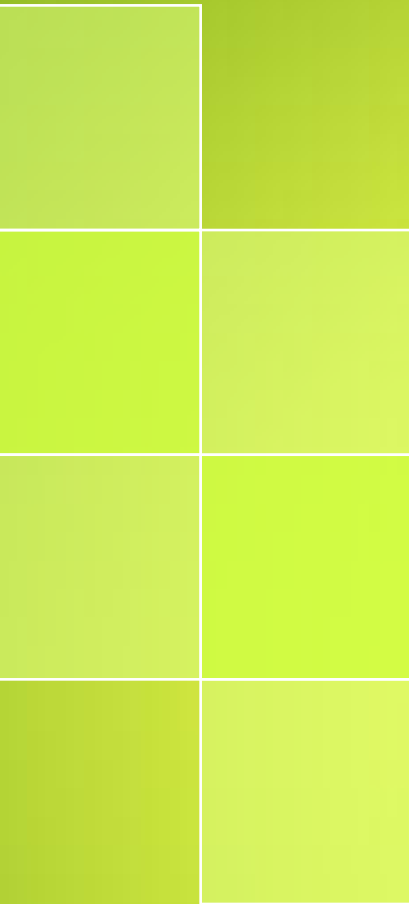


E-Z Audit Quick Start Guide

E-Z Audit 2012 (Version 14)



INSTALLING E-Z AUDIT

Download the full installer file from www.ezaudit.net/download

Note that this is the only authorized download location.

Install E-Z Audit to your PC. Do not install it to a server, it is not necessary nor supported.

Our licensing allows multiple installations at your company, so other admins, tech support staff, etc., can access the audit data from their own PCs or laptops by installing it there.

HOW E-Z AUDIT WORKS

E-Z Audit can audit your users in three ways.

- They are audited on the schedule you set, for example "Weekly", "Monthly", etc. They are audited on logging into your network only if the existing audit has exceeded the age based on your schedule. You can have it be 100% silent, or advise the user, with the option to cancel if you want to give them that option.

The User's Guide has detailed information about all the options at your disposal.

- You can audit logged in PCs at any time, "On-Demand". You can do this from your PC and even select a specific configuration for the audit. For example, normally you do a Basic audit, but you need more detail for some PCs for tech support reasons. If you created a configuration for such needs (let's call it 'support.ezc'), then you would use that configuration and audit the specific PCs.

The User's Guide has more information about On-Demand auditing.

- You can audit remote users not on your network with our Remote Audit Tool.

The User's Guide has more information about the Remote Audit tool.

You do not need to install anything to your server, nor does anything run at your server. Setup details are in the next section.

GET STARTED

- 1) As an Admin you probably use Microsoft's Remote Desktop Connection.

Use it to connect to the server you want to have E-Z Audit run from. Your Domain server is a good choice, especially since E-Z audit doesn't install anything to your server and all the work, light-touch to begin with, happens at the user's PC not your server.

- 2) Assuming a D:\ drive on that server, create D:\EZAudit\audits
- 3) Share D:\EZAudit as "ezaudit" and click permissions for Full Control for "Everybody". (You can finesse this to your liking. As long as all your users have Read, Write, Create, Delete, Modify and Execute permissions).

In UNC convention you now have \\servername\ezaudit\audits

- 4) At your PC run E-Z Audit from the Start menu, click the Tools tile, then the link to run the Configuration Tool
- 5) The tool is point-and-click and self-explanatory. Select what you want to audit, how often, etc., then save it to the new share on your server. Pick the Network node in the save dialog and save to \\servername\ezaudit
- 6) The Configuration Tool will copy the audit modules and give you examples of what to add to your logon script. A full guide to logon scripts and syntax is available from the Admin Console's Home page or get it at:

www.ezaudit.net/guide/2012/pdf/refguide2012.pdf

TROUBLESHOOTER FOR E-Z AUDIT AUTOMATED AUDITING VIA YOUR NETWORK

1. **Read the error log.**

In the folder on your server where ezscan.exe is located, if you see errorlog.txt, check that first. It is in plain language and can likely tell you exactly what's not working.

Of course if the audit never launches, or your users don't have permissions to create/write/modify to that folder, it won't exist. But if it's there, that's the first step.

2. **My user are getting a warning from Windows about running the audit.**

Don't use an IP address in the logon script to launch E-Z Audit. Windows is weird about IP addresses.

Wrong: \\192.168.0.0\etc

Good: \\servername\etc.

3. **Running login scripts Synchronously will fail** as these would launch our audit before a user login. There aren't many reasons for Synchronous so review your login script policy.

The script that launches the automated audits must be a User > Logon script, not a Computer > Startup script.

4. **UAC on Windows Vista and later can really hose logon scripts.** If you are already running logon scripts, then this doesn't apply. If not, then [Read this for more information](#)
5. **Check that you have the necessary files in the shared E-Z Audit folder on your server.** The minimum required for automated audits are: ezscan.exe, ezstart.exe and one configuration (*.ezc) file, by default config.ezc
6. **Check that the syntax for launching E-Z Audit is entered correctly in your script.** Typos undo the best scripts in the world. Go here for more help:
www.ezaudit.net/guide/2012/pdf/refguide2012.pdf
7. **Look carefully at your logon script** and make sure there are no "GOTO" type of statements that send the user past the line where you are launching E-Z Audit.
8. **If you are mapping a drive for the audits to save-to, make sure you are not un-mapping it immediately after launching E-Z Audit.** It will un-map before the audit is saved and so E-Z Audit cannot save to the mapped location.
9. **Did you save your configuration file using spaces in the title?** DOS lives even now and it doesn't like spaces. If your configuration file is something like **some configfile name.ezc**, change it to another name or add underscores, e.g. **some_configfile_name.ezc**
10. Check <http://www.ezaudit.net/faq/faq.htm> for any new items that may be added.
11. Please don't ask us how to fix or change your Group Policy, etc. We provide the information you need, but we're assuming you are a network administrator and are knowledgeable in administering the network.

Support for your network must come from its documentation and whatever support they provide. We can only provide the things E-Z Audit needs and basic troubleshooting. Your understanding is appreciated.