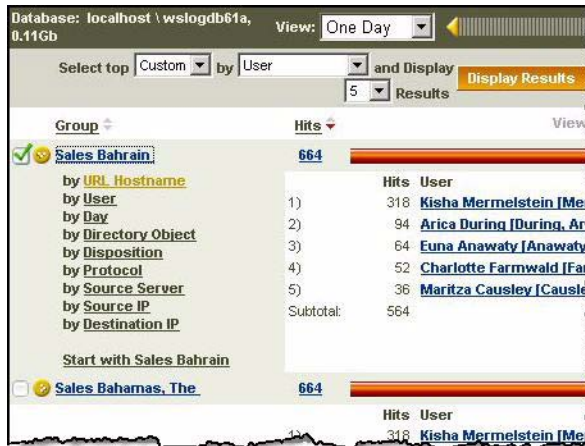


For more information, drill down further.

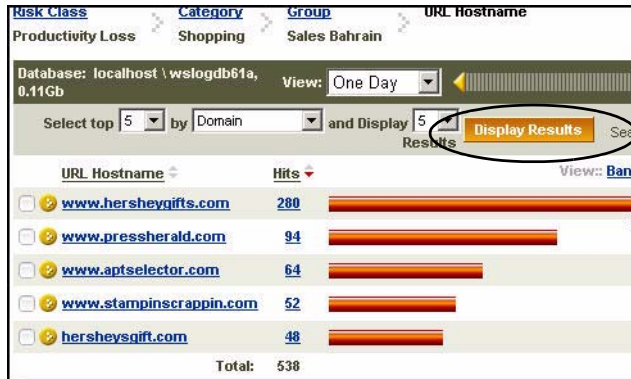
- ◆ Select Top N where N represents the number of objects to compare by another filter. For example, you could limit your entries in the Top By Hits report. To limit your entries by user in the Shopping category, select **Top 5 by User** to display **Top 5**. Click **Display Results** to get the report.



- ◆ To drill down and see the information for a specific group(s), select the information for that group. For example, select **URL Hostname**, display **top 5**.



- ◆ Click **Display Results** to see the top 5 URL hits within this group.



Changing report dates

See the date range available in the database listed at the bottom of the Calendar dialog box. Also see the earliest and latest available database dates by hovering over the calendar icons in their respective **View from** and **To** fields.

1. Limit the report by changing the date range.

Enter the new start or end date by typing over the previous date, or click the calendar icon.



Navigate inside the calendar to find the year and month for the start or end date of the report.

2. After the correct dates are chosen, close the calendar.
3. When you have adjusted the dates, click > (**Go** arrow) to produce the new report.

If a date is outside the available range, you will receive an error message.

Search for user

Find internet usage for a particular person or group.

1. Select 1 of the following: **User**, **URL Hostname**, **Destination IP**, or **Source IP** in the left **Search** field to focus your search.
2. Enter part or all the identifying information into the second (right) **Search** field.
 - Enter all or part of the first or last **user** name or **URL**, and make sure whatever you enter is the exact spelling.
 - Enter the whole **IP**, or a portion thereof.

Note: When you enter only a portion of the IP, the subnet of that entry is searched. For example, if you enter **10.5.**, subnets 10.5.0.0 through 10.5.255.255 are searched.
3. Click > (**Go** arrow).

In the following example, **kisha** was entered in the **Search for User** field.

The screenshot shows the Explorer interface with the following details:

- Internet Use by:** User
- Database:** localhost \ wslogdb61a, 0.11Gb
- View:** One Day
- View from:** 2003-10-10
- to:** 2003-10-10
- Select top:** 5
- by:** Risk Class
- and Display:** 5
- Search for:** User
- Search text:** kisha
- Display Results** button
- View options:** Bandwidth [KB], Sent [KB], Received [KB], Browse Time
- Results table:**

User	Hits
Kisha Mermelstein [Mermelstein, Kisha]	1,046
- Total:** 1,046

Once you have located the user, click > (drill-down arrow) or User Name link for more choices.

Click the drill-down arrow or User Name link for more choices.



Hide names

It may be useful to show a person or group in a report without showing user information.

Use the Hide Names link to display User IDs instead of User Names.

Here is an example of an Outliers report with user names shown.

Statistical Outliers:
Risk Class
-- Not Available --

[Hide Names](#) ← **Link to show or hide user names.**

Database: localhost \wslogdb61a, Gb

Username	Category	Day	Disposition	Protocol	Hits	Average Hits	Variance Hits
Siobhan Adsit	Business and Economy	2003-10-10	Category permitted	HTTP	1090	90	4.03
Maritza Causley	Miscellaneous <i>Uncategorized</i>	2003-10-10	Category permitted	HTTP	270	41	3.41
Lizette Sheppard	Miscellaneous <i>Uncategorized</i>	2003-10-10	Category permitted	HTTPS	570	103	3.16
Siobhan Adsit	Information Technology <i>Search Engines and Portals</i>	2003-10-10	Category permitted	HTTPS	10	3	2.84
Siobhan Adsit	Information Technology <i>Search Engines and Portals</i>	2003-10-10	Category permitted	HTTP	362	67	2.76

Using the example Outlier report for user Adsit Siobhan, this new report hides user names, displaying Adsit's User ID 31 instead of user name.

Click this link again to display User Name, rather than User ID.

[Show Names](#)

Database: localhost \wslogdb61a, Gb

Username	Category	Day	Disposition	Protocol	Hits
31	Business and Economy	2003-10-10	Category permitted	HTTP	1090
26	Miscellaneous <i>Uncategorized</i>	2003-10-10	Category permitted	HTTP	270
45	Miscellaneous <i>Uncategorized</i>	2003-10-10	Category permitted	HTTPS	570
31	Information Technology <i>Search Engines and Portals</i>	2003-10-10	Category permitted	HTTPS	10

The Hide Names link toggles back and forth with Show Names.

Note:

When you choose to set up anonymous logging in Websense Manager, Explorer reporting will omit user information in the reports that are run by the Delegated Reporting Administrators.

If you choose to not log user names, user names are omitted from the report output to preserve anonymity in internet usage reporting.

If you choose to not log IP addresses, IP addresses are omitted from the report output.

Reports on all users will be available to the Super Administrator, but User IDs will not be clear.

For information on anonymous logging in Delegated Administration, see the *Websense Administrator's Guide*.

List of URLs

To see specific addresses of websites that have been visited, run a URL report.

- ◆ Select the number of hits, or measurement bar, to get a URL report on a row.
- ◆ Although you can request a URL report on any row, it is not practical or useful to generate a report with millions or even a hundred thousand URLs.
- ◆ Explorer is limited by your processor, available memory, and network resources. Explorer will time out on requests for large URL reports.
- ◆ The following list explains Explorer's default guidelines for displaying URL reports. These configuration settings can be changed in the `wse.INI` file.
 - Explorer displays URL reports with consolidated URLs, unless the number of hits is more than 3,000.
 - If the number of hits is more than 3,000, then the URLs display in time sequence, unless the number of hits is more than 30,000.

- If the number of hits is more than 30,000, the URLs are not grouped by URL or shown by time sequence. Instead, the hits are displayed in random order.
 - If there are more than 3,000 hits, you can try to override the constraint against requesting a report grouped by URL.
 - If there are more than 1,000,000 hits, you will not be able to override the constraint.
 - If there are more than 500 hits displayed in time sequence, they will be presented in the pages of the report.
- ◆ To look at the actual website visited, select the URL.

Standard reports

Standard reports are provided as part of Explorer. Generate any of these reports and schedule them to run on a recurring basis. To learn about scheduling reports, see *Scheduling Explorer reports*.

Run Standard reports to get information about the potential security risks your company faces. Also see details about how users are accessing the internet, consuming bandwidth, and causing loss of productivity.

The logon is validated through the directory service. If no directory service is available, you will have to use the default Administrator logon of **WebsenseAdministrator** and the password that was set up to access the Policy Server in Websense Manager.

1. Go to the Reporting Tools Portal from the Windows Start menu:
Programs > Websense > Web Reporting Tools.

To access this page directly after installation:

- Launch Websense Manager and create a password.

Access to the Reporting Tools Portal is based on the Reporting roles created in Websense Manager. To learn about creating roles, see the *Websense Administrator's Guide*.

- After roles have been defined in Websense Manager, enter your network User Name and Password to access the Reporting Tools Portal. The Reporting Tools Portal provides access to:

2. Click **Websense Enterprise Explorer** to launch Explorer's main page.

3. Click **Standard Reports** at the top of the page. The following Standard Report selections are displayed.

Enterprise Explorer Standard Reports

Highest Activity Levels

- Which users have the most hits?
- Top 10 users for top 10 visited URLs
- Top 5 users' activity in Shopping, Entertainment, and Sports
- Top 5 URLs for the top 5 visited categories

Highest Bandwidth Consumption

- Which groups are consuming the most bandwidth
- Groups consuming most bandwidth in Streaming Media
- Detail URL report on users by Network Bandwidth Loss
- Top 10 groups for Bandwidth Premium Groups

Most Time Online

- Which users spent the most time online
- Users that spent the most time on Productivity PG sites

Most Blocked

- Which users were blocked most?
- Which sites were blocked most?
- Detail URL report on users who were blocked
- Top 10 blocked categories

Highest Security Risk

- Top categories posing a security risk
- Top users of P2P protocol
- Top users of Security Premium Group sites
- URLs for top 10 machines with spyware activity

Legal Liability

- Legal Liability Risk by Category
 - Top users in Adult categories
-

Multi-level Reporting

Run multiple levels of Reporting, comparing dimensions by using the top dimension (for example, users, categories, and URL hostname) and another dimension. This displays the top N where N represents another filter with a value starting at 5. Also select multiple rows for comparison or detail.

The screenshot shows the Explorer interface with the following configuration:

- Report Title:** Internet Use by: Risk Class
- Dimensions:** Risk Class (selected), Category (Shopping), Group (Productivity Loss)
- Database:** localhost \wslodb61a, 0.11Gb
- View:** One Day
- View from:** 2003-10-10 to: 2003-10-10
- Filter:** Select top 5 by User and Display 5 Results
- Search for:** URL Hostname

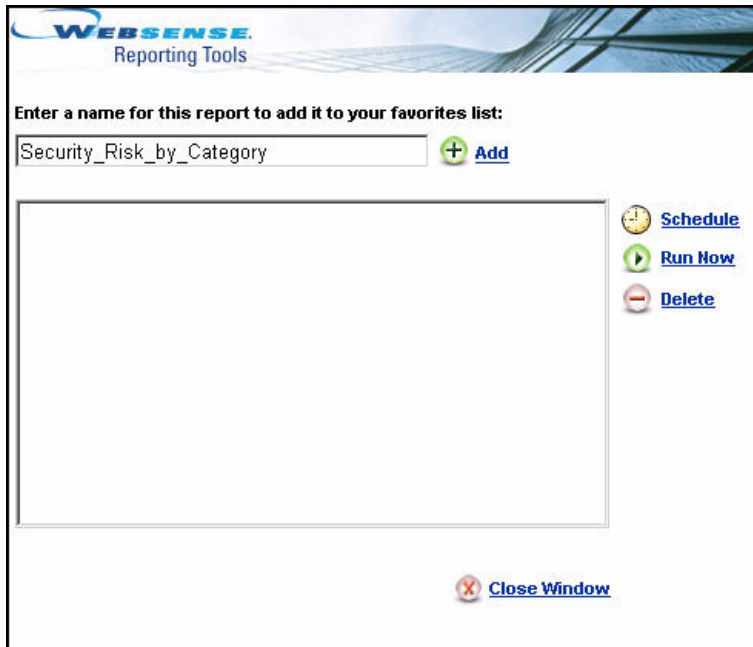
The results are displayed in a table with columns for Group, Hits, and User. The data is as follows:

Group	Hits	User
Development Algeria (664 total hits)		
	1) 318	Kisha Mermelstein [Mermelstein, Kisha]
	2) 94	Arica During [During, Arica]
	3) 64	Euna Anawaty [Anawaty, Euna]
	4) 52	Charlotte Farmwald [Farmwald, Charlotte]
	5) 36	Maritza Causley [Causley, Maritza]
	Subtotal:	564
Sales Australia (664 total hits)		
	1) 318	Kisha Mermelstein [Mermelstein, Kisha]

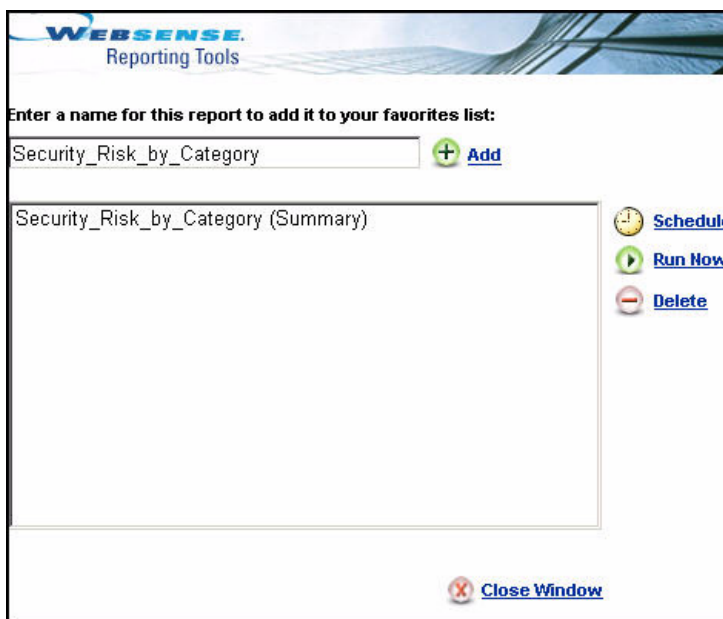
Favorite reports

When you have defined a report in Explorer that you would like to generate again, save it as a Favorite report. Click **Favorite Reports** at the top of the

page. Your report heading is displayed in the field directly above other favorite reports already saved.



Click **Add** to add this report to your Favorite Reports list.



Schedule up to 5 favorite reports in 1 job when scheduling favorites.

Reports have to be saved as Favorites before they can be scheduled.

Creating Favorite reports

When you have created a user-defined report in Explorer, you have the option to save the report as a Favorite report.

1. While in the flexible detail view for reports in Explorer, design your report by drilling down into various filtering choices on Explorer's Summary view. Click **Modify Report** to add or delete columns.

When you have finished choosing the criteria, reordering the columns, and sorting through the details to get the report you need, you are ready to save (create) a Favorite report.

2. Click **Favorite Reports** in the Explorer tool bar.
3. Name the new Favorite report by using the name that Explorer has assigned, or entering a different name unique to your reporting needs.

If you enter a name that already exists in the list of favorites, you will receive a message stating that the name already exists.

4. Click **Add to Favorite Reports**. Your new Favorite report is saved in the list of Favorite Reports.

Once your Favorite report is created, you can schedule it, delete it, or run it on demand. You can also go into the flexible detail view and modify the report to create a new Favorite report.

5. Click **Close**.

Generating Favorite reports

1. Click **Favorite Reports** in the Explorer tool bar.
2. Select a Favorite report from the list of Favorite Reports, and then:
 - Click **Run Now** to run the report immediately.
 - Click **Schedule** to schedule the report to run later or on a recurring basis.
3. Click **Close**.

Modifying Favorite reports

Rather than modify Favorite reports within Explorer, create a new Favorite report from an existing Favorite, and then save it as a new Favorite report.

1. Click **Favorite Reports** in the Explorer tool bar.
2. Run an existing Favorite report, make changes, and then save it as a Favorite report.
3. Click **Close**.

Deleting Favorite reports

1. Click **Favorite Reports** in the Explorer tool bar.
2. Select a Favorite Report from the list of saved Favorite Reports, and then click **Delete**.
3. Click **Close**.

Scheduling Favorite reports

- ◆ Schedule up to 5 Favorite Reports in 1 scheduled job.
- ◆ Schedule selected reports to run at a specific time on a repeated basis with the Scheduled Jobs feature. These reports can be emailed to selected recipients.

Outliers

- ◆ The Outliers report shows which employees have the most unusual internet activity in the database.
- ◆ Outliers are shown by hits, bandwidth, or browse time, depending on the choice made on the main page.
- ◆ Outlier variance is calculated as the standard deviation from the mean.
- ◆ Explorer calculates the average activity for all users per category, per day, per disposition, and per protocol, and displays the user activity that has the highest variance from the average.
- ◆ Click **View Outliers** in the upper right hand side of the main page to display outliers.

Statistical Outliers:
Risk Class
 -- Not Available --

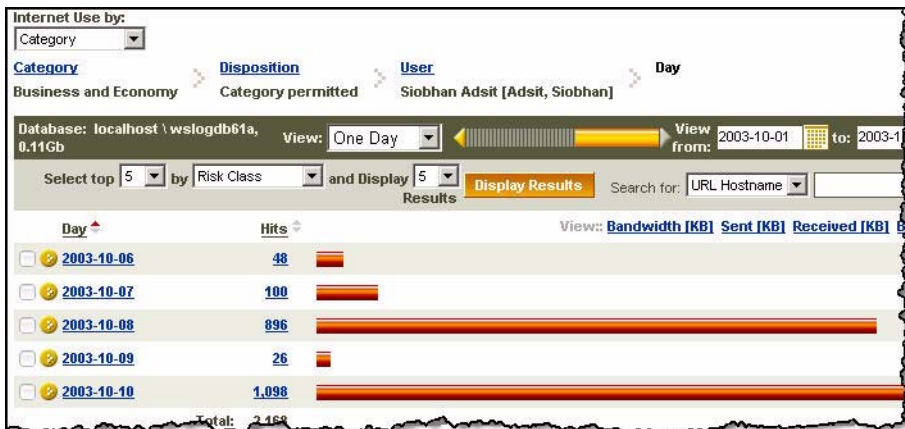
Hide Names

Database: localhost \wslogdb61a, Gb

Username	Category	Day	Disposition	Protocol	Hits	Average Hits	Variance Hits
Siobhan Adsit	Business and Economy	2003-10-10	Category permitted	HTTP	1090	90	4.03
Maritza Causley	Miscellaneous <i>Uncategorized</i>	2003-10-10	Category permitted	HTTP	270	41	3.41
Lizette Sheppard	Miscellaneous <i>Uncategorized</i>	2003-10-10	Category permitted	HTTPS	570	103	3.16
Siobhan Adsit	Information Technology <i>Search Engines and Portals</i>	2003-10-10	Category permitted	HTTPS	10	3	2.84
Siobhan Adsit	Information Technology <i>Search Engines and Portals</i>	2003-10-10	Category permitted	HTTP	362	67	2.76

- ◆ The rows are sorted in descending order with the highest variance shown first.
- ◆ For each row, the values (hits, bandwidth, or browse time) are shown for that user, for that category, on that day, resulting in that disposition, using that protocol.

- ◆ For each row, an Average is shown which is the average value (hits, bandwidth, or browse time) across users, for that category, on that day, resulting in that disposition, using that protocol.
- ◆ The Variance shows the outlier calculation as compared to the average.
- ◆ To see an individual user’s access in this category over time, click the user name.



In the example report, you can see if there was unusual activity by the user for a particular day. If the activity is excessively high for a day, this report will help you to compare the variance by comparing to the average.

- ◆ Narrow the Outliers report to a specific risk class, category, domain, user, group, day, disposition, protocol or source server IP. Drill down in Explorer’s main page to obtain a specific report before choosing the View Outliers link. The specific report choices underlined and shown in blue will be reflected in the Outliers report.

For example, to get a report on Outliers in the Travel category, select **Category** as a primary report choice. Then, drill down in any choice underneath Travel.



The Outliers report will be based on the Travel category.

Statistical Outliers:
Category
Travel
[Hide Names](#)

Database: localhost \wslogdb61a, Gb

Username	Category	Day	Disposition	Protocol	Hits	Average Hits	Variance Hits
Maritza Causley	Travel	2003-10-08	Category permitted	HTTP	2036	271	2.97
Destiny Parms	Travel	2003-10-09	Category blocked	HTTP	12	3	2.90
Trinity Herzberger	Travel	2003-10-08	Category blocked	HTTP	60	11	2.26
Brianna Markland	Travel	2003-10-07	Category permitted	HTTP	574	154	2.14
Katelin Crosley	Travel	2003-10-06	Category blocked	HTTP	16	5	1.86

User activity by day or month

This report shows activity for only 1 user at a time. Even if you have drilled down into other areas (such as category, risk class, or disposition), the User Activity by Day or Month only reflects the date and user.

User activity by day

See a more in-depth view of a specific user's activity.

The logon is validated through the directory service. If no directory service is available, you will have to use the default Administrator logon of **WebsenseAdministrator** and the password that was set up to access the Policy Server in Websense Manager.

1. Go to the Reporting Tools Portal from the Windows Start menu:
Programs > Websense > Web Reporting Tools.

To access this page directly after installation:

- Launch Websense Manager and create a password.

Access to the Reporting Tools Portal is based on the Reporting roles created in Websense Manager. To learn about creating roles, see the *Websense Administrator's Guide*.

- After roles have been defined in Websense Manager, enter your network User Name and Password to access the Reporting Tools Portal. The Reporting Tools Portal provides access to:

2. Click **Websense Enterprise Explorer** to access the Websense Enterprise Explorer page.

3. Select **User by Day/Month** at the top of the page. The User Detail by Day box appears.

User Detail by Day

User Detail by Day
Each hit for a selected user is displayed as an icon, which corresponds to a Websense database category. Each icon is color coded based on risk. Dark blue represents a very low risk and red represents a very high level.

1. Search for user:

13:15 [Icons: Music, Mail, Phone, etc.]

13:20 [Icons: Music, Mail, Phone, etc.]

13:25 [Icons: Music, Mail, Phone, etc.]

13:30 [Icons: Music, Mail, Phone, etc.]

User Detail by Month
Zoom out to user by month view and get an instant visual of what sort of activity took place each day of the month.

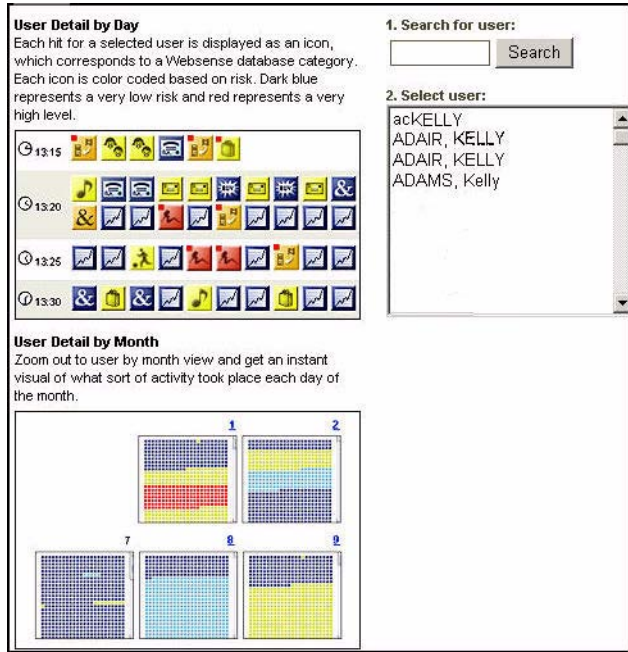
1 2

7 8 9

4. Enter a user's name, or a portion of the name, in the **Search for a user** field, and then click **Search**. For example, enter **kelly**.

If the user is not found in the database in the `user_name` table, an error message is displayed, stating that there are no names found containing `XXX`.

Otherwise, a list of up to 100 matching user names is displayed with a maximum of 10 entries listed in alphabetical order in the **Select desired user below** field.



5. Select a user from the list of matching entries found in field 2. When you select a user, the last date of that user’s activity is displayed, by default, in the **Select day you would like to view** field.
6. Leave the date as is, or enter a new date. Either type over the previous date or click the calendar icon to make a new date selection.

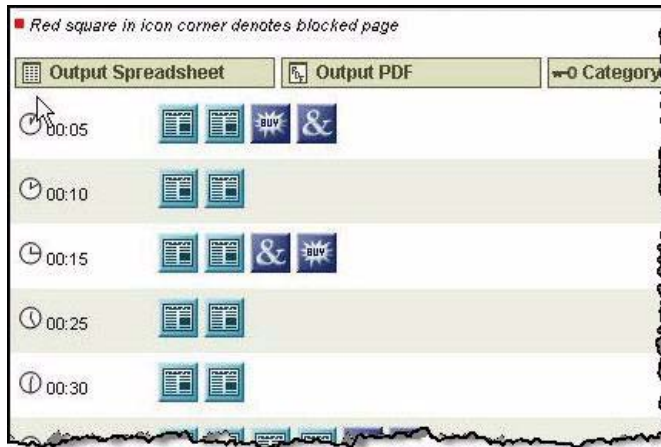


A calendar window displays, giving you the option to scroll through months and years to select a specific date for this user.

A list of available dates for this user is noted at the bottom of the calendar.

7. Make your date selection, and then close the calendar.

- Click **Go to User by Day**. If there is no user activity for that day, a blank report is displayed with only a top banner. Otherwise, the detail activity for that user is displayed. See [Database category](#) and [Category view](#) for information on the detail activity icons.



The timeline view shows the user's activity in 5-minute increments and the categories are represented by icons.

Each hit for a selected user is displayed as an icon, which corresponds to a Websense Master Database category. Each icon is color coded, based on risk. See [Database category](#) for the User Detail Color Key information and [Category view](#) for an example list of categories.

Database category

The Database Category legend provides a key to the visual cues about the risk levels displayed. The risk levels range from high risk to low risk.



Category view

At the Category View Control, select which categories to display and which categories to hide. The categories with a check mark in the check box will be displayed.

To see which categories are represented by which icon, click **Category View Control**.



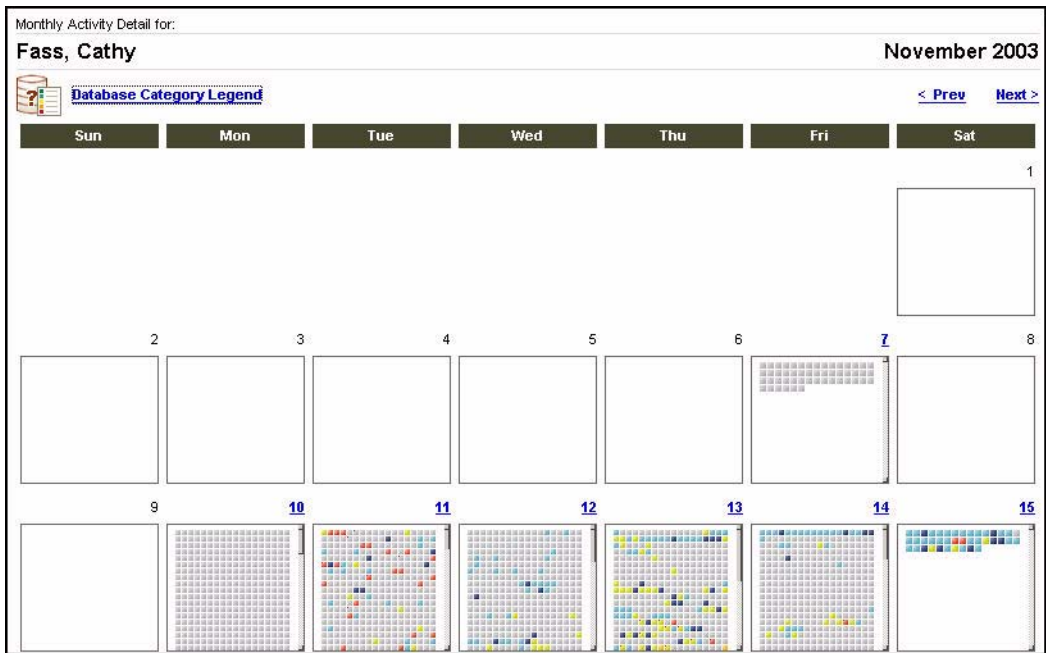
To hide a category, click inside the checkbox to remove the check mark, then click **Accept**.

User activity by month

While in the User Activity Detail report, see the monthly activity for that user. The following example looks at the monthly activity for Cathy Fass.

Click **User Activity Detail by Month** at the top of the Daily Activity Detail report.

The report is displayed in calendar format with the daily activity displayed in thumbnail categories.




Collapse the view

Click **Collapse** to hide hits that are similar. This algorithm hides hits that have occurred within a particular time threshold (default is 10 seconds) with the same base URL, category, and disposition. See the *Websense Reporting Administrator's Guide* for procedures on how to change the time threshold.

Collapse toggles back and forth with Expand. Click **Expand** see all the hits not restricted by the Category View Control.

To see the view in a column format, select **Table View**.

Daily Activity Detail for: **Fass, Cathy** On: **2003-11-10**  [User Activity Detail by Month](#)

■ Red square in icon corner denotes blocked page [< Previous Day](#) [Next Day >](#)

Output Spreadsheet Category View Control Collapse Detail View **Table View**

Date/Time	Category	Disposition	URL	Hits
2003-11-10 09:27:31	Business and Economy	Category Not Blocked	data.coremetrics.com	1
2003-11-10 09:29:38	Sports	Quota User Not Blocked	nfl.com	3
2003-11-10 09:31:29	News and Media	Category Not Blocked	www.twincities.com	5
2003-11-10 09:34:49	Productivity PG: Freeware and Software Download	Category Blocked	download.com.com	1
2003-11-10 09:35:11	Business and Economy	Category Not Blocked	56.0.194.103	9
2003-11-10 09:36:05	News and Media	Category Not Blocked	pqg.yahoo.com	1
2003-11-10 09:37:04	News and Media	Category Not Blocked	image.weather.com	1
2003-11-10 09:40:48	Productivity PG: Instant Messaging	Category Blocked	web.icq.com	1
2003-11-10 09:45:01	News and Media	Category Not Blocked	wisapidata.weatherbug.com	1
2003-11-10 09:46:13	Government	Category Not Blocked	134.186.4.204	2
2003-11-10 09:47:11	Business and Economy: Financial Data and Services	Category Not Blocked	finance.yahoo.com	1
2003-11-10 09:51:10	Productivity PG: Message Boards and Clubs	Category Blocked	groups.google.com	1
2003-11-10 09:53:39	Entertainment: MP3	Never Blocked	artists.mp3s.com	1
2003-11-10 09:53:56	News and Media	Category Not Blocked	interactive.wsj.com	1
2003-11-10 09:54:11	News and Media	Category Not Blocked	www.boston.com	10

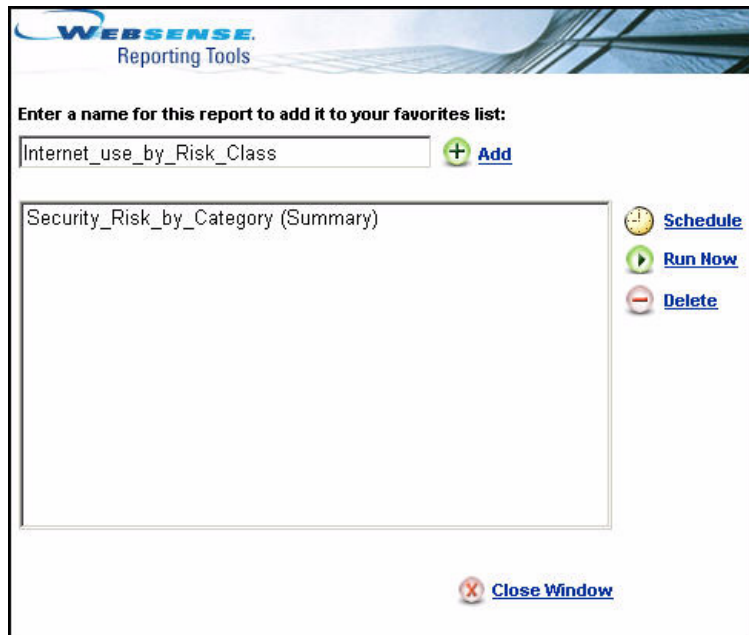
Scheduling Explorer reports

Schedule up to 5 Favorite Reports in 1 scheduled job. Reports can be generated at regular intervals and emailed to others.

First create the Favorite Report, and then schedule the report to run later.

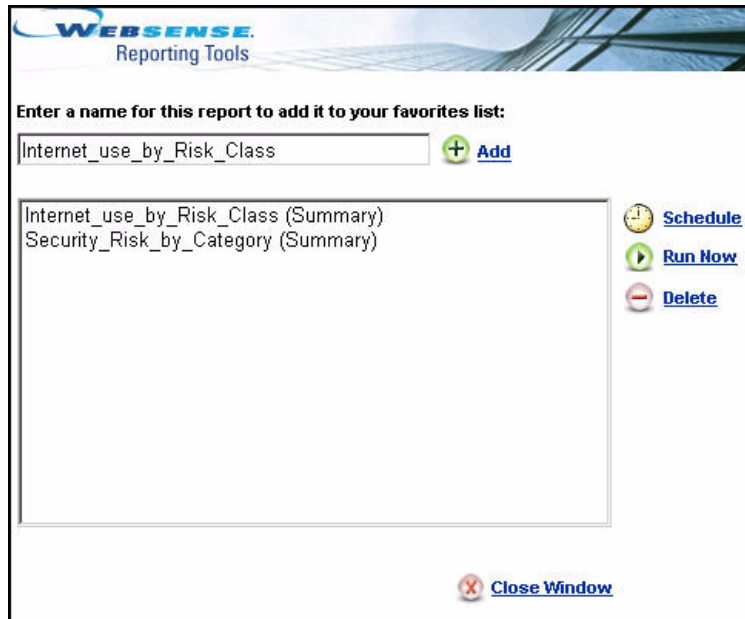
1. Create a Favorite Report in Explorer.

- a. Click **Favorite Reports** in the Explorer tool bar. The Favorite Reports dialog box appears.



- b. Name the new Favorite Report by using the name that Explorer has assigned, or enter a different name unique to your reporting needs. If you enter a name that already exists in the list of Favorite Reports, you will receive a message stating that the name already exists. Enter a different name, or use the assigned name.

- c. Click **Add**. Your new Favorite Report is saved in the list of Favorite Reports.



Once your Favorite Report is created, you can schedule it, delete it, or run it on demand.

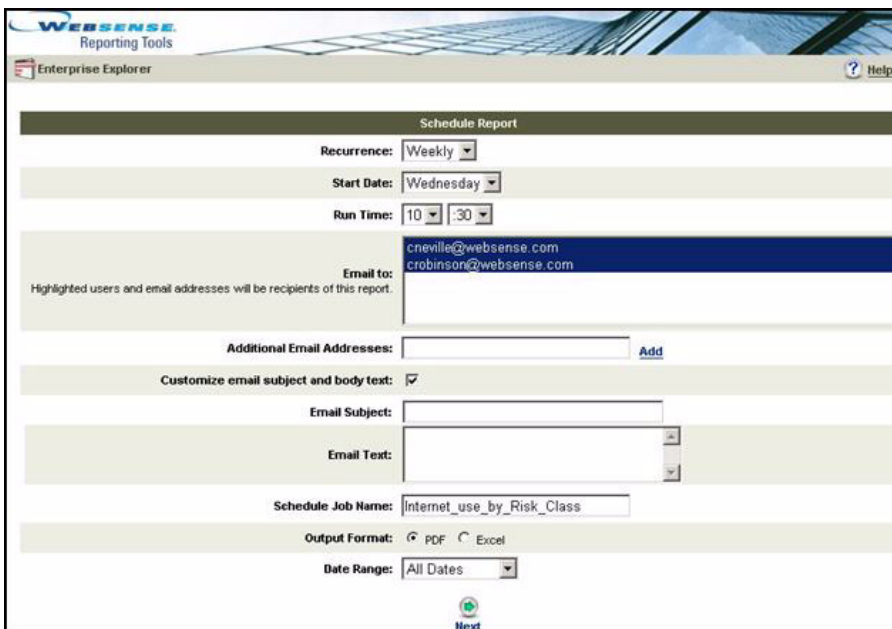
2. Scheduling the Favorite Report in Explorer.
 - a. Click **Favorite Reports** in the Explorer tool bar.
 - b. Select a favorite from the list of Favorites.
 - Click **Schedule** to schedule the report to run later or on a recurring basis.

Note

You can schedule up to 5 *Favorite Reports* in 1 scheduled job.

- Click **Run Now** to run the report immediately.
- Click **Close Window** to exit.

- c. Click **Schedule** to schedule the report. The Schedule Report dialog box appears.



Field	Description
Recurrence	Run this report: Once = 1 time only Daily = daily Weekly = every week Monthly = once a month
Start Date	The day the report is scheduled to run.
Run time	The time of day the report should run.
Email to	Highlight the email address(es) that should receive this report. If an email address is highlighted and you do not want a report sent to that address, click the address to deselect (unhighlight the selection). Press Shift+click to add a range of addresses, or press Ctrl+click to add specific email addresses within the list.

Field	Description
Additional Email Addresses	Add another or different email address to receive the report. Click Add to complete adding this email address. The email address is added to the Email list, and highlighted with the other selected email addresses.
Customize email subject and body text	Check this box to customize your email notification subject line and body text.
Email Subject	If you chose to customize your email subject and body text, enter the subject that is to appear on the email subject line.
Email Text	If you chose to customize your email subject and body text, enter the text of the message for your email notification.
Schedule Job Name	Name of the scheduled job.
Output Format	Report to display in: PDF = Portable Document Format (PDF) Excel = Microsoft Excel spreadsheet format
Date Range	All Dates = all available dates. Relative = all dates relative to the following: Select: <ul style="list-style-type: none"> • This (Day(s), Week(s), or Month(s)). • Last, Last 2, Last 3, Last 4, Last 5, or Last 6 (Day(s), Week(s), or Month(s)). Specific = specific date(s) or date range.

- d. Click **Next**. The Schedule Confirmation dialog box appears, confirming your scheduling choices.
- e. Click **Save** to save your selections or **Previous** to go back and update your selections.

Exporting Explorer Reports

Explorer report results can be exported to a Microsoft Excel spreadsheet or Portable Document Format (PDF) (either A4 or 8 1/2 X 11 inches in size).

Regardless of the output format, there is no formal page sequence, which does not affect page numbers within the report. Every 1,000 rows of results are processed, inserting a new page break with banner, title, and column headers.

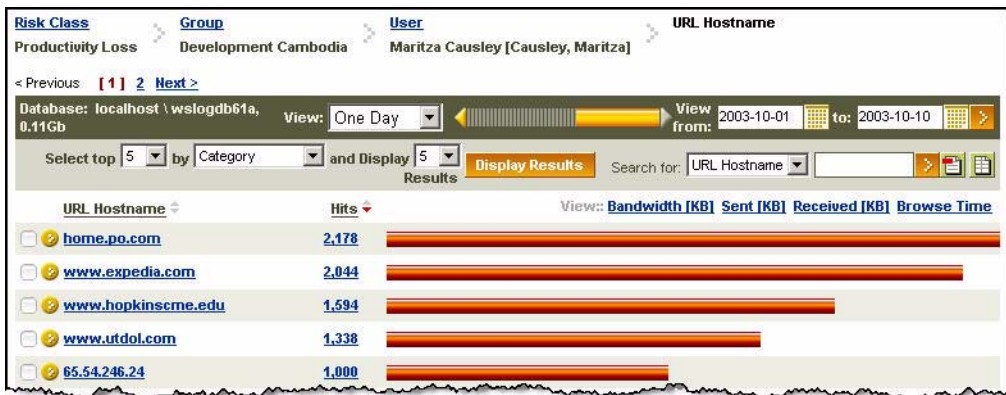
Output to spreadsheet

Export Explorer report results to a Microsoft Excel spreadsheet by choosing the **Output Spreadsheet** icon on the far right side of the page.



1. Define the report.

For example, the following report shows the URL Hostnames of the internet usage by Maritza Causley.



2. To produce an Excel file, click the **Output Spreadsheet** icon.



- Choose whether to Open the file, or Save it to your hard drive.

Note: You need to have Microsoft Excel installed on your system in order to view the Excel files.

Your Excel file should look similar to the following.

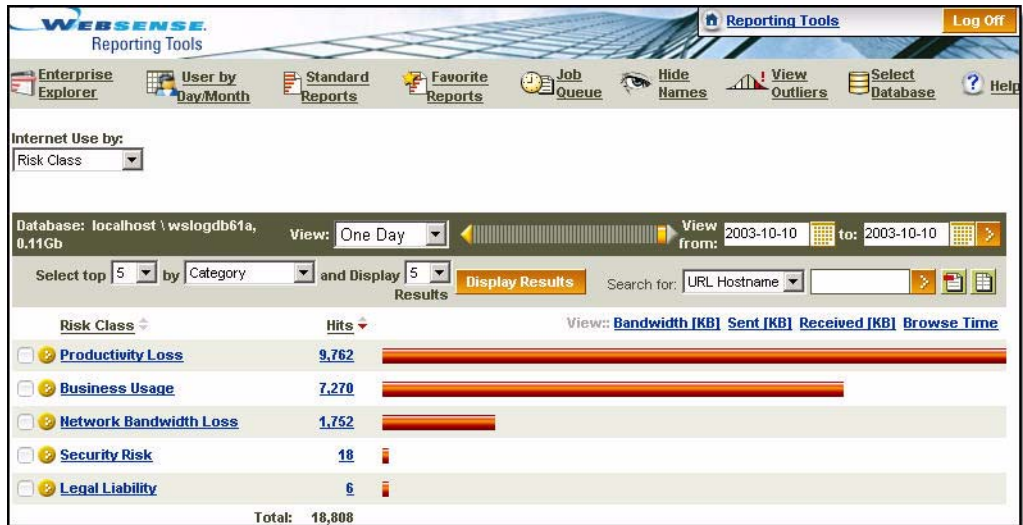
	A	B	C	D
	Risk Class: Productivity Loss > Group:			
	Development Cambodia > User: Maritza			
	Causley [Causley, Maritza] > URL			
1	Hostname [2003-10-01 >> 2003-10-10]			
2		URL	Hostname	Hits
3		home.po.com		2,178
4		www.expedia.com		2,044
5		www.hopkinscme.edu		1,594
6		www.utdol.com		1,338
7		65.54.246.24		1,000
8		www.bmgmusic.com		916
9		i.cnn.net		896
10		mix96tulsa.com		796
11		web3.po.com		680
12		www.facs.org		598
13		www.cinemark.com		588
14		www.fbcb.org		496
15		www.pdinet.org		470
16		sea1fd.sea1@hotmail.msn.com		462
17		www.overstock.com		444
18		www.dayspring.com		406
19		64.4.8.24		404
20		www.uptodate.com		348
21		www.cnn.com		320
22		webmail.aol.com		308
23		windowsmedia.com		290
24		www.kfshrc.edu.sa		290
25		www.fahc.org		250
26		64.4.14.24		206
27		64.4.22.24		192
28		www.rwa.com		184
29		hy2fd.hay2@hotmail.msn.com		178

Output to Portable Document Format (PDF)

Export Explorer report results to Portable Document Format (PDF) by choosing the **PDF Output** icon on the far right side of the page.



The following Summary View report shows the Risk Classes.



1. To produce a PDF of this report, click the **PDF Output** icon.



2. Choose whether to Open the file, Save As to your hard drive, or Print. For information on printing, see [Printing Explorer reports](#).

Your PDF file should look similar to the following.

Risk Class	Hits
Productivity Loss	9,762
Business Usage	7,270
Network Bandwidth Loss	1,752
Security Risk	18
Legal Liability	6
Total:	18,808

The default page size is Letter (8 1/2 X 11 inches in size), but can be modified in the `wse.ini` file settings. To modify the page size, see the *Reporting Administrator's Guide* or contact your Websense Administrator for help.

Printing Explorer reports

Print Explorer reports via the:

- ◆ Web browser print function by choosing **Print** from the File menu
- ◆ *Output to Portable Document Format (PDF)* option

Although Explorer reports have been set up to print more successfully than most web pages, you may want to test printing to check the result. You will find that as you design your own report, the column widths differ according to the detailed information included in the report. The page defaults to A4 if the report is wider than the 8 1/2 X 11 inches Letter size.

Page width is determined by:

- ◆ regular - portrait
- ◆ top N - portrait
- ◆ timeline - landscape

The content of the pages is either 7 1/2 inches or 10 inches wide. In the case of A4, the margins are slightly narrower but still within print range.

Column widths are specified in the `detail.xml` file and are associated with each dimension.

Reports in Real-Time Analyzer

Real-Time Analyzer (RTA) lets you drill down into internet access reports, and allows you to discover internet usage trends for your network. Also use RTA to visualize the effectiveness of the filtering policies in your organization. Use the information from RTA reports to help you fine-tune your internet usage policies.

Note

If you are a non-English user, you will need to update the default Encoding selection in your browser to view special characters in a URL.

For example, with the current default Encoding setting in your browser, a user in Spain will see the following URL WWW.ESPAÑA.COM as HTTP://WWW.ESPA±OM.

To update the default Encoding setting in your Microsoft Internet Explorer browser, go to **View > Encoding > Auto-Select**.

The topics discussed in this chapter are:

- ◆ *Using Real-Time Analyzer in your organization*
- ◆ *Accessing Real-Time Analyzer*
- ◆ *Trend reports*
- ◆ *Top reports*
- ◆ *Running detail reports*
- ◆ *System Statistics report*

Using Real-Time Analyzer in your organization

Some of the information that can be gathered on internet usage includes:

- ◆ The top 10 URLs currently being requested.

- ◆ How much bandwidth is being used and by which categories.
- ◆ The status of Websense; how it is working and effectively blocking sites and protocols.

Additionally, RTA reports on trends for individual users and lets you view system health and statistics for the RTA Server and Filtering Service.

When long-term reporting is required, run reports using Websense Enterprise Explorer.

Note

Real-Time Analyzer only views data that is associated with one Policy Server.

Data from all Policy Servers is collected in the database and viewed by Explorer or Reporter.

Accessing Real-Time Analyzer

Real-Time Analyzer (RTA) is a browser-based graphical user interface.

- ◆ To access RTA, go to the Reporting Tools Portal from the Windows Start menu: **Programs > Websense > Web Reporting Tools**.
- ◆ To access the Reporting Tools Portal directly after installation:
 - a. Launch Websense Manager and create a password.

Access to the Reporting Tools Portal is based on the Reporting roles created in Websense Manager. To learn about roles, see the *Websense Administrator's Guide*.
 - b. After roles have been defined in Websense Manager, enter your network User Name and Password to access the Reporting Tools Portal.

The logon is validated through the directory service. If no directory service is available, you will have to use the default Administrator logon of **WebsenseAdministrator** and the password that was set up to access the Policy Server in Websense Manager.

Starting Real-Time Analyzer

1. Click **Real-Time Analyzer** in the Reporting Tools Portal. The RTA window displays in a browser window and has 2 panes: the reports list in the left pane where you select reports, and the content pane.
2. Select the report you want to see from the list. The populated report appears in the content pane.

View data in a series of reports, as Filtering Service receives the data and passes it on to Log Server.

Note

Real-Time Analyzer will only display data received from filtering services associated with one Policy Server.

The main report types in RTA are:

- ◆ *Trend reports*
- ◆ *Top reports*
- ◆ *Running detail reports*
- ◆ *System Statistics report*

Trend reports

Compare data from various points in time to demonstrate patterns in internet usage. See the most recent data at the right side of the screen, and older data at the left. Find additional details about entries in Trend reports by clicking the hyperlinked data.

RTA processes transaction data as it is received. Trend reports display these accumulated transaction values within user-selected time intervals. As Trend reports process data for current, not-yet-complete time intervals, they use algorithms to project estimates of what the total byte values will be for the transaction data when the time interval is complete, and update the supporting data tables accordingly.

These projections may wind up being larger than the actual transaction values. If the report refresh rate occurs more frequently than the configured time

interval, or if the user manually requests a refresh of report data, RTA invokes its projection algorithms. The Bytes column for the Trend reports' data tables reflects the projected values.

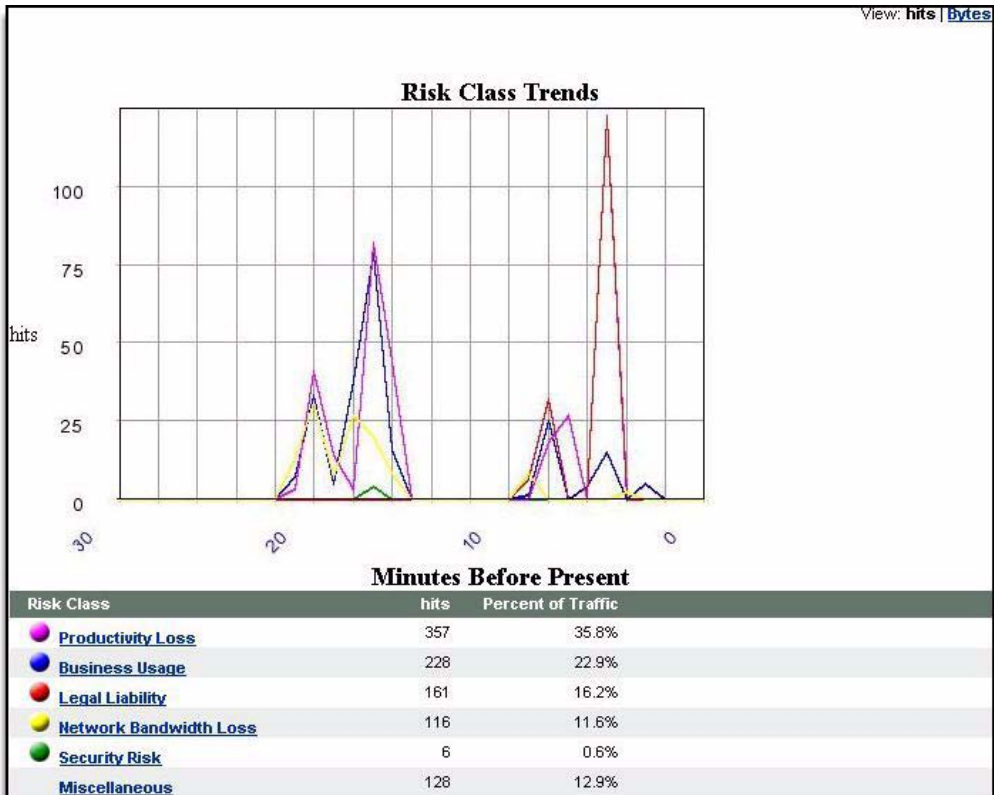
For example, you have the graph time configured for 1-minute intervals while the Protocol Trend report is displayed. An employee accesses a streaming media site and downloads a total of 400,000 bytes over a 20-second timespan that begins at the start of a new 1-minute time interval. RTA uses the bytes transferred, transaction duration, and currently-elapsed time interval values to estimate how many bytes will be transferred for that 1-minute time interval.

You then request a manual refresh before the end of the graph's current time interval. RTA maintains the current Y-axis values, but updates the data tables' Bytes column based on its calculated values. The graph plotting remains unchanged. Even though the user transferred 400,000 bytes, the projected value may actually appear as something much higher, such as 950,000 bytes. At the conclusion of the 1-minute time interval, RTA replaces the projected table values with actual values.

All Trend reports let you view information either by visit and hit data or by bytes using the Visits/Bytes selections in the upper right corner of the appropriate page.

- ◆ Click **Visits** to view visit and hit information (if you opted to retain hit details).

- ◆ Click **Bytes** to view byte details.



Risk Class Trends by hits

Risk Class Trends report

Categories in the Websense Master Database are grouped into Risk Classes, which are associated with the sites in the Websense Master Database.

To modify Risk Classes, see the *Websense Administrator's Guide*.

The Risk Class Trends report shows historical information regarding major areas of concern to an organization. The report can readily demonstrate the risks proposed when users visit internet sites.

Note

Totals on the Risk Class Trends report may be different than those reflected on other reports. Because a category can be a member of multiple Risk Classes, it may appear more than once. Access the *System Statistics report* for accurate grand totals.

The Risk Class Trends report formats are:

- ◆ **Risk Class Trends by Bytes:** Shows trends in bandwidth according to Risk Class.
- ◆ **Risk Class Trends by Visits:** Shows trends in number of visits by Risk Class.
- ◆ **Risk Class Trends by Hits:** Shows trends in number of hits by Risk Class.

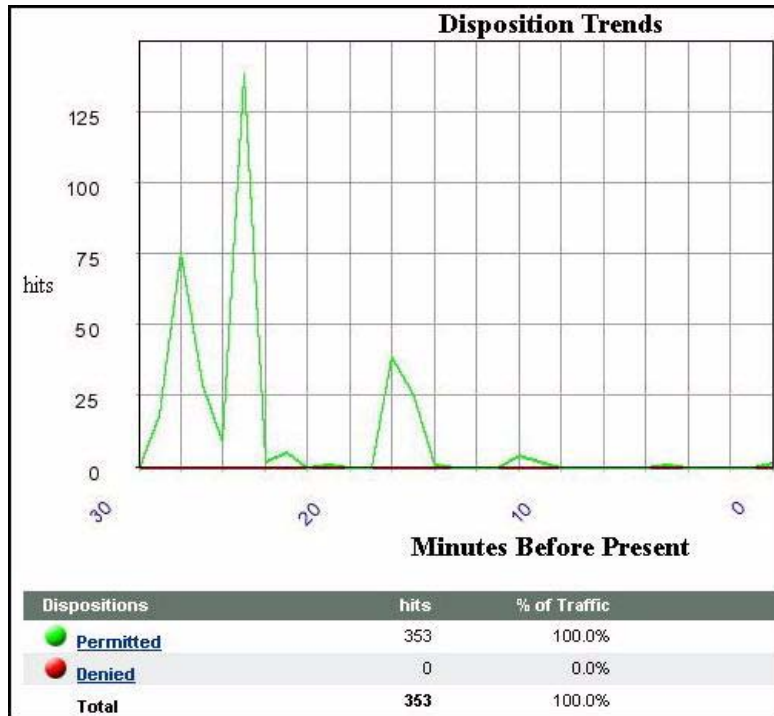
Click a Risk Class link to view the URLs and other details.

Getting detailed information about bandwidth usage

To create a list of the sites of the destinations accessed that use valuable bandwidth and to see the percentage of traffic causing the problem, run the Risk Class Trends report and review any results that fall within the Bandwidth value class.

Disposition Trends report

Demonstrates historical information about the status of internet requests.



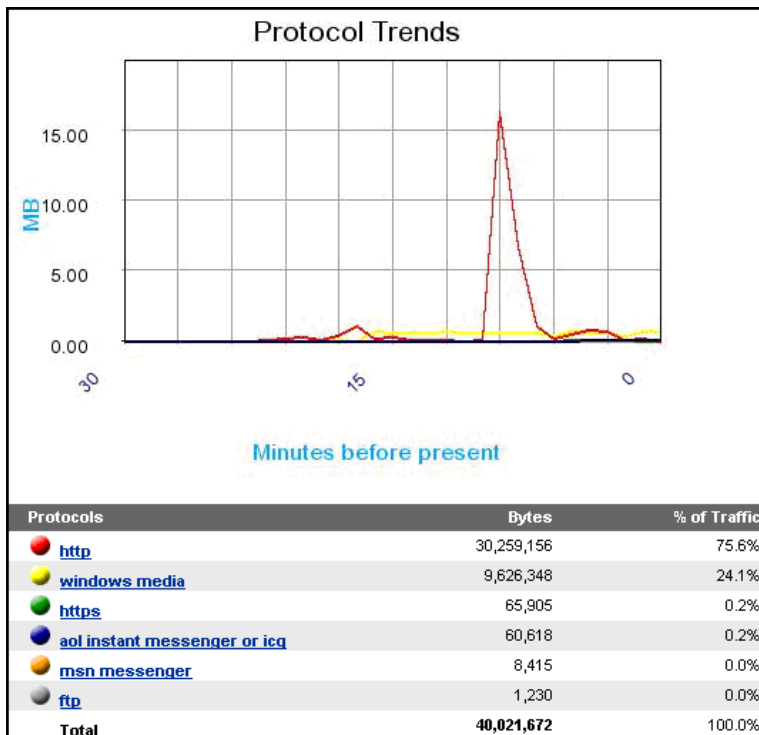
Disposition Trends by hits

The Disposition Trends report formats are:

- ◆ **Disposition Trends by Bytes:** Shows trends in bandwidth by disposition.
- ◆ **Disposition Trends by Visits:** Shows trends in number of visits by disposition.
- ◆ **Disposition Trends by Hits:** Shows trends in number of hits by disposition.

Protocol Trends report

Shows historical information about traffic grouped by protocol.



Protocol Trends

The Protocol Trends report formats are:

- ◆ **Protocol Trends by Bytes:** Shows trends in bandwidth by protocol.
- ◆ **Protocol Trends by Visits:** Shows trends in number of visits by protocol.
- ◆ **Protocol Trends by Hits:** Shows trends in number of hits by protocol.

This report uses algorithms to estimate the number of bytes for a given transaction. When a transaction starts, RTA checks the number of bytes being transferred, and then estimates how many bytes will be transferred for that time interval. When the time interval is complete, RTA inserts the actual value. As a result, you may see values on the Y-axis that differ from the values in the tabular display portion of the report during this period.

For example, you set the time interval to 1 minute. An employee accesses a streaming media site. During the first 5 seconds, the transfer is 400,000 bytes. RTA uses this value to calculate how many bytes will be transferred at that rate in the space of 1 minute, and places that value on the Y-axis. The value at the end of the 1-minute time interval will be accurate, and the Y-axis and the tabular display values will be the actual values that RTA recorded.

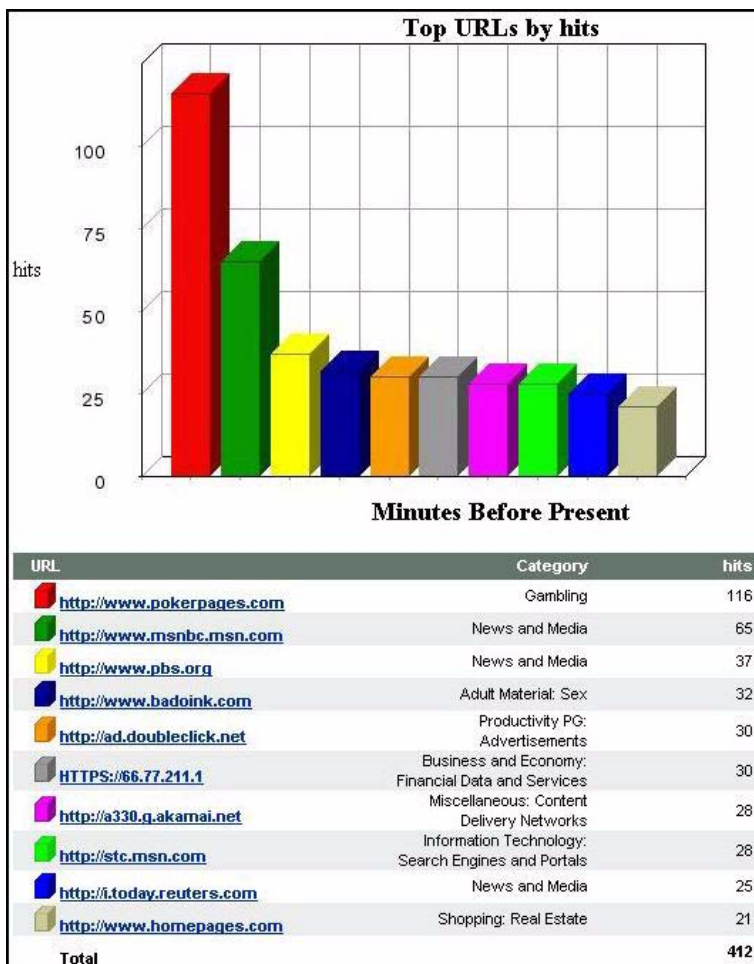
Top reports

Display either the most commonly-accessed URLs or categories, or the users who access the internet most.

To drill down and find more information about entries in Top reports, click the hyperlinked data within those entries.

Top URLs report

Shows URLs with the highest number of visits or bytes transferred. The categories into which the URLs fall also appear in the report.



Top URLs by hits

Create a list of the URLs that users are visiting most often

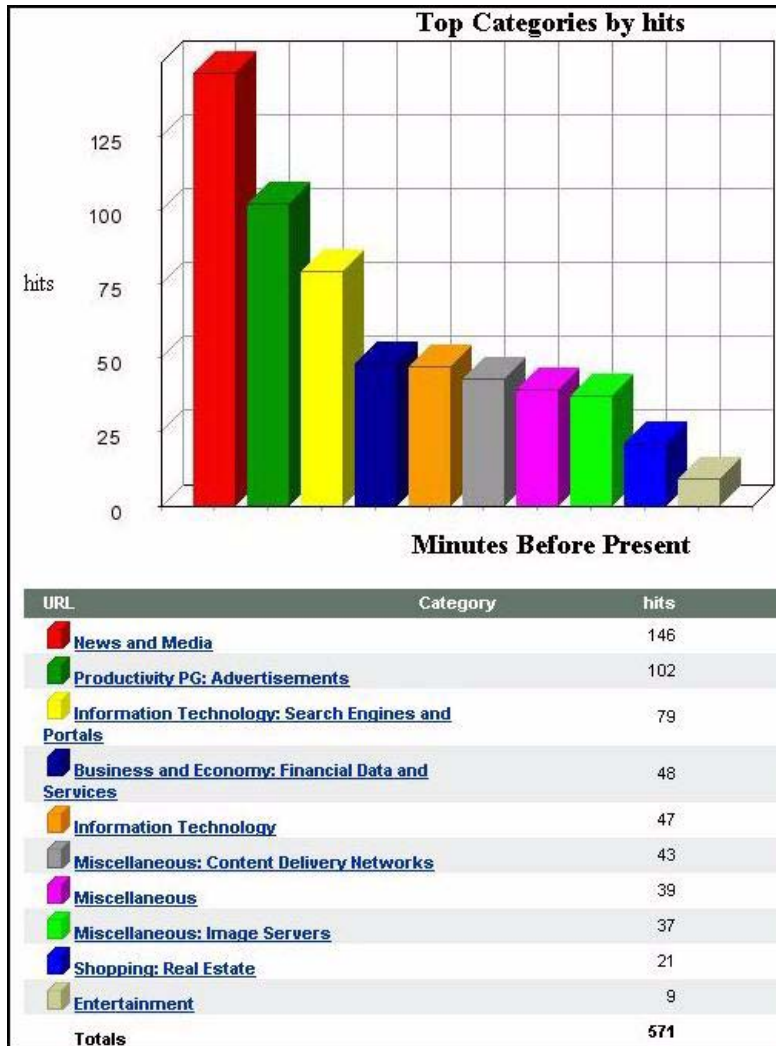
Click **Top URLs** in the list of reports. The formats include:

- ◆ **Top URLs by Bytes:** Shows the URLs consuming the most bandwidth.

- ◆ **Top URLs by Visits:** Shows the URLs receiving the most visits.
- ◆ **Top URLs by Hits:** Shows the URLs receiving the most hits.

Top Categories report

Shows a chart of the URL categories that are most often requested.



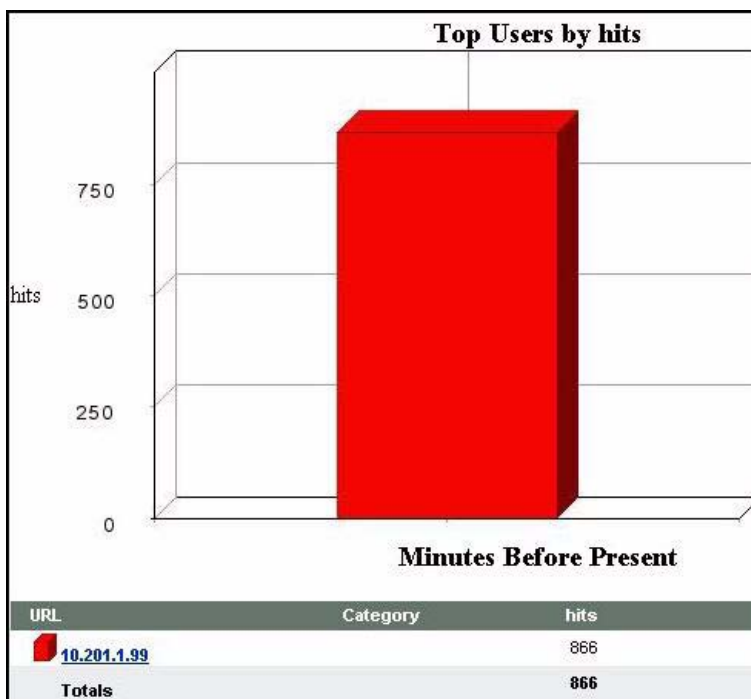
Top Categories by hits

The Top Category report formats are:

- ◆ **Top Categories by Bytes:** Shows the categories with the highest number of bytes transferred (most bandwidth consumed).
- ◆ **Top Categories by Visits:** Shows the categories receiving the most visits.
- ◆ **Top Categories by Hits:** Shows the categories receiving the most hits.

Top Users report

Shows the number of visits or amount of bytes transferred by the users who access the internet most often.



Top Users by hits

Identify employees who use the internet most

Create a list of the users who spend the most time accessing the internet by running the Top Users report. Click the information for each user to drill down and view specific information about category, destination, and URLs.

To run the report, click **Top Users** in the list of reports. The formats include:

- ◆ **Top Users by Visits:** Shows the users who generated the most visits.

- ◆ **Top Users by Bytes:** Shows the users consuming the highest levels of bandwidth through internet access.
- ◆ **Top Users by Hits:** Shows the users who made the most hits.

Running detail reports

The Running Detail report displays specific access information (hits or visits) for each user. By default, the report includes the last 20 records and can display up to 999 records.

Click **Running Detail** in the list of reports, or click on the hyperlinked data within the entries listed in the other available reports.

Detail View				
Last %d records				
<input checked="" type="checkbox"/> Records shown with this image are visits				
Display all hits				
Time	User	URL	Category	Disposition
<input checked="" type="checkbox"/> 7/11/2006 2:21:54 AM	10.201.1.99	http://hc2.humanclick.com	Information Technology: Search Engines and Portals	Category permitted
<input checked="" type="checkbox"/> 7/11/2006 2:21:24 AM	10.201.1.99	http://hc2.humanclick.com	Information Technology: Search Engines and Portals	Category permitted
<input checked="" type="checkbox"/> 7/11/2006 2:20:54 AM	10.201.1.99	http://hc2.humanclick.com	Information Technology: Search Engines and Portals	Category permitted
<input checked="" type="checkbox"/> 7/11/2006 2:20:53 AM	10.201.1.99	http://www.pokerpages.com	Gambling	Category permitted
<input checked="" type="checkbox"/> 7/11/2006 2:20:52 AM	10.201.1.99	http://hc2.humanclick.com	Information Technology: Search Engines and Portals	Category permitted
<input checked="" type="checkbox"/> 7/11/2006 2:20:52 AM	10.201.1.99	http://www.pokerpages.com	Gambling	Category permitted
<input checked="" type="checkbox"/> 7/11/2006 2:20:52 AM	10.201.1.99	http://www.pokerpages.com	Gambling	Category permitted
<input checked="" type="checkbox"/> 7/11/2006 2:20:52 AM	10.201.1.99	http://www.pokerpages.com	Gambling	Category permitted
<input checked="" type="checkbox"/> 7/11/2006 2:20:52 AM	10.201.1.99	http://www.pokerpages.com	Gambling	Category permitted
<input checked="" type="checkbox"/> 7/11/2006 2:20:51 AM	10.201.1.99	http://www.pokerpages.com	Gambling	Category permitted
<input type="checkbox"/> 7/11/2006 2:20:51 AM	10.201.1.99	http://www.pokerpages.com	Gambling	Category permitted

Running Detail view by visits

The following information is available:

- ◆ Date and time
- ◆ User name or IP address
- ◆ URL or protocol name
- ◆ Websense and custom categories

- ◆ Disposition
- ◆ Hit data
 - Click **Display all hits** to include hit details and visits. The visits are indicated by a gold-colored V icon. (The link text changes to **Display only visits**.)
- ◆ Visits data
 - Click **Display only visits** to show only visits. (The link text changes back to **Display all hits**.)

Note

Running Detail reports reflect the most recently-logged hits at a given moment in time. If you display all hits, and then view details (for example, for a user or protocol) a few minutes later, the resulting number of hits may not match the initial report. This is because some hit records may have expired in the interim.

Mitigate this situation by increasing the values for the RTA settings **Number of past entries to show in a Running Detail report** and **Maximum detail records to keep**. Use the **RTA Settings** link to access and edit these settings (described in the *Websense Reporting Administrator's Guide, Configuring Real-Time Analyzer Settings*).

System Statistics report

Provides detailed information about the specifications and health of the system where RTA is installed, and about Filtering Service.

System Statistics	
Real-Time Analyzer	Value
Real-Time Analyzer cpu utilization:	0.0%
Physical memory used systemwide:	54.0%
Real-Time Analyzer running since:	9/22/2005 9:16:06 AM
Total hits in memory:	0 hits
Total hits logged:	0 hits
Total visits in memory:	0 visits
Total visits logged:	0 visits
Total free physical memory:	239.7 MB
Total physical memory:	527.9 MB
Real-Time Analyzer running for:	0:03:56 h:m:s
Filtering Service	Value
Filtering Service average response time:	24.4 ms
Filtering Service peak response time:	141.0 ms
Filtering Service:	LAB339NT (10.201.1.47)
Filtering Service cpu utilization:	0.0%
Last successful database download:	9/22/2005 8:45:58 AM
Total bandwidth:	0 bps
Total block pages sent:	0 block pages
Filtering Service memory usage:	97.5 MB
Filtering Service running for:	4w 2d 14:00:33 h:m:s

System Statistics report for RTA and Filtering Service

Information about system health

To view system information and to determine the activity level of the Real-Time Analyzer machine, run the System Statistics report.

Click **System Statistics** in the list of reports. The following information is available:

Real-Time Analyzer statistics

The first section of the report contains:

- ◆ **Real-Time Analyzer CPU Utilization:** The percentage of time the RTA service used CPU since it was started. This value is constantly updated as the system uses CPU.
- ◆ **Physical memory used systemwide:** The amount of physical memory in use by RTA and all other processes.
- ◆ **Real-Time Analyzer running since:** The date and time the Real Time Analyzer service was started.
- ◆ **Total hits in memory:** The total number of hits in memory recorded for each entry for every single file that has been requested from the time RTA was started, including graphic images and advertisements.
- ◆ **Total hits logged:** The total number of hits, which records an entry for every single file requested by the system from the time RTA was started, including graphic images and advertisements.
- ◆ **Total visits in memory:** The total number of visits in memory (which includes separate internet access for each web page generated by a URL request) from the time RTA was started.
- ◆ **Total visits logged:** The total number of visits recorded by the system from the time RTA was started.
- ◆ **Total free physical memory:** The total physical memory available for use, measured in megabytes (MB).
- ◆ **Total physical memory:** The total physical memory installed on the RTA server, measured in MB.
- ◆ **Real-Time Analyzer running for:** The length of time in hours, minutes, and seconds for which the Real Time Analyzer has been running.

Filtering Service statistics

The second half of the report displays:

- ◆ **Filtering Service average response time:** The average time, measured in milliseconds, that it took Filtering Service to respond to a request.
- ◆ **Filtering Service peak response time:** The time, measured in milliseconds, that it took Filtering Service to respond during the busiest period.
- ◆ **Filtering Service:** The Filtering Service IP address and machine name, if any.

- ◆ **Filtering Service cpu utilization:** The percentage of time Filtering Service used CPU since the time it was started. This value is constantly updated as the system uses CPU.
- ◆ **Last successful database download:** The date and time the last database download occurred.
- ◆ **Total Bandwidth:** The total amount of bandwidth, measured in megabytes (MB), consumed by all users per second.
- ◆ **Total block pages sent:** The total number of block pages displayed in response to internet requests.
- ◆ **Filtering Service memory usage:** The amount of memory, measured in MB, used by Filtering Service.
- ◆ **Filtering Service running for:** The length of time Filtering Service has been running, in hours, minutes, and seconds.

Changing the Database

There is no migration path from previous database schemas to the v6.3.x database schema. However, Explorer users can connect to the old database schema to run reports on older data in the v6.1.x and v6.2 databases.

To make sure the database is attached to the database engine, see the Microsoft documentation for details on how to attach a database.

Explorer connection to a database

After the Explorer installation, the default connection will be made to the same database to which Log Server is logging. A custom connection can be made by supplying the database name, location, user name, and password for the database. When using a trusted Windows connection, the user name and password are not used.

At any time, you can change the database that Explorer uses to run reports.

To access this page directly after installation:

- ◆ Launch Websense Manager and create a password.

Access to the Reporting Tools Portal is based on the Reporting roles created in Websense Manager. To learn about creating roles, see the *Websense Administrator's Guide*.

- ◆ After roles have been defined in Websense Manager, enter your network User Name and Password to access the Reporting Tools Portal.

The logon is validated through the directory service. If no directory service is available, you will have to use the default Administrator logon of **WebsenseAdministrator** and the password that was set up to access the Policy Server in Websense Manager.

1. Go to **Programs > Websense > Web Reporting Tools**.
2. When the Reporting Tools menu opens, click **Websense Enterprise Explorer**. The Websense Enterprise Explorer Main Page appears.
3. Click **Settings** to open the Explorer Settings page.

4. Choose the new method of database connection, based on your available choices.
If Explorer is installed on a different machine than Log Server, your only option will be to make a custom selection.
See detailed field descriptions in on-line Help.
5. Click **Save Settings** to complete the database connection change.
If you have entered valid information, a message displays stating that you have successfully changed the database.
If you have not entered valid information, a message displays that says it could not connect to a database.
Make sure you entered a valid user ID and password, and correct machine and database names. Also check for a typing error.
6. Click **Enterprise Explorer** at the top left to go back to Explorer.

APPENDIX A | User Settings

The administrator designates user settings in Settings on the Reporting Tools Portal, including the SMTP server (email server), to be used by users to email reports and job notifications.

Note

Make sure your email system administrator has set a large enough email size limit. Otherwise, some large reports may not be delivered properly via email.

User Settings are accessed via **Settings** on the Reporting Tools Portal page.



1. Open the **Reporting Tools** portal, and then click **Settings** in the top right hand corner. The User Input dialog box appears.

Home > User Settings

User Input

User Name: WebsenseAdministrator

Email Address:

SMTP Server Name:

Inactivity timeout in minutes:

Number of failed logins before lockout:

Lockout time interval:

Self Reporting Allow Self Reporting (Enterprise Explorer ONLY)

Save

2. The **User Name** is displayed.
3. Enter the **Email Address** from which email notifications are to be sent.
4. Enter the **SMTP Server Name** that will be used to email reports and job notifications.
5. The **Inactivity timeout in minutes** field has a default time out of 20 minutes for an inactive session and can be edited as needed.
6. The **Number of failed logins before lockout** field has a default of 10 failed login attempts before an unauthorized user is locked out of the login screen and can be edited as needed.
7. The **Lockout time interval** field has been set to 20 minutes and can be edited as needed.
8. Check **Self Reporting** to allow users to self report in Websense Enterprise Explorer.
9. Click **Save** to update the User Settings.

APPENDIX B | Risk Classes

The Websense Master Database organizes internet sites (by IP addresses and their associated URLs) into 1 of approximately 90 major categories and subcategories.

Categories in the Websense Master Database are classified into groups known as Risk Classes. Risk Classes help to classify Websense categories into more measurable groups and help you measure how employees' internet use can be classified into levels of risk. Risk Classes include: Legal Liability, Network Bandwidth Loss, Security Risk, Productivity Loss, and Business Usage.

Most Websense categories have been associated with a potential risk, and are identified in a specific Risk Class. Some categories are in more than 1 Risk Class.

This is the list of current Risk Classes of internet activity and a brief description of each.

	Network Bandwidth Loss	Legal Liability	Productivity Loss	Security Risk	Business Usage
Abortion			•		
Pro-Choice			•		
Pro-Life			•		
Adult Material		•			
Adult Content		•			
Lingerie and Swimsuit		•			
Nudity		•			

	Network Bandwidth Loss	Legal Liability	Productivity Loss	Security Risk	Business Usage
Sex		•			
Sex Education			•		
Advocacy Groups			•		
Bandwidth PG Manages Access to:	•				
Internet Radio and TV	•		•		
Internet Telephony	•				
Peer-to-Peer File Sharing	•		•	•	
Personal Network Storage and Backup	•				
Streaming Media	•		•		
Business and Economy					•
Financial Data and Services					•
Drugs			•		
Abused Drugs			•		
Marijuana			•		
Prescribed Medications			•		
Supplements and Unregulated Compounds			•		

	Network Bandwidth Loss	Legal Liability	Productivity Loss	Security Risk	Business Usage
Education			•		
Cultural Institutions			•		
Educational Institutions			•		
Educational Materials					•
Reference Materials					•
Entertainment			•		
MP3	•		•		
Gambling		•	•		
Games			•		
Government					•
Military					•
Political Organizations			•		
Health			•		
Illegal or Questionable		•			
Information Technology					•
Computer Security					•
Hacking		•		•	
Proxy Avoidance		•		•	
Search Engines and Portals					•

	Network Bandwidth Loss	Legal Liability	Productivity Loss	Security Risk	Business Usage
URL Translation Sites					♦
Web Hosting			♦		
Internet Communication			♦		
Web Chat			♦		
Web-based Email			♦		
Job Search			♦		
Militancy and Extremist		♦			
Miscellaneous					
Content Delivery Networks					
Dynamic Content					
File Download Servers					
Image Servers					
Images (Media)					
Network Errors					
Private IP Addresses					
Uncategorized					
News and Media			♦		
Alternative Journals			♦		
Non-HTTP					

	Network Bandwidth Loss	Legal Liability	Productivity Loss	Security Risk	Business Usage
Productivity PG Manages Access to:			•		
Advertisements	•				
Freeware and Software Download	•		•	•	
Instant Messaging			•		
Message Boards and Clubs			•		
Online Brokerage and Trading			•		
Pay-to-Surf			•		
Security PG Blocks Access to:				•	
Sites associated to: <ul style="list-style-type: none"> •Keyloggers •Malicious websites •Phishing and other frauds •Spyware 				•	
Malicious Mobile Code				•	
Racism and Hate		•			
Religion			•		

	Network Bandwidth Loss	Legal Liability	Productivity Loss	Security Risk	Business Usage
Non-Traditional Religions and Occult and Folklore			♦		
Traditional Religions			♦		
Shopping			♦		
Internet Auctions			♦		
Real Estate			♦		
Social Organizations			♦		
Professional and Worker Organizations			♦		
Service and Philanthropic Organizations			♦		
Social and Affiliation Organizations			♦		
Society and Lifestyles			♦		
Alcohol and Tobacco			♦		
Gay or Lesbian or Bisexual Interest			♦		
Hobbies			♦		
Personal websites			♦		

	Network Bandwidth Loss	Legal Liability	Productivity Loss	Security Risk	Business Usage
Personals and Dating			•		
Restaurants and Dining			•		
Special Events			•		
Sports			•		
Sport Hunting and Gun Clubs			•		
Tasteless		•			
Travel			•		•
User-Defined					
Vehicles			•		•
Violence		•			
Weapons		•			

The following table shows how the Risk Classes map to categories. This mapping between Risk Classes and categories can be changed in Websense Manager.

	Network Bandwidth Loss	Legal Liability	Productivity Loss	Security Risk	Business Usage
Abortion			•		
Pro-Choice			•		
Pro-Life			•		
Adult Material		•			

	Network Bandwidth Loss	Legal Liability	Productivity Loss	Security Risk	Business Usage
Adult Content		♦			
Lingerie and Swimsuit		♦			
Nudity		♦			
Sex		♦			
Sex Education			♦		
Advocacy Groups			♦		
Business and Economy					♦
Financial Data and Services					♦
Drugs			♦		
Abused Drugs			♦		
Marijuana			♦		
Prescribed Medications			♦		
Supplements and Unregulated Compounds			♦		
Education			♦		
Cultural Institutions			♦		
Educational Institutions			♦		

	Network Bandwidth Loss	Legal Liability	Productivity Loss	Security Risk	Business Usage
Educational Materials					♦
Reference Materials					♦
Entertainment			♦		
MP3	♦		♦		
Gambling		♦	♦		
Games			♦		
Government					♦
Military					♦
Political Organizations			♦		
Health			♦		
Illegal or Questionable		♦			
Information Technology					♦
Computer Security					♦
Hacking		♦		♦	
Proxy Avoidance		♦	♦	♦	
Search Engines and Portals					♦
URL Translation Sites					♦

	Network Bandwidth Loss	Legal Liability	Productivity Loss	Security Risk	Business Usage
Web Hosting			♦		
Internet Communication			♦		
Web Chat			♦		
Web-based Email			♦		
Job Search			♦		
Militancy and Extremist		♦			
Miscellaneous					
Content Delivery Networks					
Dynamic Content					
File Download Servers					
Image Servers					
Images (Media)					
Network Errors					
Private IP Addresses					
Uncategorized					
News and Media			♦		

	Network Bandwidth Loss	Legal Liability	Productivity Loss	Security Risk	Business Usage
Alternative Journals			•		
Non-HTTP					
Premium Group I Websense Security Filtering Manages Access to:			•		
Advertisements	•				
Freeware and Software Download	•		•	•	
Instant Messaging			•		
Message Boards and Clubs			•		
Online Brokerage and Trading			•		
Pay-to-Surf			•		
Premium Group II Websense Security Filtering Manages Access to:	•				
Internet Radio and TV	•		•		

	Network Bandwidth Loss	Legal Liability	Productivity Loss	Security Risk	Business Usage
Internet Telephony	♦				
Peer-to-Peer File Sharing	♦		♦	♦	
Personal Network Storage and Backup	♦				
Streaming Media	♦		♦		
Premium Group III Websense Security Filtering Blocks Access to:				♦	
Sites associated to: ♦Keyloggers ♦Malicious websites ♦Phishing and other frauds ♦Spyware				♦	
Malicious Mobile Code				♦	
Racism and Hate		♦			
Religion			♦		

	Network Bandwidth Loss	Legal Liability	Productivity Loss	Security Risk	Business Usage
Non-Traditional Religions and Occult and Folklore			•		
Traditional Religions			•		
Shopping			•		
Internet Auctions			•		
Real Estate			•		
Social Organizations			•		
Professional and Worker Organizations			•		
Service and Philanthropic Organizations			•		
Social and Affiliation Organizations			•		
Society and Lifestyles			•		
Alcohol and Tobacco			•		
Gay or Lesbian or Bisexual Interest			•		
Hobbies			•		

Appendix B: Risk Classes

	Network Bandwidth Loss	Legal Liability	Productivity Loss	Security Risk	Business Usage
Personal websites			♦		
Personals and Dating			♦		
Restaurants and Dining			♦		
Special Events			♦		
Sports			♦		
Sport Hunting and Gun Clubs			♦		
Tasteless		♦			
Travel			♦		♦
User-Defined					
Vehicles			♦		♦
Violence		♦			
Weapons		♦			

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