

What information is available on the Instances tab?

On the **Instances** tab, you can find a list of all your registered instances, the most important information of their status, and their jobs.

This tab allows you to see the following information:

- **Instance name** - Displays the name of the registered SQL Server instance.
- **Status** - Displays the status of the SQL Server instance. The status could be: Unknown, Online, Connection Failure, Unsupported SQL Server Version, Authentication Failure, or Error.
- **Agent Status** - Displays the status of the SQL Server Agent services of the respective instance. The agent status could be: Running, Stopped, Stopping, Starting, or Unknown.
- **SQL Server Version** - Displays the version of the SQL Server instances.
- **# of Jobs** - displays the total number of jobs on each instance.
- **# of Failed Jobs** - displays the total number of jobs in which the last run outcome was failed.
- **Owner** - displays the owner specified for each instance.
- **Location** - displays the location specified for each instance.
- **Edition** - displays the edition of the SQL Server instances.
- **Actions** - displays a gear icon where you can find the actions you can perform on a single instance or on several selected instances. To find more information, go to [What actions you can perform on a single instance?](#) or [What bulk actions can you perform on several instances?](#).



Keep in mind:

- You can sort the information available on this tab by clicking the column header by which you want to order your instances.
- Click the  more options icon to select the information you want to hide or show on the **Instance list** view.

How do you add SQL Server Instances?

To add new SQL Server instances to your environment, go to the top menu options of this tab, and click **Add Instance**; the wizard for registering instances opens. Go to [Registering new SQL Server instances](#) for more information.

How do you edit your Instances?

If you select one or several SQL Server instances, you can find the **Edit Properties** option on the top bar menu from the **Instances** tab or from the options displayed on the  gear icon. For more information, go to [Editing your SQL Server instances](#).

How do you filter your Instances?

On the left section of the **Instances** tab, you can find the **Filter Table By** section that allows you to filter your information according to your requirements. For more information about these options go to [Filtering your instances information](#).

How do you export information available on the Instances tab?

To export the information displayed in the current view of your **Instances** tab, go to the top menu options of this tab and click **Export**. Specify the format you want to use for the exported document: PDF, CSV, or XML.

How do you refresh the information on the Instances tab?

Whenever you want to update the information presented on the **Instance list**, click the  **Refresh** icon.