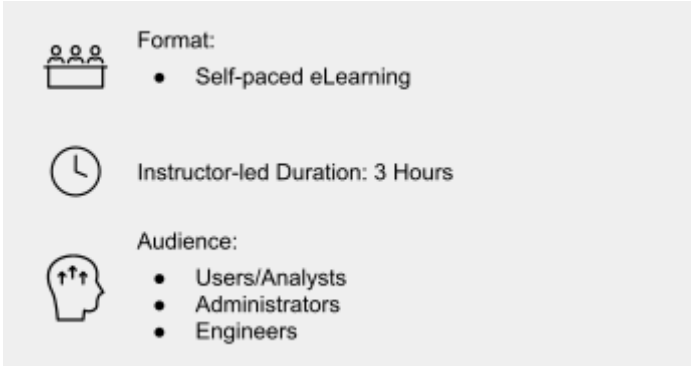# SPLUNK EDUCATION

Scheduling Reports and Alerts

Summary

This course is designed for Splunk users, analysts, and administrators who want to automate reporting and monitoring.

You will learn how to schedule reports, configure alerts, and manage notification settings.

Prerequisites

- To be successful, students must have completed these Splunk Education course(s) or have equivalent working knowledge:
    - Intro to Splunk
    - Using Fields
    - Visualizations
    - Working with Time
    - Statistical Processing
    - Comparing Values
    - Result Modification

Format:
- Self-paced eLearning

Instructor-led Duration: 3 Hours

Audience:
- Users/Analysts
- Administrators
- Engineers

Course Outline

Module 1 – Creating a Scheduled Report

- Create a report
- Schedule a report
- Define a report's time range
- Define schedule priority
- Define schedule window
- Add a trigger condition

Module 2 – Managing Reports

- View report settings
- Edit report permissions
- Enable report embedding

Module 3 – Creating Alerts

- Save a search as an alert
- Define alert permissions
- Understand scheduled and real-time alert types
- Define alert trigger conditions

Module 4 – Using Alert Actions

- Define actions that respond to trigger conditions
- Write results to a log event
- Output results to a lookup
- Output results to a telemetry endpoint

- Send an email containing search results
- Set up a webhook alert action

Module 5 – Managing Alerts

- View alert settings
- Edit alert permissions

About Splunk Education

With Splunk Education, you and your teams can learn to optimize Splunk through self-paced eLearning and instructor-led training, supported by hands-on labs. Explore learning paths and certifications to meet your goals. Splunk courses cover all product areas, supporting specific roles such as Splunk Platform Search Expert, Splunk Enterprise or Cloud Administrator, SOC Analyst or Administrator, DevOps or Site Reliability Engineer, and more. To learn more about our flexible learning options, full course catalog, and Splunk Certification, please visit http://www.splunk.com/education.

To contact us, email education@splunk.com.