

# Administering SQL Elements

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

DASHBOARDEXPLORERINSTANCESADMINISTRATION

ADMINISTRATION

Users

Give users permission to use SQL Elements. Create, edit and delete users and subscribe to alerts using the Manage Users action.

Manage Users

Instances

SQL Elements monitors SQL Server instances and their host computers. Add instances to be monitored using the Add SQL Server Instance action.

Add SQL Server Instance

Import SQL Servers

Alert Emails

SQL Elements 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

Health Checks

SQL Elements 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 Elements features. View license status and add a license key using the Manage License action.

Manage License

Tags

Tags are used in SQL Elements 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 Elements automatically discovers instances on your network. You can trigger instance discovery manually below. You can also configure SQL Elements to automatically monitor all newly discovered instances.

Auto Registration Options

Discover Instances

Manage Discovery Options

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