

Leveraging Locations to Speed Up Searching and Display

Note: The concept of Locations is included in Open-Audit Community, Professional and Enterprise. However, some features, like Maps, are only available in the Professional and Enterprise versions.

Open-Audit includes several tables designed to hold supporting information that enrich the information an audit retrieves from a device. The Locations table allows administrators the opportunity to define physical locations, which can then be assigned to devices. Once a Device is assigned a Location, reports can be run for each Location, additional Dashboard widgets are populated, and a graphical google Map becomes available showing each location and the number of devices assigned there.



1. **Identify the Locations where the devices you will audit are physically located.**
2. **Create your Location entries**
 - a. Select Manage -> Locations -> List Locations from the Open-Audit menu
 - b. To create a new entry click the "+" button in the top-right hand corner
 - c. The key items here are the Latitude and Longitude of the address. These fields will be auto-populated by clicking the Get Lat/Long button as long as the server has internet access, otherwise, you can use a free online service such as <http://mygeoposition.com/>
 - d. More information on Locations can be found HERE: [Locations](#)
3. **Once your Locations are created you need to assign devices to them**
 - a. The easiest way to assign devices to a Location is automatically when the device is discovered. See more on Device Discovery HERE: [Building your Network Discovery](#)
 - b. If your database already has devices in it and you need to assign them to a Location or change the existing Location, you can simply do a Bulk edit operation; [How to Bulk Edit device attributes](#)
4. **Now that you have defined your Locations and assigned Locations to Devices you can...**
 - a. View your devices on a Google map. Requires your Open-Audit server to have internet access and either Professional or Enterprise edition.
 - b. View Devices by location, select Manage -> Locations -> List Locations from the Open-Audit menu

Note 1: You should define your Locations **before** creating and running your Discoveries, as devices can automatically be assigned to Locations. However, Device Locations can always be edited later if needed.

Note 2: Locations can be assigned to specific Organizations, so it's important these be configured **before** adding Locations. More information on Organizations is available HERE: [Organizing your Devices and Users](#)