Activity Reporter: Product Overview

Activity Reporter software is a complete solution to secure your system by keeping a vigil on applications, app time monitoring, Websites visited, File Downloads through Internet Browsers, chats using Instant messengers such as Skype, Files transferred, Clipboard activities (text cut/copied/pasted), keyword search on Internet and emails exchanged through Outlook. It keeps track of the activities performed by the user by capturing desktop images at certain time interval. It also monitors the time and the duration for which the user is working or idle and user is connected to Internet. Reports are generated for all the users if multiple users login to the machine. Reports and Alerts notifications can be sent through email.

Features of Activity Reporter

- ➢ Has an intuitive interface which is very easy to use, even for beginners.
- ➢ Captures and maintains the log of application activity and application time spent
- ➢ Complete activity report w.r.t. user login if multiple users are working on same machine
- ➢ Maintains record of Internet Activity by creating reports of the visited websites and files downloaded
- ➢ Captures all keystrokes, in case sensitivity.
- ➢ Captures clipboard activities. Records the text cut/copied/paste operations.
- ➢ Creates reports for files transferred.
- ➢ Maintains log of changes done in files/folders in particular folder

➤ Maintains the record for how long the user is working or idle and connected to Internet

➤ Maintains the record of the chats by Instant Messengers i.e Skype and Yahoo chat

➤ Maintains the record of the emails exchanged by the user using Microsoft Outlook

➤ Maintains the record of user activity by capturing desktop images at regular interval

➤ Allows user to set Alerts for applications and websites

➤ Allows user to schedule time for Reports and Alerts notifications by email

➤ Records user-wise log if multiple users work on same machine

➤ Password protected so that only authorized personnel can access the reports.

➤ Allows user to export/import settings.

➤ Option to reset software settings and save configuration settings for future use.

➤ Allows user to export/import Reports in Excel, CSV or text file

System Requirements of Activity Reporter

Operating System	Windows XP/Vista/Windows 7/ Windows 8/Window8.1 and Windows10
Processor	800 MHZ processor or higher
RAM	512 MB for Windows XP and 1 GB for (Windows Vista/Windows 7/ Windows 8/Windows8.1/Windows 10)
Hard Disk	50 MB available hard disk space

Working of Activity Reporter: When you start the software, Activity Reporter will ask for the User Name and Password as follows:

User Name: aaaa

Password:

Forgot Password   Submit   Exit

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Enter correct Password. Click on **Submit**.

In case user has forgotten the password, it can be recovered if the software is licensed one.

No password recovery in case of Trial.

Home Screen of Activity Reporter is displayed as follows:

 User has to first **enable** the **Settings** for the module to view the **Reports.**

How to configure Settings:

Settings section will help users to enable or disable particular type of reporting.

User can configure, schedule reports, alerts, set websites and applications for alerts.

Check all the options for which you want to view reports and click on Apply.

When you click on **Settings,** The following screen is displayed*:*

Check the options for the modules you want the software to generate reports.

Some of the modules have further settings. For example, in case of Application Monitoring and Visited Websites, User can set alerts.

Applications for which Alerts are set show up in red color and user gets notified by email in case user has accessed these applications. The viewed reports change color to blue.

In case of websites, the alerts are generated for all the URLs which are set for alerts.

The reports for Application Alerts show as follows:

Settings can be saved and used for other instances of the software using Export and Import option

Once settings are checked on , the reports for that particular module can be viewed in Reports.

- ➢ **User Time Monitoring**: It monitors the user time. How much time the user spent time on the system, and for how long the user was idle.
- ➢ **Application Monitoring**: It monitors all the applications/processes used by the user
- ➢ **App Time Spent**: It monitors time span of applications/processes. For how long the application was active in the system.
- ➢ **Clipboard**: It monitors all cut, copy and paste activities.
- ➢ **File Transfer** It monitors all the files copy and transfer activities.
- ➢ **Internet Downloads** It monitors all the files downloaded using browsers Google Chrome and Mozilla Firefox
- ➢ **Folder Monitoring** It monitors all the activities of the selected folder
- ➢ **Visited Websites** It monitors all the websites visited by the user
- ➢ **Desktop Image Capture** It records the desktop images at a given interval.

- ➢ **Internet Usage**: It monitors the Internet Usage Time. For how long the user is connected to Internet.
- ➢ **Chat Monitoring**: It records the Yahoo and Skype chat
- ➢ **Outlook Email Monitoring**: It monitors all the mails exchanged by user using Outlook.
- ➢ **Keystrokes Logging**: It records all the keys typed by the user.
- ➢ **Notifications**: User can schedule report notification.

In case alerts are generated, Alert shows on the reports panel itself until the report is not viewed.

Notifications

User can set notifications for reports and alerts. The user receives reports and alerts at the mentioned email id. User can schedule time how often he/she wants to receive notifications. The interval can be 15/30/45/60 minutes or 1-24 hours or 1-31 days.

User gets notified when the settings are changed also. This enables the user to verify of the settings are changed by the authorized user or not.

Report generation can be restricted to the modules user sets in notifications settings by selecting the modules.
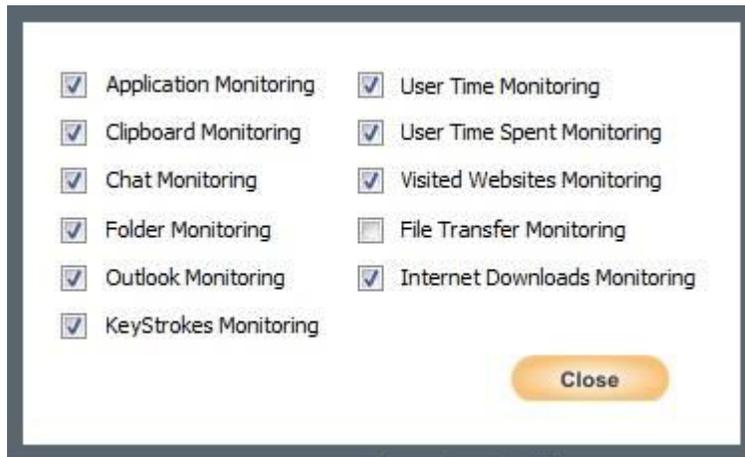
User will get reports only for modules he/she has checked

Benefits to the user:

- Keeps record of all application activities.

- Maintains Internet activity logs or logs of all websites visited

- Contains clipboard contents. What text is cut/copied/paste is recorded

- Captures all keystrokes which have been pressed by user on keyboard.

- Takes screenshot on specified time.

- You can get reports of each and every user account by their user name.

- Logging of working hours and idle time.

- Reports all the mails sent and received by the user along with the details of attachments.

- All activities in a specific folder can be reported(file/folder created/renamed/deleted/modified)

- Parents can use this as a tool to keep a vigil on the application accessed by their child and get notified for specific applications and web sites.

- Employers can use this to keep a record of their employees' activities and manage their human resource more efficiently.