

# Administering SQL Inventory Manager

The **Administration** tab gives you easy access to manage IDERA SQL Inventory Manager options such as users, licenses, instances, tags, alert emails, discovery, and health checks.

The screenshot shows the IDERA SQL Inventory Manager web interface. The top navigation bar includes the IDERA logo, a hamburger menu, the text 'SQLInventoryManager', a user profile 'example\admin', a gear icon for 'Administration', and a question mark for 'Help'. Below this is a secondary navigation bar with tabs: 'OVERVIEW', 'EXPLORER', 'INSTANCES', and 'ADMINISTRATION' (which is selected). A search bar with 'Search...' and a 'Go' button is on the right. The main content area is titled 'ADMINISTRATION' and contains several sections:

- Users:** Give users permission to use SQL Inventory Manager. Grant access to individual servers and subscribe to alerts using the Manage Users action. [Manage Users](#)
- Instances:** SQL Inventory Manager monitors SQL Server instances and their host computers. Add instances to be monitored using the Add SQL Server Instance action. [Add SQL Server Instances](#) [Import SQL Servers](#)
- Alert Emails:** SQL Inventory Manager can send email alerts to inform users about critical issues such as availability problems. To receive alert emails, you must configure alerting to use an email server available on your network and sign up to receive alert emails. [Configure email \(SMTP\) settings](#) [Subscribe to alerts](#) [Manage Subscriptions For All Users](#)
- MS SQL Server Licensing - Core Factor Tables:** Microsoft introduced core licenses for MS SQL Server version 2012 and greater. To determine # of core licenses, Microsoft provides core factor based on the server processor. The SQL Licensing view uses the core factor table to determine the number of possible cores. Check out the Core Factor Table for the values set by Microsoft. [Core Factor Table](#)
- Health Checks:** SQL Inventory Manager performs health checks against your monitored instances. You can control at a global level whether health checks are performed. Note that disabling a health check will also stop alert emails from being sent for the health check. [Manage Health Checks](#)
- Licensing:** A license is required to access SQL Inventory Manager features. View license status and add a license key using the Manage License action. [Manage License](#)
- Tags:** Tags are used in SQL Inventory Manager to group SQL Servers and help you organize your managed instances. Create, view, edit and delete tags and their associated instances using the Manage Tags action. [Manage Tags](#)
- Discovery:** SQL Inventory Manager automatically discovers instances on your network. You can trigger instance discovery manually below. You can also configure SQL Inventory Manager to automatically monitor all newly discovered instances. [Discovery Center Options](#) [Auto Register](#) [Discover](#) [Manage Discovery Credentials](#) [Discovery Status](#)
- Custom Inventory Fields:** Add, remove, or edit custom fields to be attached to Servers, Instances, and Databases in your environment. [Manage Custom Inventory Fields](#)
- Reporting:** Deploy SQL Inventory Manager Reports to your SQL Server Reporting Server to be able to get more information about your SQL environment. Use the IDERA Report Utility to easily deploy available or new reports. Launch IDERA Report Utility by going to the directory where SQL Inventory Manager is installed (C:\Program Files\Idera\SQLInventoryManager\ReportUtility) and clicking on IDERA Report Utility (Idera Report Utility).

For more information about each option and what configuration settings are available for you, go to each respective section.

- [How to manage users](#)
- [How to add SQL Server instances](#)
- [Import SQL Servers](#)
- [How to configure alert emails](#)
- [How to manage SQL Server licensing](#)
- [Manage Health Checks](#)
- [How to manage licenses](#)
- [How to manage tags](#)
- [How to manage instance discovery](#)
- [How to manage custom inventory fields](#)

SQL Inventory Manager lets you discover and visualize your SQL Server environment. [Learn more >>](#)

<a href="#">IDERA Website</a>	<a href="#">Products</a>	<a href="#">Purchase</a>	<a href="#">Support</a>	<a href="#">Community</a>	<a href="#">About Us</a>	<a href="#">Resources</a>	<a href="#">Legal</a>
-------------------------------	--------------------------	--------------------------	-------------------------	---------------------------	--------------------------	---------------------------	-----------------------