

# HP Asset Manager

Software version: 5.10

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## Product Review Guide

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# Introduction

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## Purpose of this guide

The purpose of this guide is to give someone with no prior knowledge of Asset Manager, an overview of some of the common tasks that can be performed with specific focus on the *Asset Tracking* and *Expense Control* processes.

After reading this guide, the reviewer will have a clear understanding of many of the key advantages of using Asset Manager.

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## Who should use this guide?

This guide is targeted to those trying to understand the potential advantages of using Asset Manager. This guide aims to provide answers that are:

- *Direct*: You are not required to install or use Asset Manager
- *Comprehensive*: An *executive* presentation and a *practical* demonstration of the Windows interface functionality are included

In particular, this concerns anyone who wishes to evaluate the potential of Asset Manager, such as:

- Journalists
- Industry experts
- Consultants

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## How to use this guide

### **Chapter Presentation of Asset Manager**

This chapter addresses the following:

- An introduction to Asset Manager
- The key benefits of Asset Manager
- What solutions Asset Manager provides

### **Chapter Discovering Asset Manager**

This chapter steps through the Asset Manager user interface.

### **Chapter Asset Tracking**

This chapter presents the key functions of the *Asset Tracking* solution.

### **Chapter Expense Control**

This chapter presents the key functions of the *Expense Control* solution.

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# 1 Presentation of Asset Manager

Asset Manager serves as the consolidated asset information hub, providing a complete lifecycle view of the assets.

This encompasses:

- The relationship between the people, places, and assets within the organization
- The services provided for those assets
- The compliance, contractual, and budgeting requirements for each asset
- The logistical and financial relationship of the MSPs that contract with the organization

HP's Asset Management solutions enable enterprises to transform previously isolated asset tracking tasks and activities into strategic corporate disciplines.

The organization is then able to actively manage its asset portfolio and associated fiscal and operational characteristics, in line with business objectives.

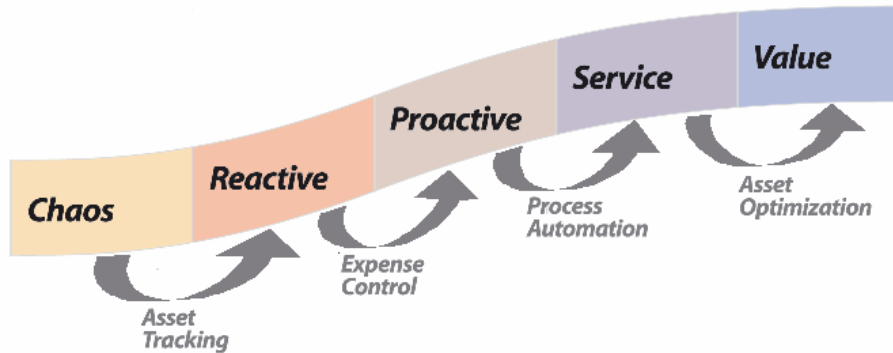
The result is a cost-efficient and enlightened organization, operating consistently within corporate policy and in compliance with regulatory requirements.

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## HP Software's approach to the market

HP Software believes that the best way to ensure our customers' success is to take an evolutionary approach to Asset Management within each organization.

Through this approach, organizations are able to mature at their own pace by identifying quantifiable milestones and accomplishments that in turn enable further proof points to help adopt and extend Asset Management principles and practices.



## Asset Tracking

The first step in Asset Management is for an organization to implement an *Asset Tracking* procedure. This will answer the fundamental questions - "What assets do I have, where are they located, and who is using them?".

By creating a consolidated asset tracking system, organizations are better able to reduce costs associated with supporting the corporate infrastructure and maverick buying while improving infrastructure security by tracking employee access to sensitive assets.

## Expense Control

Once Asset Tracking is in place, the second step for an organization is to adopt *Expense Controls*. At this stage it is important to associate financial and contractual information with each asset.

This in turn enables the organization to reduce the risks associated with compliance and regulatory issues, while optimizing the negotiated contracts of assets.

It is here that software license compliance and lease management are implemented.



## Process Automation

Now that all assets are physically tracked and financially scrutinized, it is time to further integrate Asset Management across the organization.

Through *Process Automation*, Asset Management is extended to work seamlessly with other business practices, such as service management and procurement.

It is also at this stage of Asset Management that IT can track expenses directly against the lines of business.

The result is a more automated Asset Management practice that increases business process efficiencies while ensuring consistency and accuracy of practices across functional disciplines.

## Asset Optimization

The final stage in a company's Asset Management evolution is the *Optimization* of the environment.

Optimization involves the adoption of business intelligence and advanced analytics to identify trends and opportunities for improvement.

Through optimization, the organization can fully articulate the fiscal performance of IT and chargeback as appropriate to the business units who consume its services.

The goal is to improve and extend asset management such that the costs to maintain the infrastructure decrease year over year.

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## Asset Manager overview

Asset Manager is a comprehensive solution that enables organizations to control costs and reduce complexity through end-to-end lifecycle asset management.

Asset Manager tracks and reconciles assets in a central repository, manages software license compliance and entitlement, controls expenses through chargeback programs, manages request fulfillment, provides fiscal transparency into the costs of IT, and extends asset management best practices to all employees.

Asset Manager sets the standard for IT asset management (ITAM).

Asset Manager can be deployed modularly to meet specific business needs, and provides a foundation for ongoing management of the infrastructure.

While many organizations have some idea of their physical inventory, most of that data is scattered in spreadsheets, databases, and third-party tools.

Asset Manager provides out-of-the-box integration with leading discovery tools such as those from Microsoft and Tivoli. Asset Manager also integrates with

Enterprise Resource Planning (ERP) systems, such as SAP, which provide information at a summary level in comparison with the granular asset information that Asset Manager tracks.

Asset Manager has a built-in reconciliation engine that alerts administrators to user defined changes in asset data, personnel data, and catalog items that if unchecked, would erode the accuracy of the asset repository.

The following modules are available as part of the Asset Manager suite:

## Portfolio

*Asset Manager Portfolio* provides a central repository to integrate all asset data from multiple sources.

It is the entry point for effective asset management practices and is the cornerstone of asset tracking.

By using Asset Manager's *Portfolio* module with *HP Device and Dependency Mapping*, IT organizations can simplify asset tracking by consolidating assets into a single repository.

They also can begin to execute cost-control projects such as server consolidation and software rationalization.

Business units can share utilization and allocate costs correctly by taking advantage of the configuration options available in *Asset Manager Portfolio*.

## Software license management

The *Software Licenses* module uses workflows and wizards to proactively manage all aspects of your software licensing, including compliance, entitlement and usage.

## Financials

*Asset Manager Financials* allows you to capture, monitor, and manage all costs associated with an asset, from the time it enters the organization until its retirement.

The *Chargeback* module is used to automate the re-allocation of expenses paid for by a (source) cost center to the (target) cost centers that were at the origin of the expense.

## Contracts

*Asset Manager Contracts* provides organizations with the ability to proactively manage software license compliance.

Using a central repository of existing contracts, invoices that normally reside in filing cabinets can be associated with each software license agreement.

Once the contractual and expense data are collected, Asset Manager provides reconciliation reports from the physical inventory stored in Asset Manager.

## Procurement

Asset Manager's *Procurement* module allows organizations to simplify and automate the request management process.

The *Procurement* module automates and streamlines the entire request lifecycle, from the time an asset is requested until it is fulfilled.

Requests are verified to ensure that they meet corporate approved standards by checking against a catalog of approved assets, and monitoring existing stock and budgets to fill the request through available stock or inventory.

*Asset Manager Procurement* enables users to generate purchase orders and reconciles those purchase orders against the assets received from the vendors.

## Cable management

*Asset Manager Cable and Circuit* manages the physical network connectivity inside and outside of the organization's infrastructure, such as tracing the connection of a server's ports to its clients.

## Integration with software distribution tools

The *Software distribution* module lets you define software distribution tasks on these target computers using reference information from the Asset Manager database (demographic, inventory, financial or contractual data).

These tasks will be executed by one of several software distribution or software patch management applications used with Asset Manager.



## 2 Discovering Asset Manager

We are now going to present:

- The Asset Manager interface (► [An intuitive interface](#) [page 13])
- The key functions of the *Asset Tracking* solution (► [Asset Tracking](#) [page 17])
- The key functions of the *Expense Control* solution (► [Expense Control](#) [page 33])

We are going to create George Gilbert, IT manager, who requires executive information concerning:

- The status of his computer population
- Software compliance
- Its running costs

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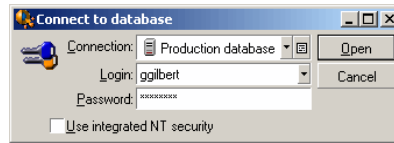
### An intuitive interface

George Gilbert wishes to use an extremely simple interface to access the information he need; He does not require access to the full breadth of functionality in Asset Manager.

In a few clicks, George Gilbert displays a customized interface that is tailored to his individual usage of Asset Manager:

- 1 George Gilbert starts the Asset Manager Windows client using the **Start/ Programs/ HP/ Asset Manager 5.10/ <language>/ Client** menu in Windows.

- George Gilbert connects to the production database using his login and password:



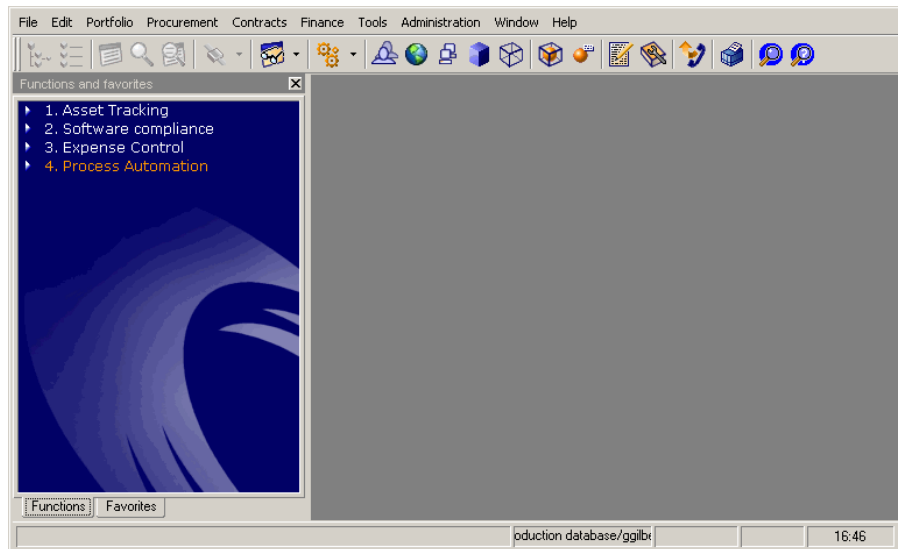
The password associated with the login, *ggilbert*, is *ggilbert*.

 **Note:**

You will notice that database access is fully secured.

Users connecting to the database only have access to those parts of the software to which they are authorized.

- Asset Manager displays a workspace showing the functions frequently used by George Gilbert:



 **Note:**

Voluntarily, a reduced selection of menus and icons is displayed.

- 4 Most of the time, George Gilbert will use the shortcuts on the navigation bar.

When he requires access to other functionality, he can do this using the standard icons and menu commands.





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## 3 Asset Tracking

The next two chapters will address the key functions of Asset Tracking and Expense Control. You are not required to install Asset Manager to follow along. Screen shots are provided to demonstrate the operations performed and the results obtained.

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### Reminders

- ▶ [Asset Tracking](#) [page 8].

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### Portfolio management

#### Using an inventory tool to inventory assets and software

The first step in asset management is to identify and track assets owned by the enterprise. Traditionally, this was done via manual audits, where someone from IT would walk around, clipboard in hand, and write down a brief description of the enterprise's assets (i.e., IBM T40 laptop, 512MB RAM, etc). Today, this type of operation is done using automated inventory tools such as HP Device and Dependency Mapping.

These tools are used to analyze the networked assets such as servers, desktops, and printers and collect information on their technical characteristics and installed software.

This information is fed into Asset Manager and serves as the foundation for all other asset management processes.

It is common for customers to have multiple inventory tools, tracking different parts of the environment. For example, Microsoft SMS for workstations and Tivoli Inventory for servers. Asset Manager recognizes this, which is why it provides, in addition to HP Device and Dependency Mapping, integration with other industry leading inventory solutions.

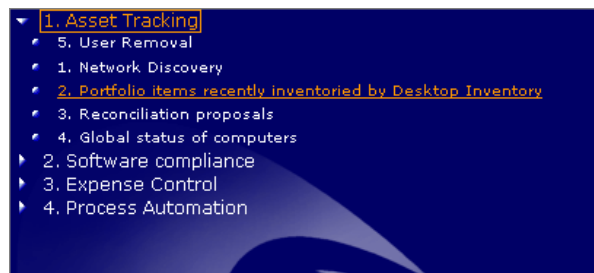
Once inventory has been created for the first time, it is critical for every subsequent inventory run that there be a process of reconciliation, whereby what has been discovered is compared to what exists in the recorded inventory. Where discrepancies are identified, they must be reviewed to determine what changed and why. If changes were unauthorized or if the user is not entitled to something, the Asset Manager user can take corrective action. This prevents renegade hardware and software from entering the network, which in turn reduces the cost to support and maintain the assets.

In the following scenario, the Director of IT, George Gilbert, is using *HP Device and Dependency Mapping* to automatically perform a comprehensive hardware and software inventory across all platforms.

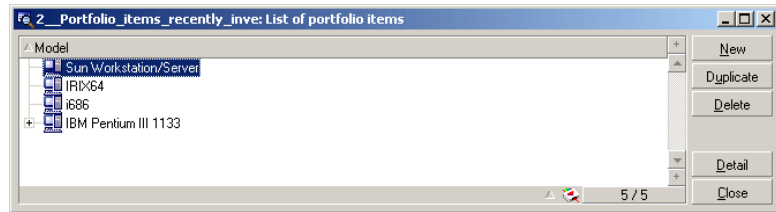
George needs to understand what assets are in the enterprise and where they are located. He is concerned about IT support costs and the security risks associated with unknown software. Additionally, he realizes that the organization can be held financially liable for the installation of unauthorized software.

For this, he regularly consults the list of recently inventoried portfolio items.

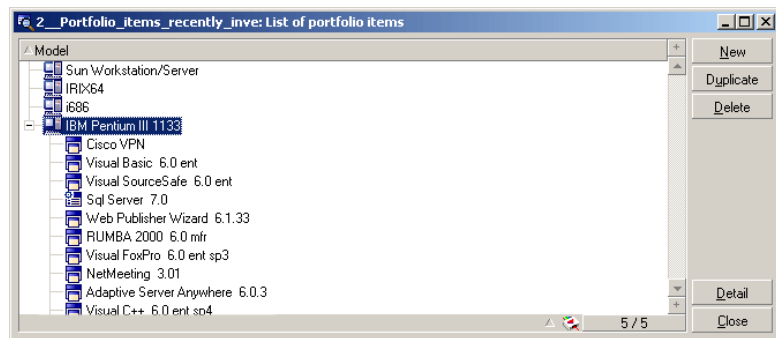
George Gilbert accesses the list of portfolio items inventoried recently, using the shortcut *2. Portfolio items recently inventoried by Desktop Inventory*:



Asset Manager displays the list of portfolio items recently inventoried by HP Device and Dependency Mapping:

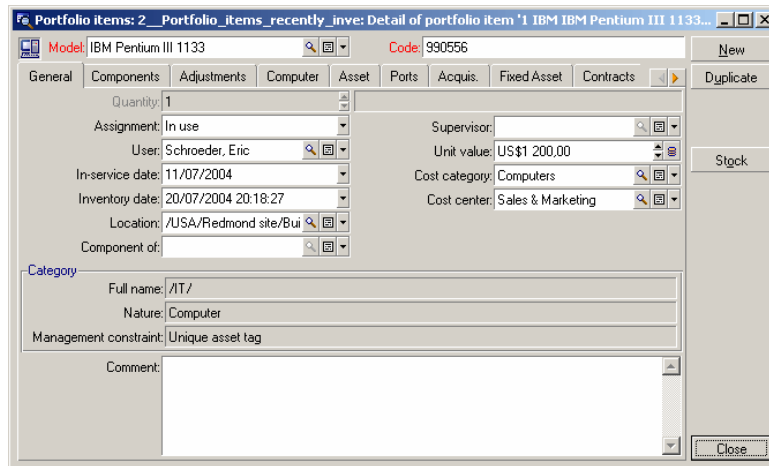


By clicking the **+** button, George Gilbert can view the components of the computer *IBM Pentium III 1133*:

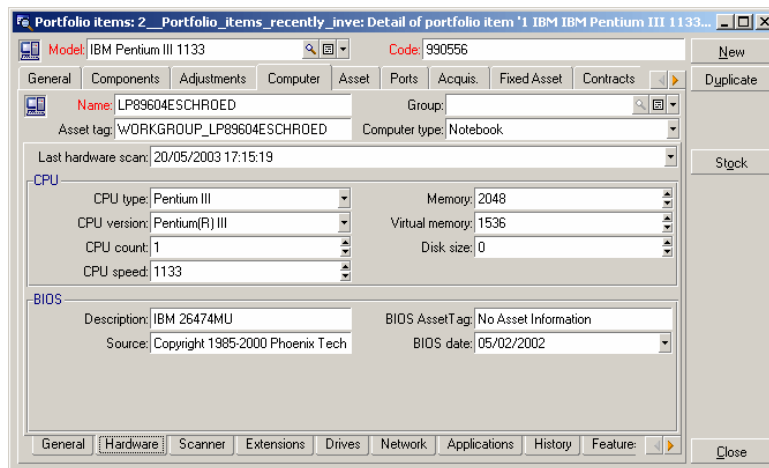


By clicking the **Detail** button, he can obtain more detailed information about the computer. All the information gathered by HP Device and Dependency Mapping is automatically imported into Asset Manager and is shown within tabs, such as:

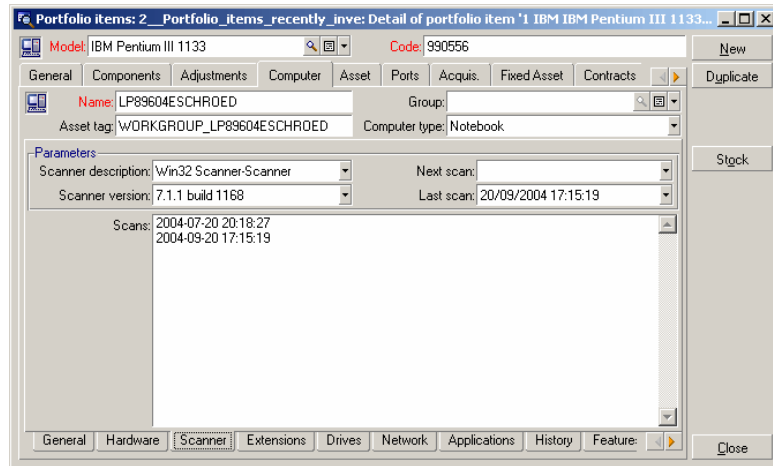
The **General** tab shows who uses the computer, where it is located, when it was installed, its unit value, and to what cost center (business unit, department, geography, etc) and cost type it is allocated:



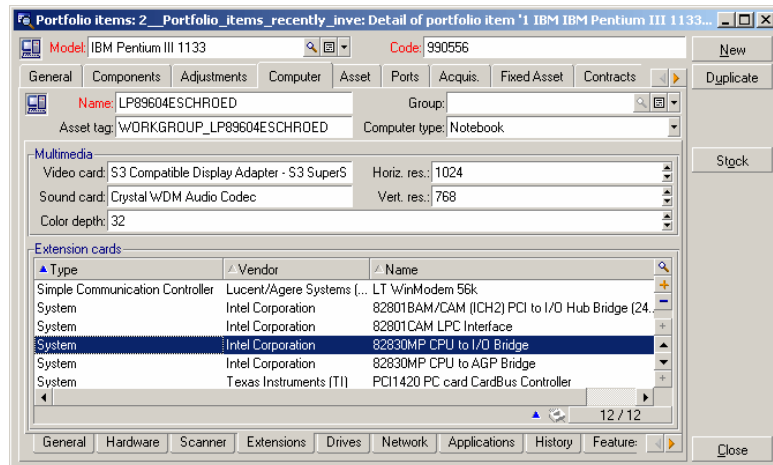
The **Hardware** tab shows the main technical details of the computer itself:



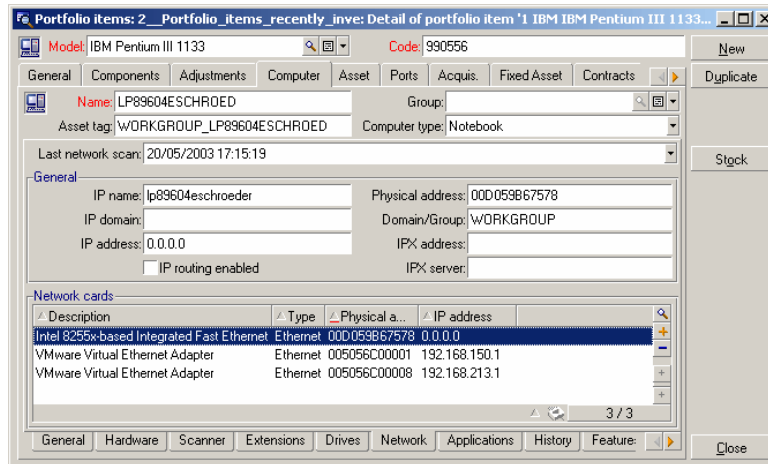
The **Scanner** tab specifies when the last inventory was conducted:



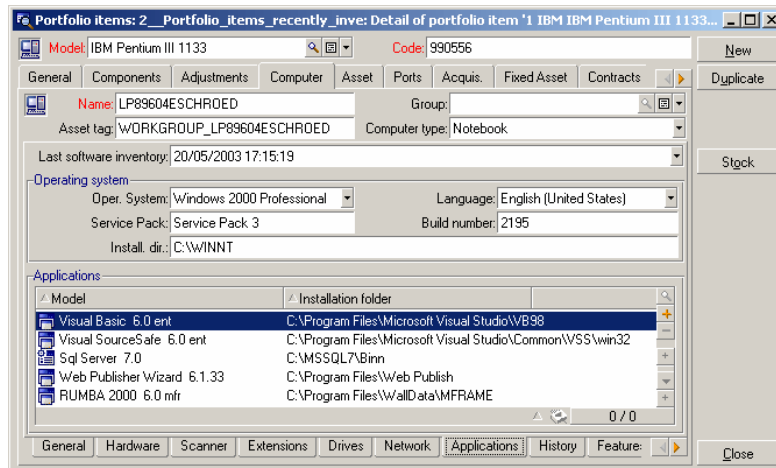
The **Extensions** tab specifies what extensions are installed on the computer, such as monitors, memory cards, modems, etc.:



The **Network** tab describes how the asset is connected to the network.:



The **Applications** tab presents the list of software applications installed on the computer:



## Reconciling inventory data

As mentioned previously, the process of reconciliation is key for effective asset tracking. Asset Manager provides a unique Reconciliation Engine to enable IT to control the integrity and security of the asset repository.

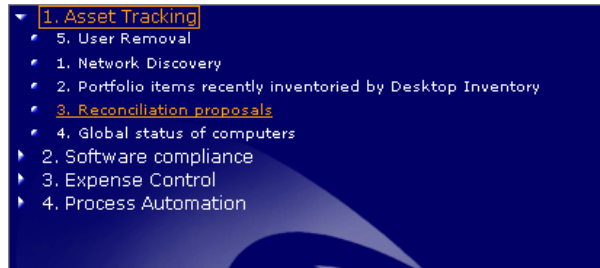
When an asset is imported into the Asset Manager database, the *Reconciliation* module verifies whether the asset already exists. If this is the case, no new record is created; the existing record is simply updated.

In order to ensure the record's integrity, Asset Manager allows for the definition of reconciliation rules: If a rule is not met, the modification is not made in the database; Instead, the Reconciliation Engine creates a reconciliation proposal for review.

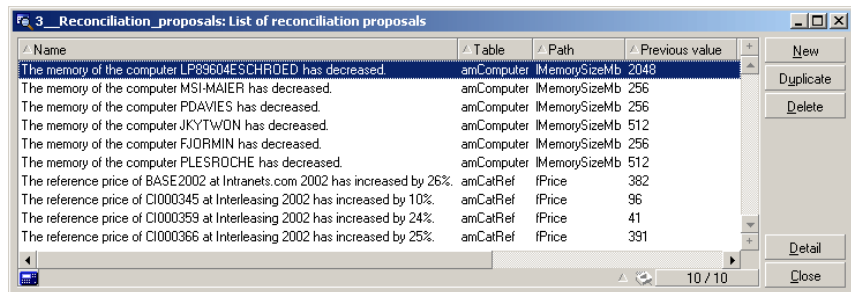
Example: Decreased computer memory.

- 1 The person in charge of processing the reconciliation proposals accesses the list.
- 2 They examine each reconciliation proposal before accepting it or rejecting it.

George Gilbert accesses the reconciliation proposals using the shortcut 3.  
*Reconciliation proposals:*



Asset Manager displays the list of reconciliation proposals:

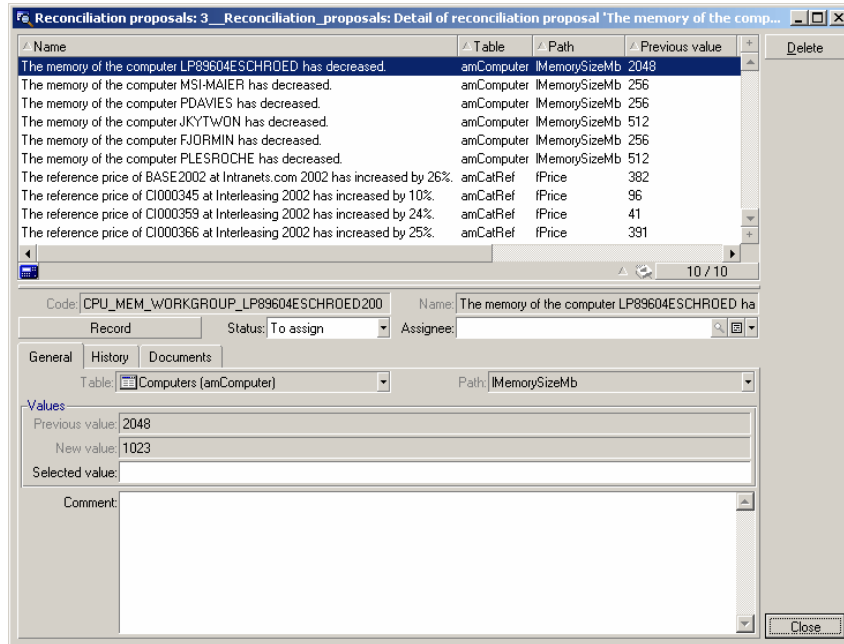


The previous list includes reconciliation proposals for computers whose memory has decreased.

 **Note:**

You will also notice reconciliation proposals for catalog references whose prices have decreased by 10% or more. The reconciliation module can be used import all kinds of data.

By selecting the reconciliation proposal and clicking the **Detail** button, George Gilbert displays the detail of the reconciliation proposal:



The screenshot shows a window titled "Reconciliation proposals: 3\_Reconciliation\_proposals: Detail of reconciliation proposal 'The memory of the comp...". The window contains a table of reconciliation proposals and a detailed view of the selected proposal.

Name	Table	Path	Previous value	
The memory of the computer LP89604ESCHROED has decreased.	amComputer	MemorySizeMb	2048	Delete
The memory of the computer MSI-MAIER has decreased.	amComputer	MemorySizeMb	256	
The memory of the computer PDAVIES has decreased.	amComputer	MemorySizeMb	256	
The memory of the computer JKYTWDN has decreased.	amComputer	MemorySizeMb	512	
The memory of the computer FJDRMIN has decreased.	amComputer	MemorySizeMb	256	
The memory of the computer PLESROCHE has decreased.	amComputer	MemorySizeMb	512	
The reference price of BASE2002 at Intranets.com 2002 has increased by 26%.	amCatRef	IPrice	382	
The reference price of C1000345 at Interleasing 2002 has increased by 10%.	amCatRef	IPrice	96	
The reference price of C1000359 at Interleasing 2002 has increased by 24%.	amCatRef	IPrice	41	
The reference price of C1000366 at Interleasing 2002 has increased by 25%.	amCatRef	IPrice	391	

Code: CPU\_MEM\_WORKGROUP\_LP89604ESCHROED200      Name: The memory of the computer LP89604ESCHROED ha

Record      Status: To assign      Assignee:

General    History    Documents

Table: Computers (amComputer)      Path: MemorySizeMb

Values

Previous value: 2048

New value: 1023

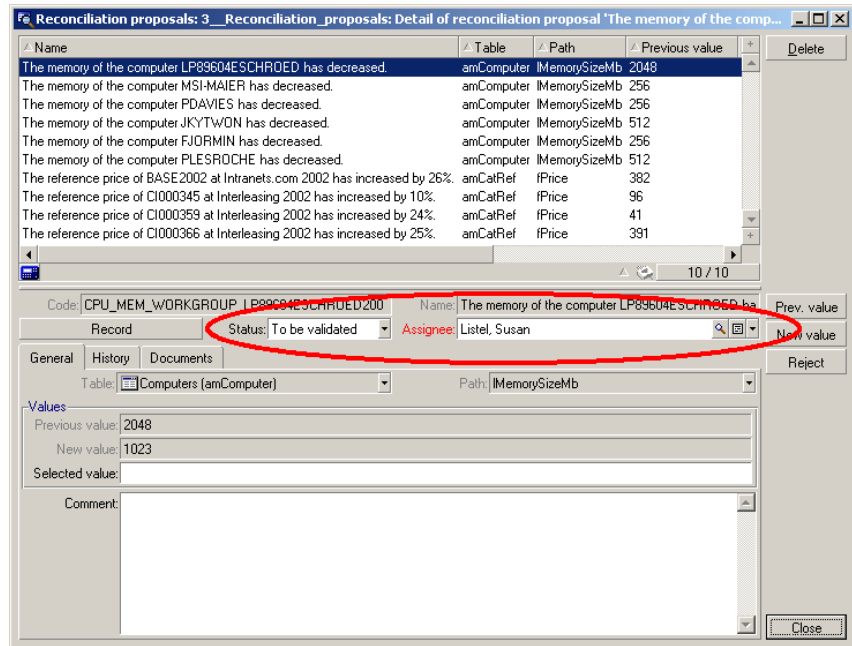
Selected value:

Comment:

Close



George Gilbert can then assign the proposal to someone to perform the required checks:



Once the assignee has checked the real amount of RAM on the computer, she can change the status of the reconciliation proposal to *Validated* or *Document rejected*.

Another example would be the unauthorized installation of Instant Messenger software. Using this exact same procedure as in the previous example, George would display the list of reconciliation proposals for computers where Instant Messenger was discovered.

In our scenario, George could contact the users and instruct them that for security reasons, it is against company policy to install the Instant Messenger product. Not only may this avoid unforeseen support problems, it also prevents a potentially untraceable security hole that violates company policy or that may expose the company to financial risks.

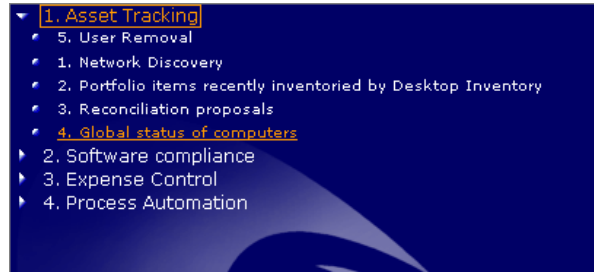
## Displaying executive information on the computer population

George Gilbert wants to know whether his computer population is homogeneous or not; This question is important because having a homogeneous computer

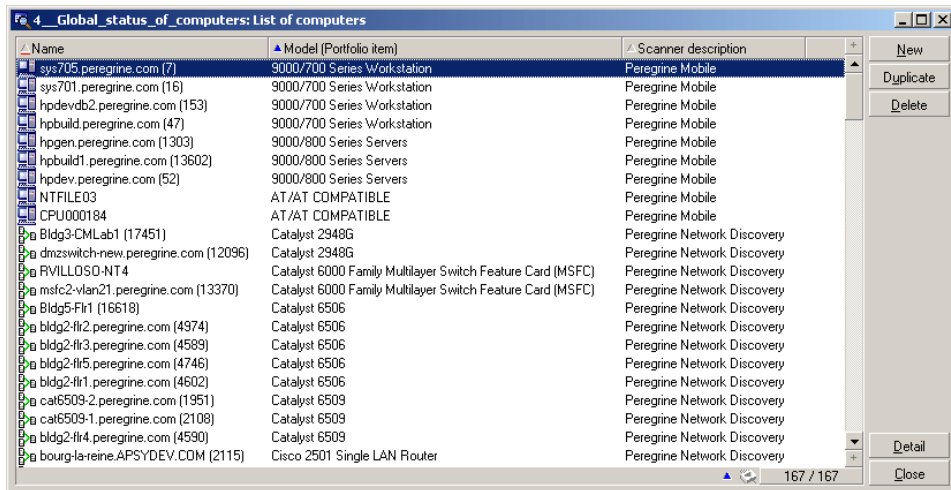
population enables cost savings (simplified maintenance, better negotiated prices, etc.).

George Gilbert wishes to see a global view of the computer population.

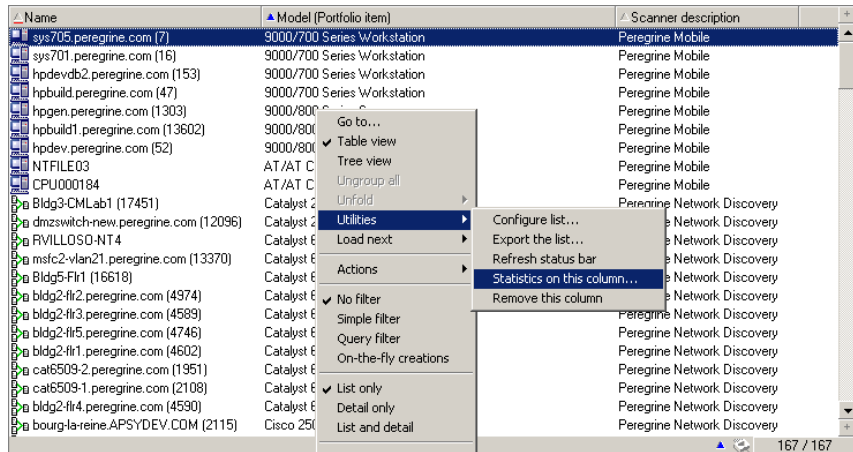
George Gilbert accesses the list of computers using the shortcut *4. Global status of computers*:



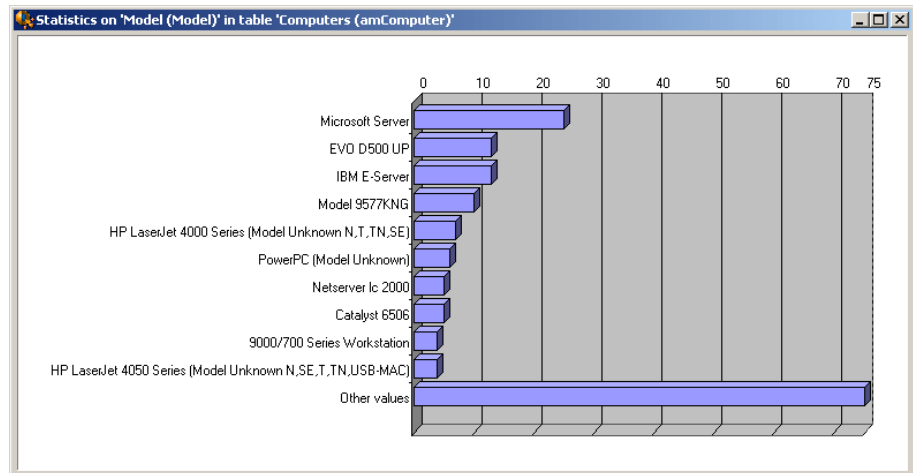
Asset Manager displays the list of computers:



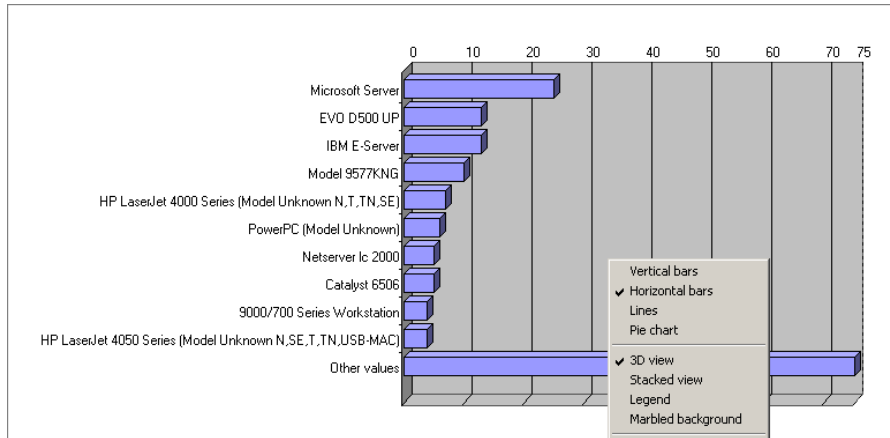
To see the breakdown of his computer population by model, he right clicks the *Model* column and then selects **Statistics on this column** from the shortcut menu:



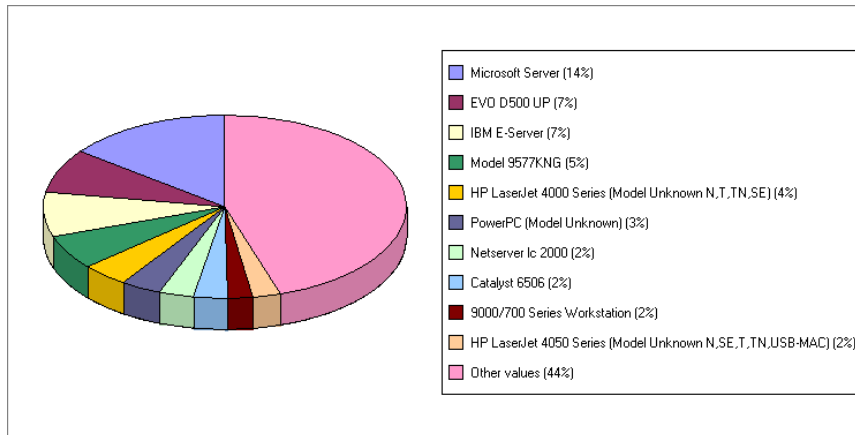
Asset Manager displays a chart showing the breakdown of computers:



By clicking the right button of the mouse, George Gilbert has several options as to how the chart is displayed:



By selecting the *Sectors* and *Key* options, George Gilbert can, for example, display a pie chart with a key:



George Gilbert can easily see that his computer population is not very homogeneous. He will soon start a program to correct this.

## Managing a departing employee

*Eric Wagner* is leaving the company, and George Gilbert wants to update the database to ensure that he no longer has access to company systems and that the assets that were assigned to him can be used elsewhere. He will:

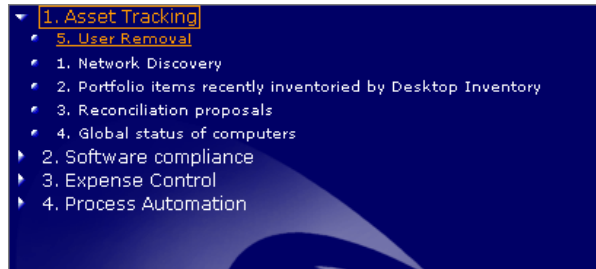
- Remove Eric Wagner from the department, cost center and cost type to which he was linked
- Erase the corresponding job title in the company
- Terminate his network user accounts
- Return his hardware assets to stock
- Free his software licenses

Asset Manager includes wizard functionality to automate this kind of task.

### Tip:

Asset Manager ships with many out-of-the box wizards. Additionally, it is simple to create your own.

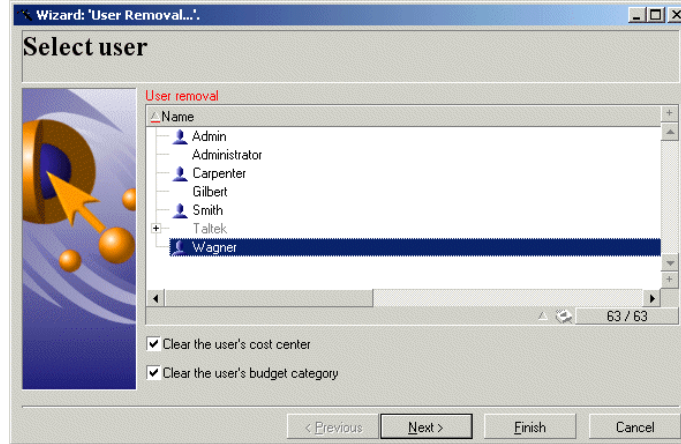
George Gilbert starts the wizard that will update the database using the 5. *User Removal* shortcut:



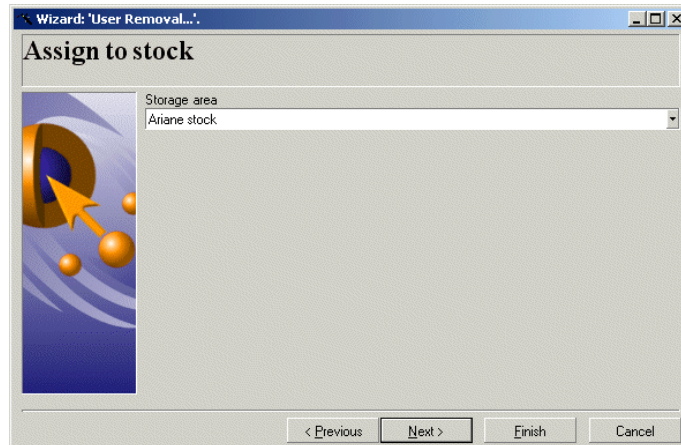
Asset Manager starts the wizard.

The wizard displays the following pages (George Gilbert can move through the pages using the **Next** button):

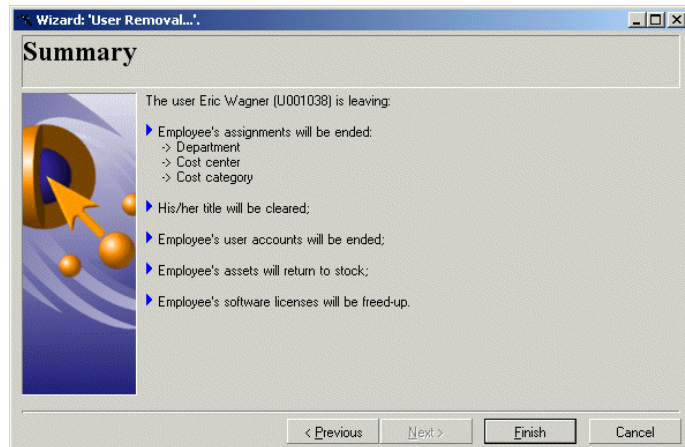
The *Select user* page to specify which employee is leaving the company:



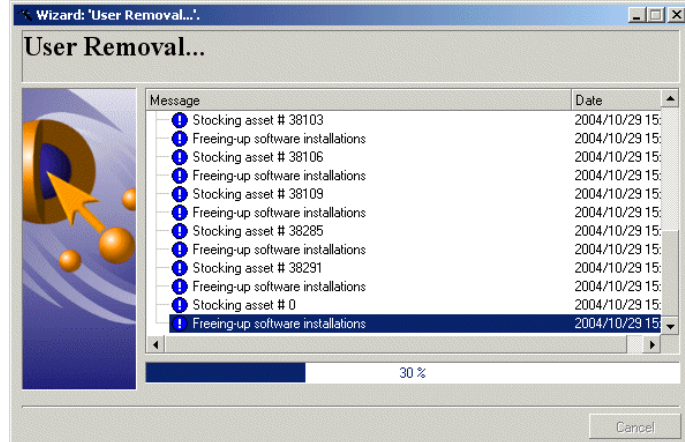
The *Assign to stock* page to specify which stock will receive the employee's assets:



The *Summary* page details the actions that the wizard will perform automatically (once you click **Finish**):



The *User removal* page logs all the actions that are automatically performed in the database:



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 **Important:**

Using Asset Manager, George Gilbert is able to re-capture all assets allocated to Eric.

- Sensitive assets such as cell phones and BlackBerrys can be identified and reclaimed, avoiding unnecessary costs or security concerns.
  - Assets are made available for use by others in the enterprise, which reduces costs by redeploying assets instead of purchasing new ones.
  - Software license counts stay under control by reclaiming the license. Most organizations today attach a license to a specific machine and typically waste money by not reclaiming the license. Alternatively, IT may enter into enterprise license agreements to cover for the fact that there was no efficient process to count and reclaim licenses.
  - The services to which Eric Wagner had access (cell phone air time, access to the safe, for example) are now denied: The enterprise controls its costs and does not jeopardize its security.
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# 4 Expense Control

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## Reminders

- ▶ [Expense Control](#) [page 8].

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## Software management

Speaking of licences, George Gilbert has just been notified by the CFO that the company is being audited by one of its larger vendors for potential software compliance violations.

George Gilbert must assess the company's financial exposure.

He will look at the following:

- The license agreements and the rights conferred by these
- The software installations
- The number of installations versus the number of licenses
- The number of installations versus the number of users actually entitled to the software

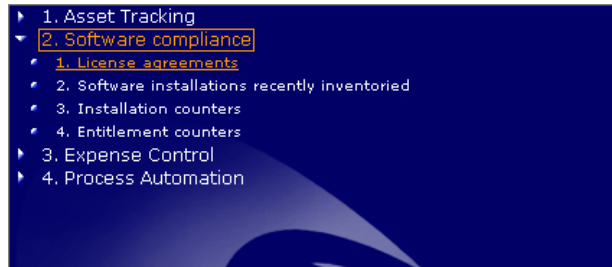
Following this, he will know which software products require additional licenses and whether the CFO needs to worry about financial exposure.

As an added benefit, George can identify which licenses are underutilized and are candidates for down-sizing.

## Managing license agreements

The first step for George Gilbert is to view his license agreements.

He accesses the list of license agreements using the shortcut *1. License agreements*:

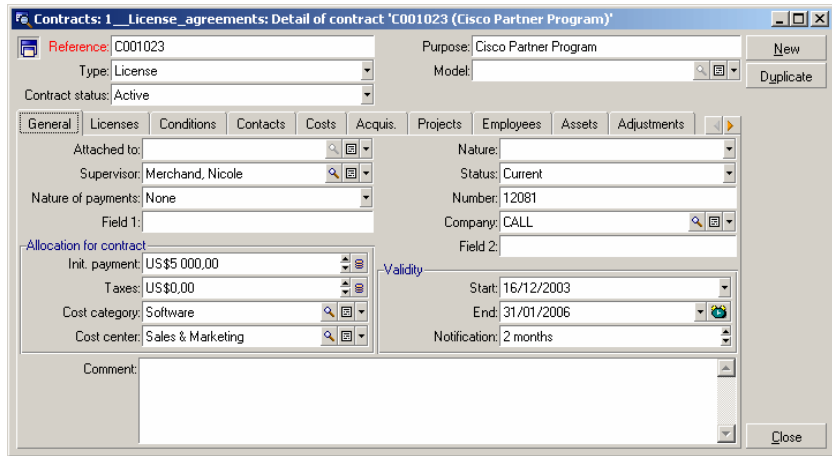


Asset Manager displays the list of license agreements:

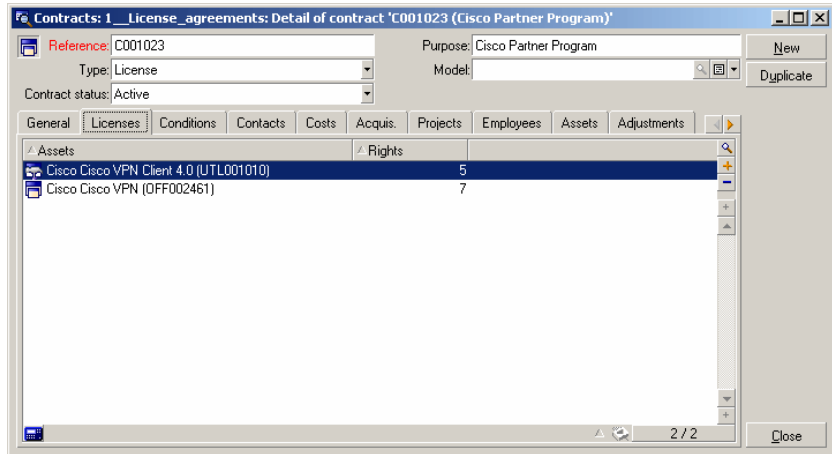


George Gilbert displays the detail of the *Cisco Partner Program* contract, and examines the information in the tabs.

The **General** tab contains the core information on the contract:



The **Licenses** tab lists the licenses that result from the contract and the number of rights for each license:



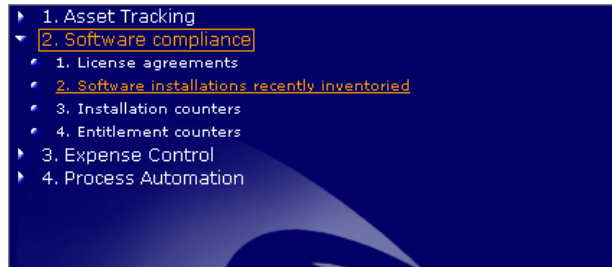
 **Note:**

The number of rights will be reconciled with the number of installations or utilizations in order to check that the company is in compliance.

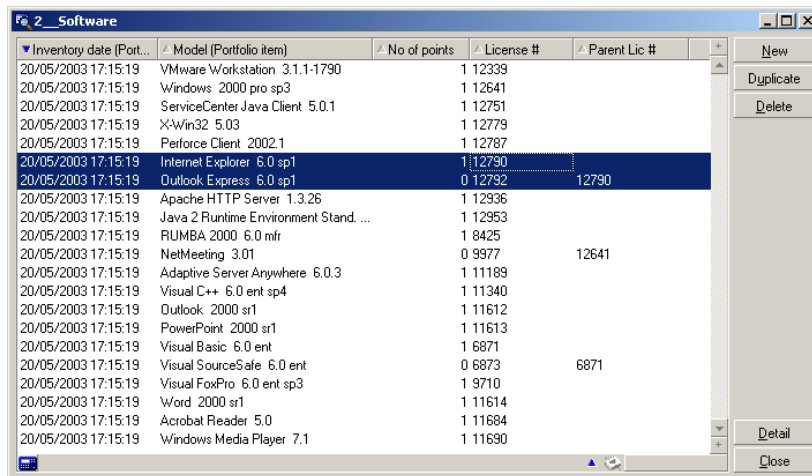
## Viewing the lists of installed software on the computers

George Gilbert wishes to view the recently inventoried software installations.

He accesses the list of recently inventoried software installations using the shortcut *2. Software installations recently inventoried*:



Asset Manager displays the list of recent installations:



Inventory date (Port...)	Model (Portfolio item)	No of points	License #	Parent Lic #
20/05/2003 17:15:19	VMware Workstation 3.1.1-1790	1	12339	
20/05/2003 17:15:19	Windows 2000 pro sp3	1	12641	
20/05/2003 17:15:19	ServiceCenter Java Client 5.0.1	1	12751	
20/05/2003 17:15:19	X-Win32 5.03	1	12779	
20/05/2003 17:15:19	Perforce Client 2002.1	1	12787	
20/05/2003 17:15:19	Internet Explorer 6.0 sp1	1	12790	
20/05/2003 17:15:19	Outlook Express 6.0 sp1	0	12792	12790
20/05/2003 17:15:19	Apache HTTP Server 1.3.26	1	12936	
20/05/2003 17:15:19	Java 2 Runtime Environment Stand...	1	12953	
20/05/2003 17:15:19	RUMBA 2000 6.0 mfr	1	8425	
20/05/2003 17:15:19	NetMeeting 3.01	0	9977	12641
20/05/2003 17:15:19	Adaptive Server Anywhere 6.0.3	1	11189	
20/05/2003 17:15:19	Visual C++ 6.0 ent sp4	1	11340	
20/05/2003 17:15:19	Outlook 2000 sr1	1	11612	
20/05/2003 17:15:19	PowerPoint 2000 sr1	1	11613	
20/05/2003 17:15:19	Visual Basic 6.0 ent	1	6871	
20/05/2003 17:15:19	Visual SourceSafe 6.0 ent	0	6873	6871
20/05/2003 17:15:19	Visual FoxPro 6.0 ent sp3	1	9710	
20/05/2003 17:15:19	Word 2000 sr1	1	11614	
20/05/2003 17:15:19	Acrobat Reader 5.0	1	11684	
20/05/2003 17:15:19	Windows Media Player 7.1	1	11690	

Asset Manager enables detailed analysis of the software installations. For example, when looking at the two installations selected in the previous screen he finds the following information:

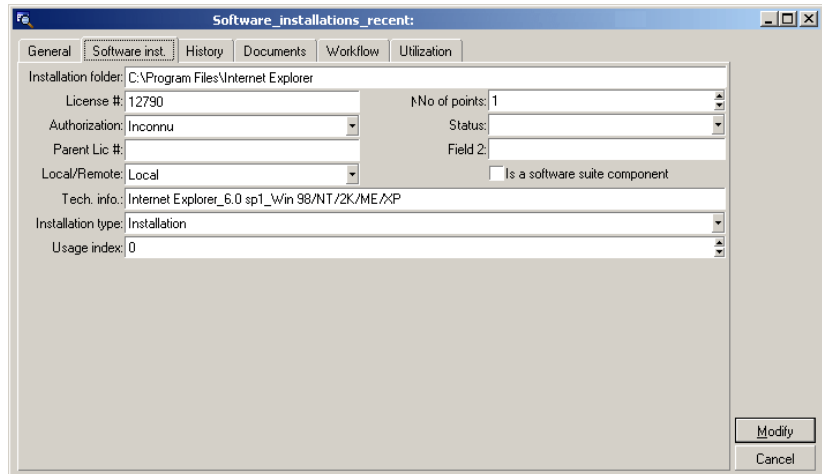
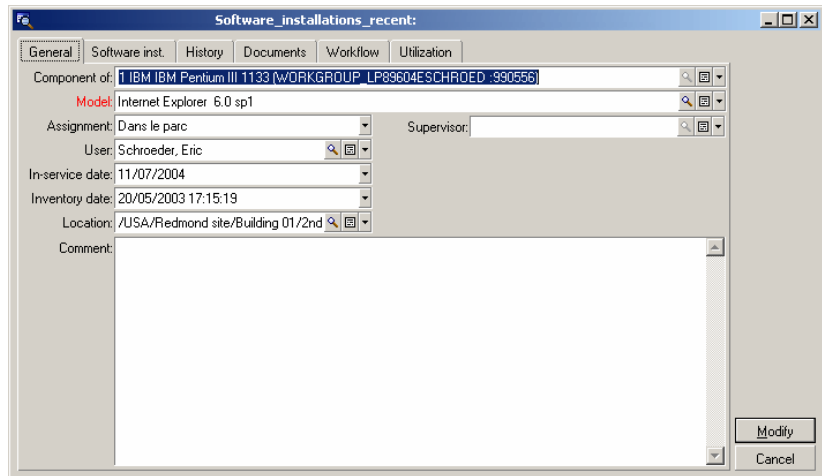
- Inventory date
- Software installed
- Number of license points used by the installation
- The license number

- You will notice that *Outlook Express* is part of the *Internet Explorer* package; Asset Manager It is specified that 1 license point is counted for *Internet Explorer* but not for *Outlook Express*.

 **Note:**

The installation points will be reconciled with the license rights.

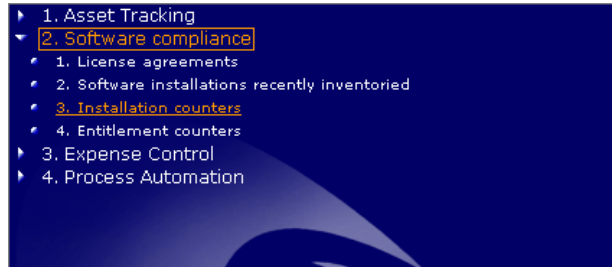
George Gilbert displays the *Internet Explorer* installation and displays the detail (**Detail** button), and then examines the tabs describing it:



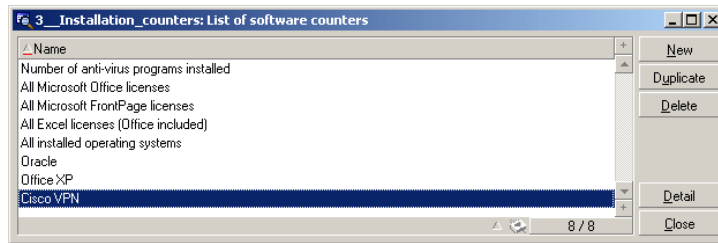
## Verifying software compliance

George Gilbert wishes to check that software installations and utilizations are in compliance with the rights granted in the licenses.

He accesses the list of installation counters using the shortcut *3. Installation counters*:

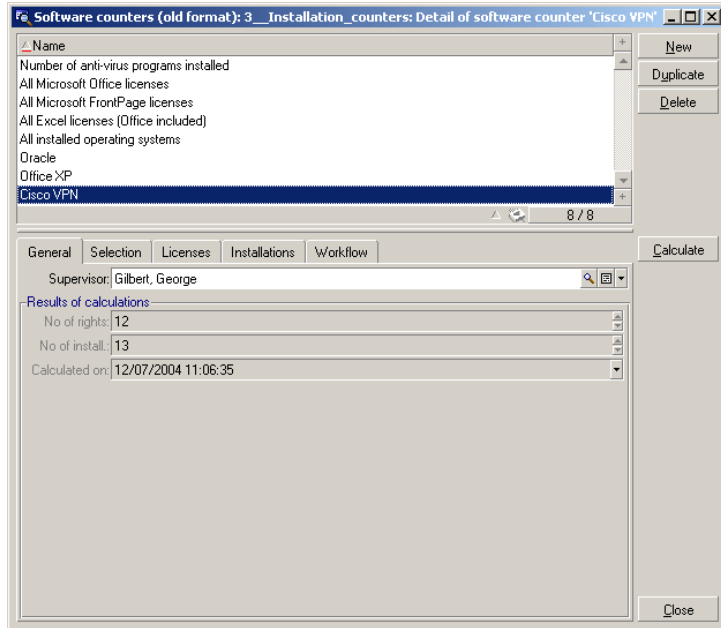


Asset Manager displays the list of counters:



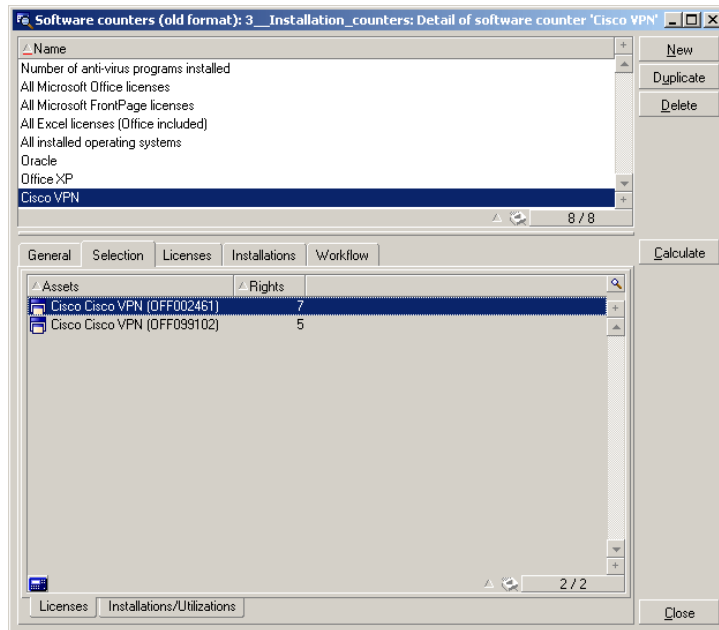
George Gilbert displays the detail of the counter *Cisco VPN*.

The detail tabs of the counter enable you to access the following information:



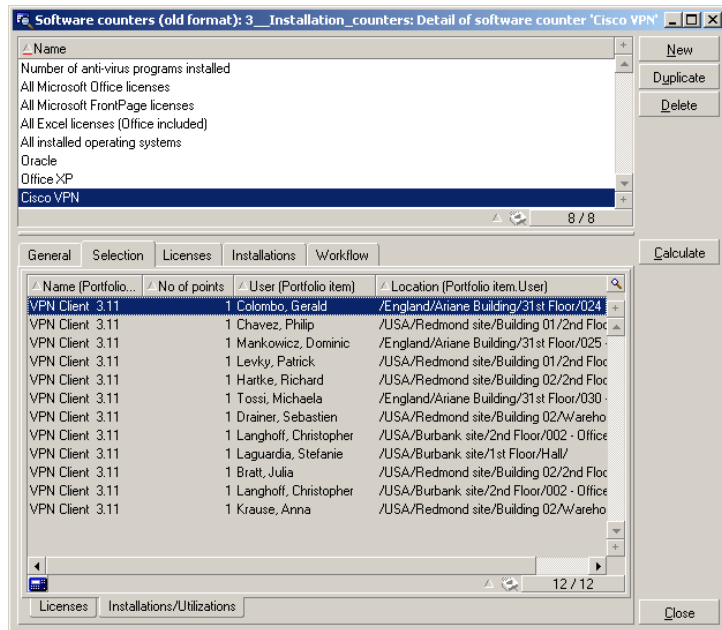
The **General** tab quickly shows that the *Cisco VPN* licenses give 12 rights, whereas 13 points are actually installed. George Gilbert thus sees that the company is not in compliance for this license.

He displays the **Selection/ Licenses** tab in order take a look at how the license points have been accounted for:





He displays the **Selection/ Licenses** tab in order take a look at how the installation points have been accounted for:



In this way, he can see who installed the software and where the users are located.

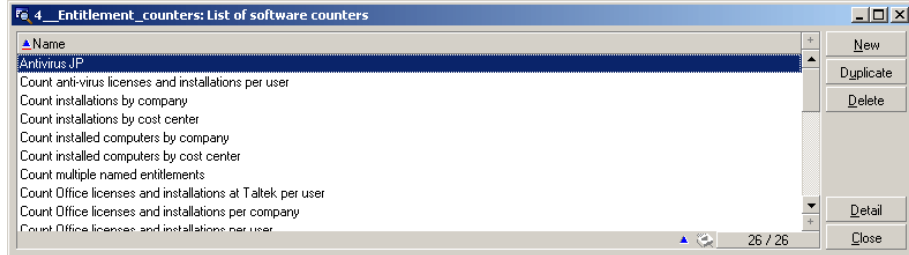
## Verifying software entitlement compliance

George Gilbert wishes to check that software entitlements and utilizations are in compliance with the rights granted in the licenses.

He accesses the list of entitlement counters using the shortcut **4. Entitlement counters**:

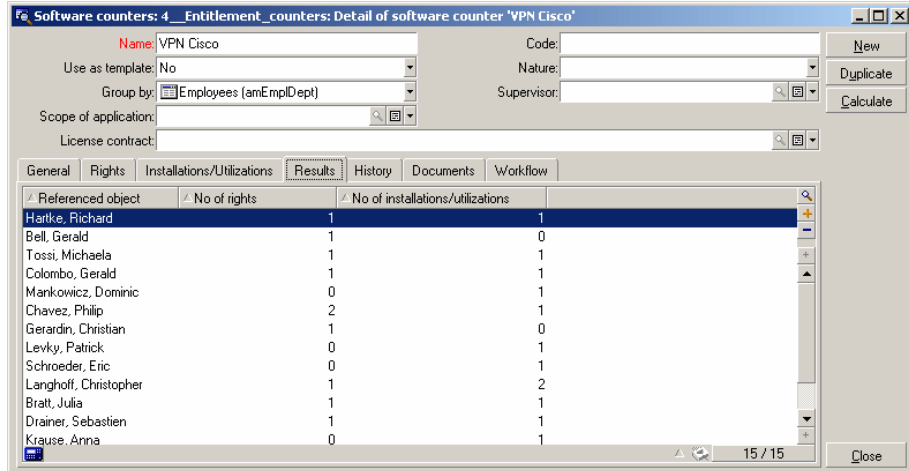


Asset Manager displays the list of entitlement counters:



George Gilbert displays the detail of the counter *Cisco VPN*.

The detail tabs of the counter enable you to access the following information:



He can thus see who the software entitlement belongs to versus who has the product installed.

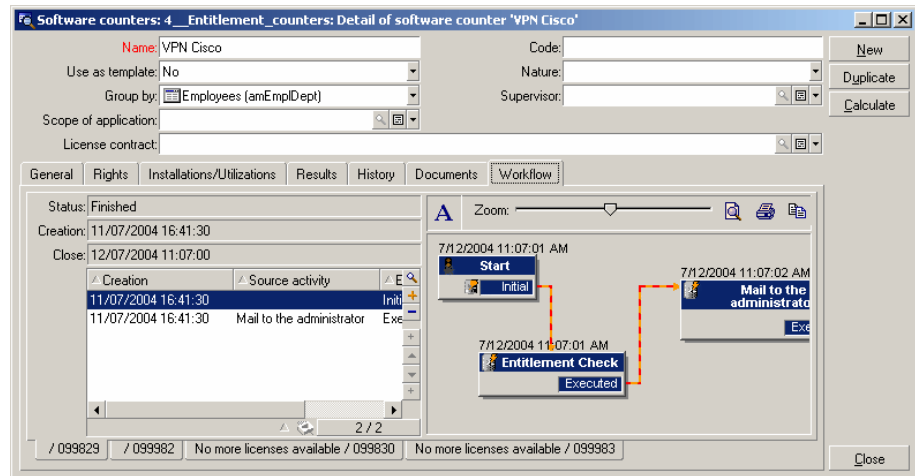
George Gilbert notices that certain users have installed the software without having the right to do so, and that other users are entitled to but have not installed the software.

George Gilbert must therefore contact the users to correct the situation either by expanding the number of licenses purchased or reallocating the software to the entitled parties.

## Automatically notifying irregularities

Asset Manager's powerful workflow engine makes it possible to regularly check the status of software counters, and flag proactively potential issues.

For example, the workflow below notifies George Gilbert of potential compliance violations as shown by a counter:



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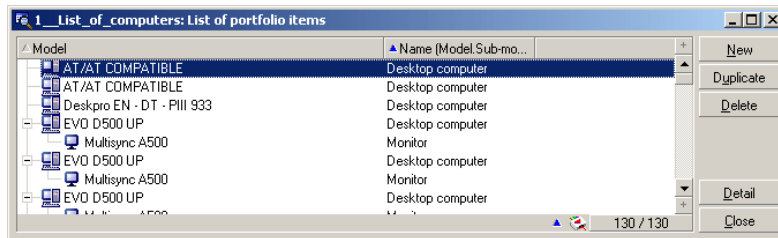
## Consolidation opportunities

George has been asked to identify opportunities to reduce expenses. One idea has been to review potential opportunities to consolidate servers that may be fulfilling redundant processes. As George's company has grown via acquisition, there may be some opportunity for greater efficiencies.

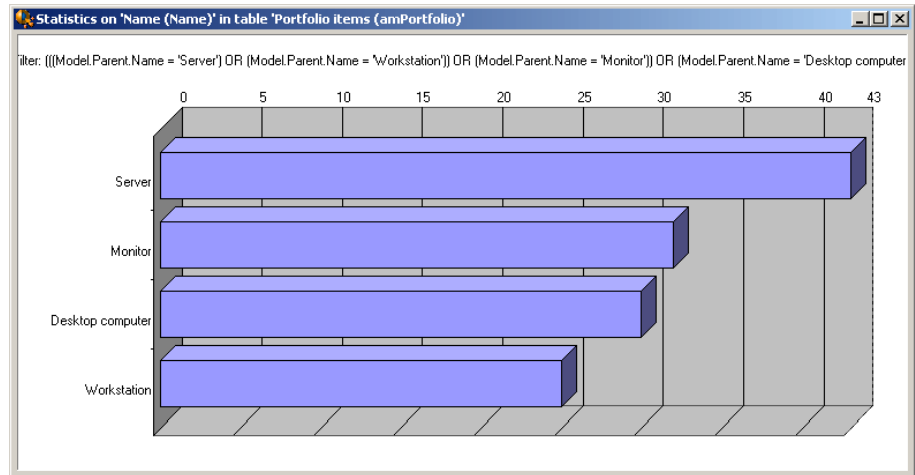
George wishes to have an idea of the proportion of servers in his computer population. He accesses the list of computers using the shortcut *1. List of computers*:



Asset Manager displays the list of computers:

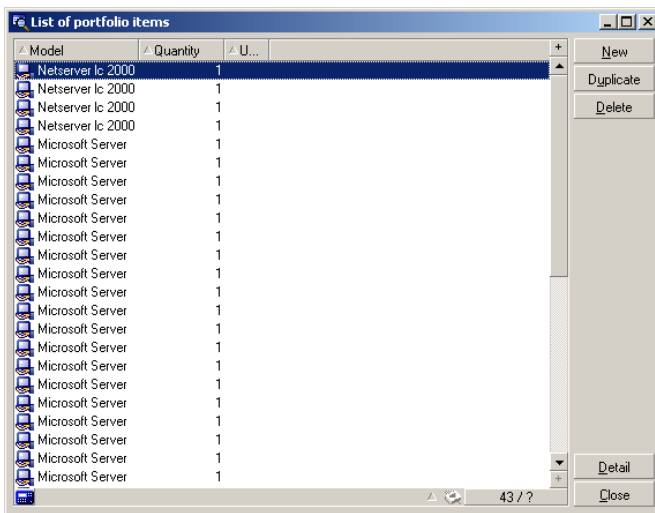
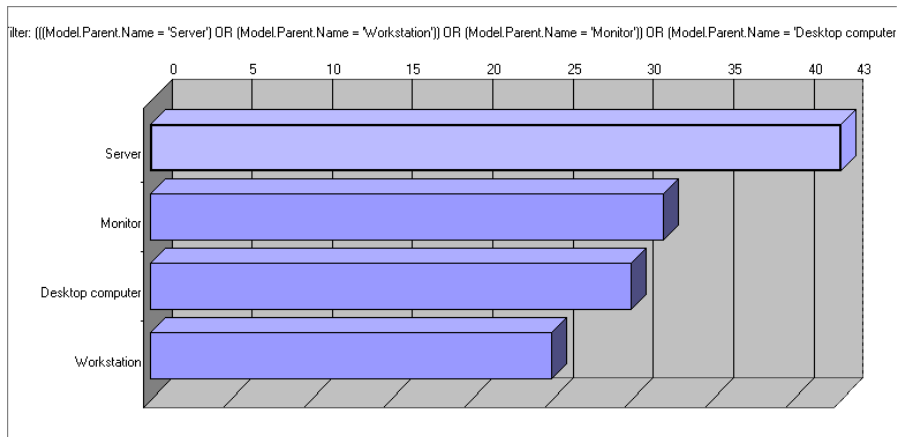


To find out the proportion of servers in the computer population, George Gilbert right clicks the *Model* column, and then selects the **Utilities/ Statistics on this column** from the shortcut menu thus displaying a chart:



Now he knows that servers account for 43% of the computers in his computer population.

He can click on the *Servers* bar in the chart directly to access the list of portfolio items that are included in the count:



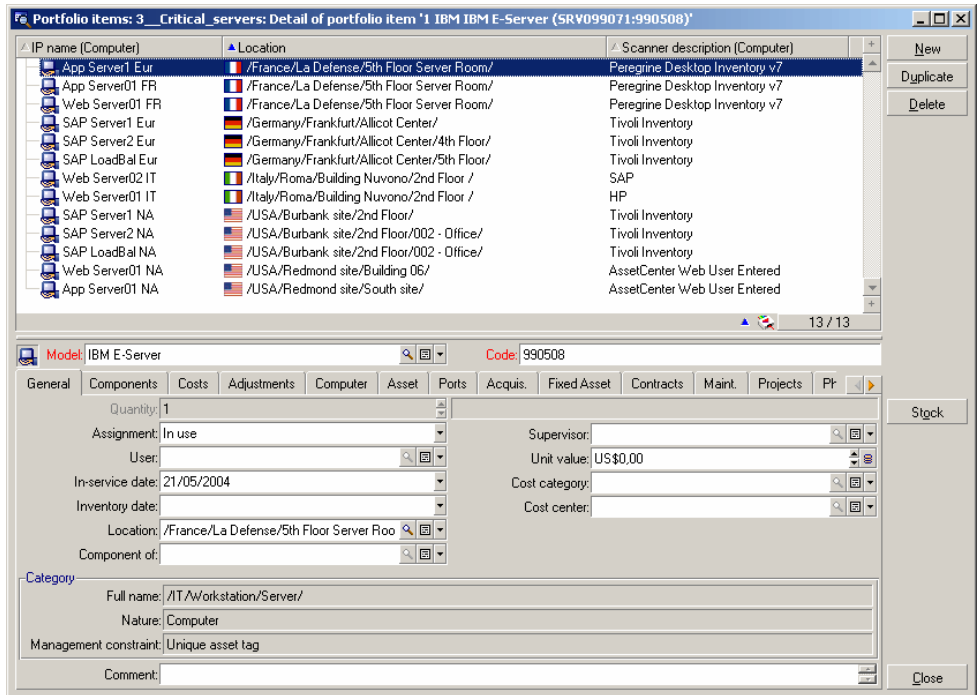
## Viewing the critical servers

George has created a view to directly access what are considered mission critical.

He accesses this list by using the shortcut *1. Critical servers*:



Asset Manager displays the list of critical servers:



Using this list, he can have an overview of the locations of these servers.  
He can also display the complete details of each server.

## Comparing the performances of the SAP servers

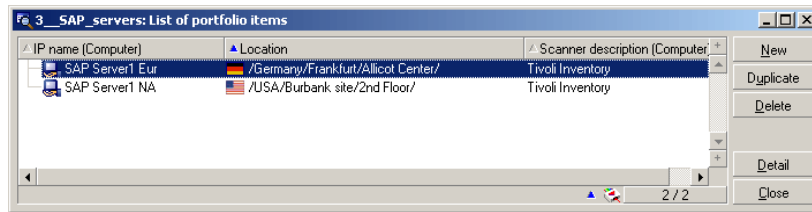
George's company has recently acquired another company.

He knows that both companies were running SAP and are still on separate systems, and he has decided to evaluate which SAP configuration is more cost effective.

He accesses the list of SAP servers using the shortcut *3. SAP servers*:



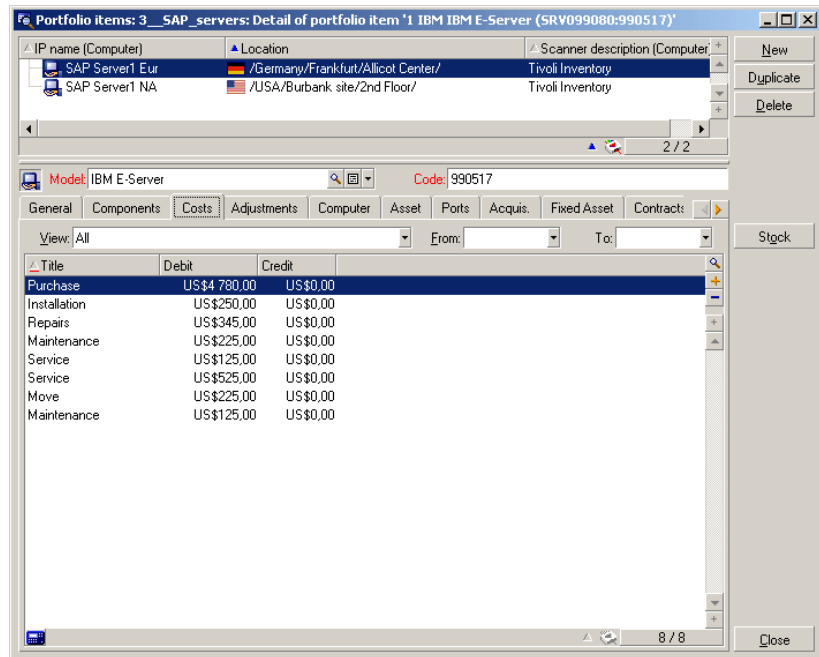
Asset Manager displays the list of SAP servers:



He can see one server located in Germany and another located in the United States.



George Gilbert will start by comparing the costs of the two servers (he clicks the **Detail** button, and then alternates between selecting the German server and the US server):



Portfolio items: 3 SAP\_servers: Detail of portfolio item '1 IBM IBM E-Server (SRV099070:990506)

IP name (Computer)	Location	Scanner description (Computer)
SAP Server1 Eur	/Germany/Frankfurt/Allicot Center/	Tivoli Inventory
SAP Server1 NA	/USA/Burbank site/2nd Floor/	Tivoli Inventory

Model: IBM E-Server Code: 990506

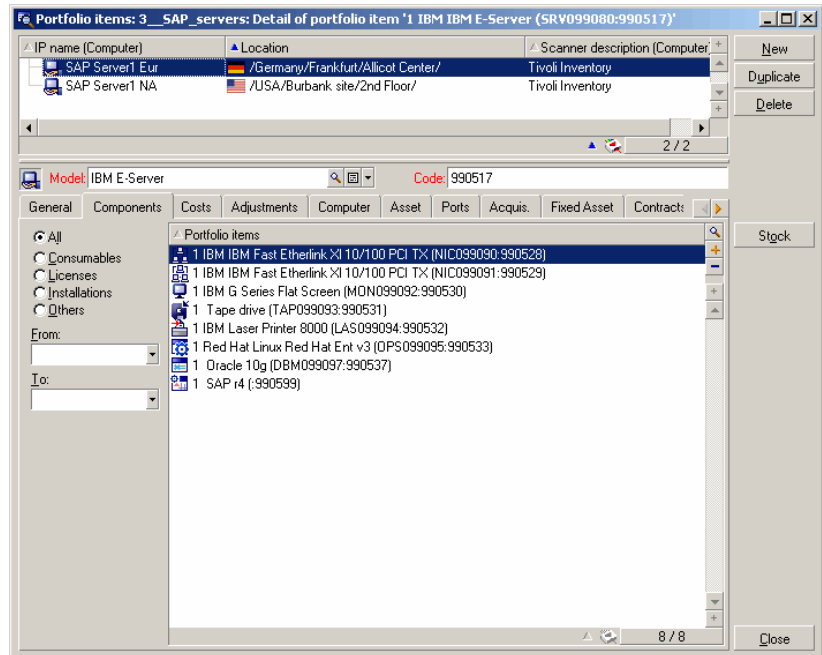
General Components Costs Adjustments Computer Asset Ports Acquis. Fixed Asset Contract

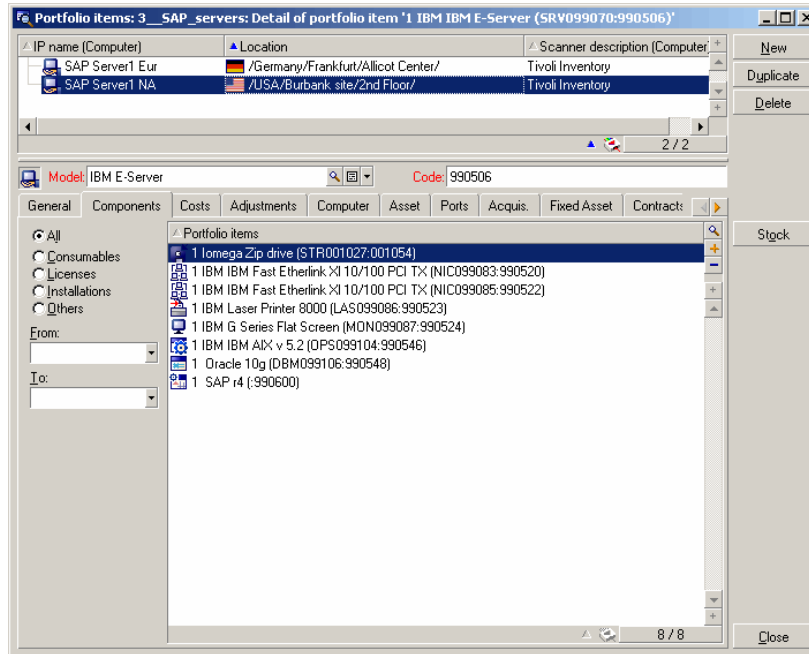
View: All From: To:

Title	Debit	Credit
Purchase	US\$4 580,00	US\$0,00
Support	US\$700,00	US\$0,00
Repairs	US\$225,00	US\$0,00
Support	US\$125,00	US\$0,00
Maintenance	US\$525,00	US\$0,00
Support	US\$635,00	US\$0,00
Repairs	US\$200,00	US\$0,00
Installation	US\$735,00	US\$0,00
Support	US\$1 500,00	US\$0,00
Repairs	US\$1 225,00	US\$0,00
Move	US\$500,00	US\$0,00
Repairs	US\$325,00	US\$0,00
Maintenance	US\$725,00	US\$0,00
Service	US\$735,00	US\$0,00
Repairs	US\$2 500,00	US\$0,00
Support	US\$3 500,00	US\$0,00
Support	US\$2 000,00	US\$0,00

He notices that the US server has been more expensive than the German server.

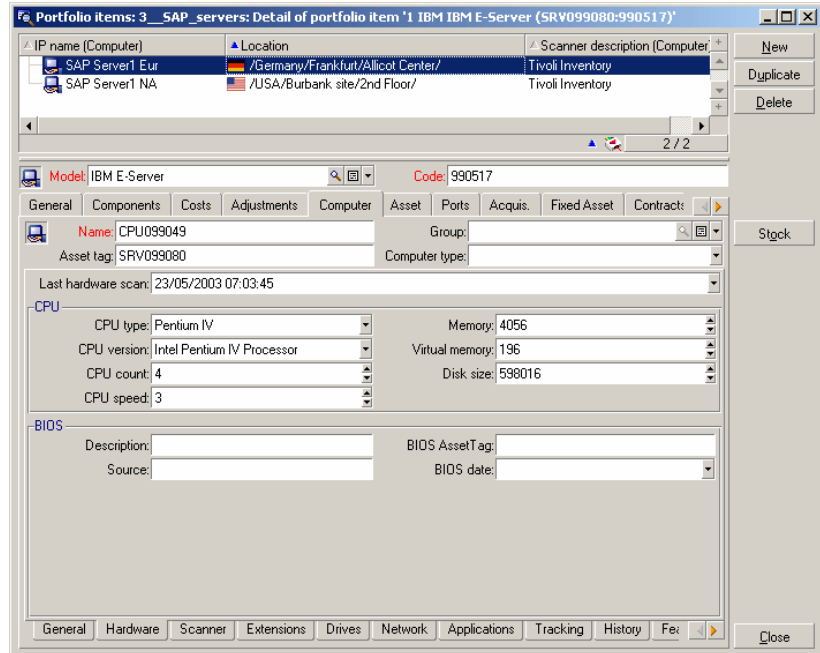
George Gilbert will now compare the architecture of the two servers:

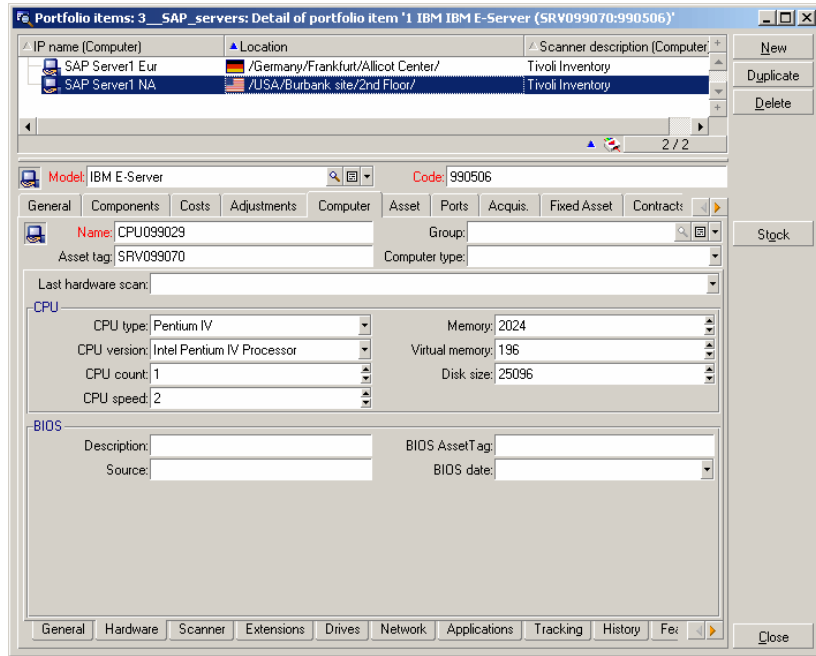




He notices that the German server is based on a *Red Hat Linux* computer running *Oracle* whereas the US server is based a computer running *Oracle* but is based on *IBM AIX*.

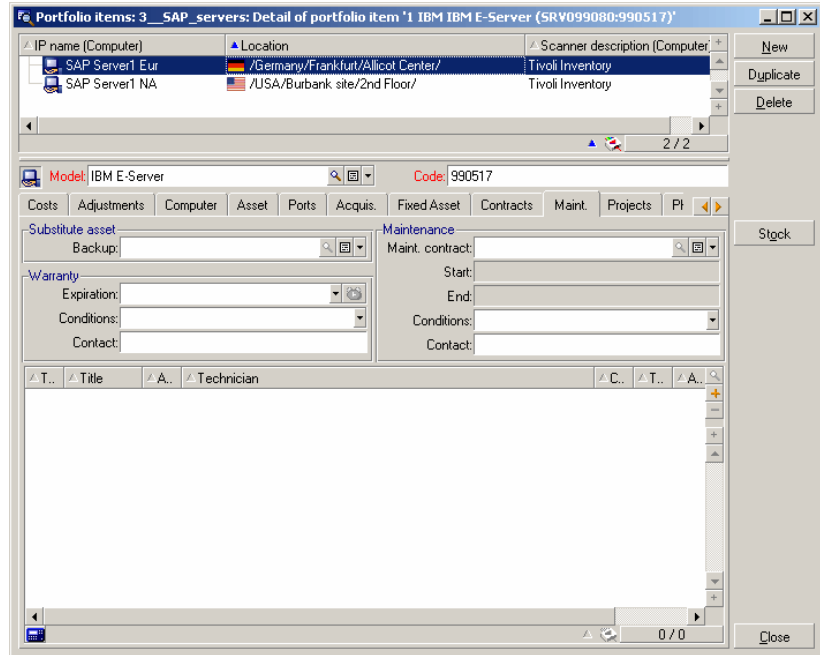
He will now compare the technical details of the two servers:

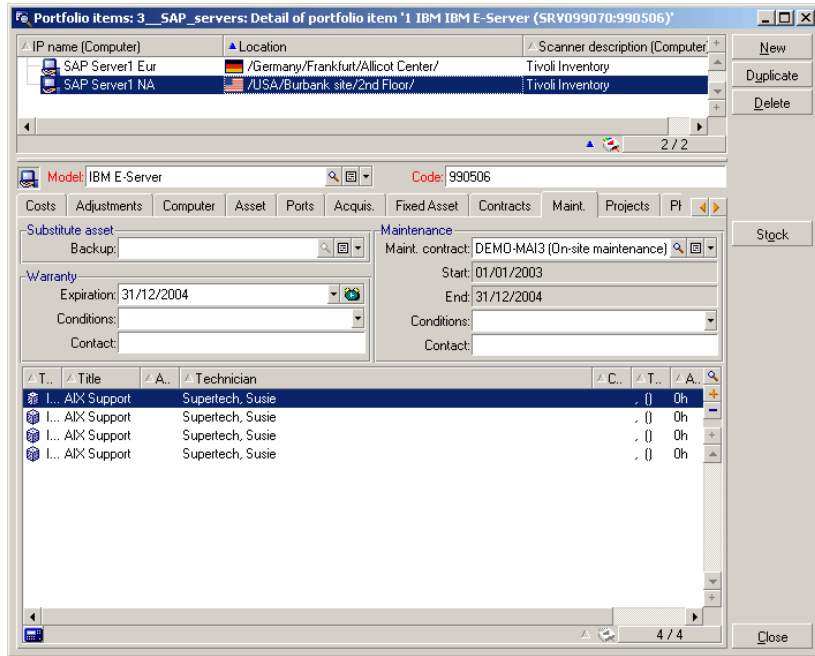




He notices that the German server has 4 CPUs whereas the US server has only one.

George Gilbert would like to compare the maintenance logs of the 2 servers:

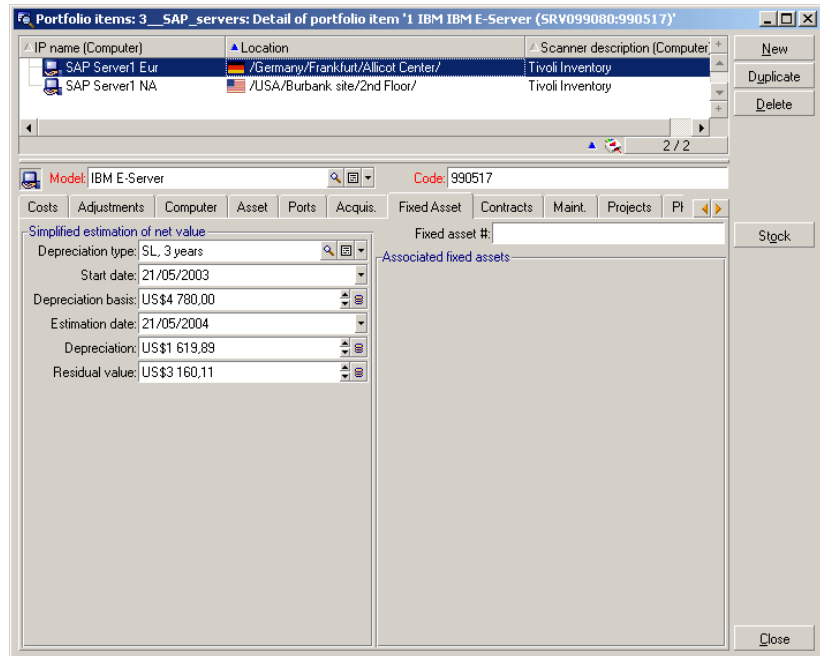


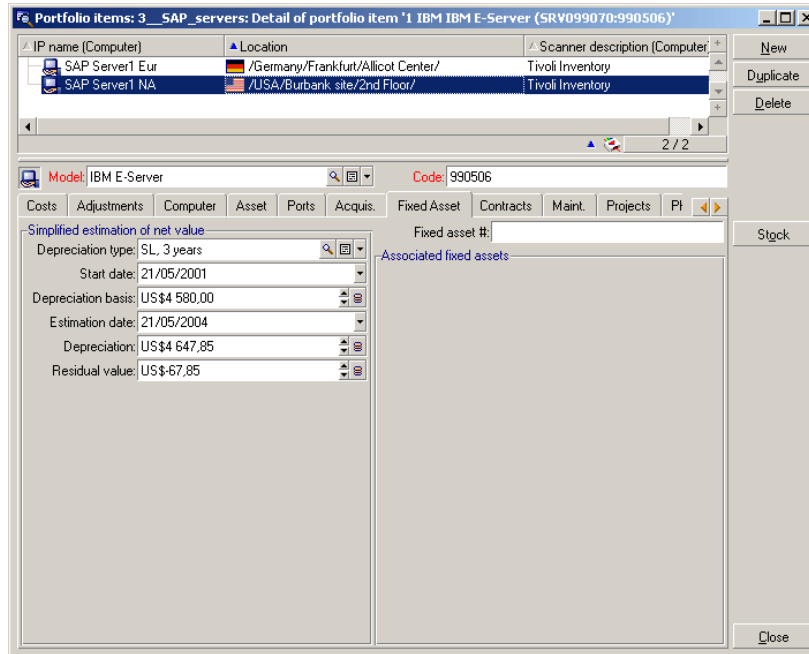


He notices that the German server has not required maintenance, whereas the US server has required several AIX work orders.



George Gilbert now would like information on the amortization status of the two servers:





He notices that the US service is fully amortized, whereas the German server is not yet.

All this information, obtained in a short amount of time, has allowed him to compare the two different solutions in terms of expenditure and he can now make an informed decision to consolidate on the German SAP server.

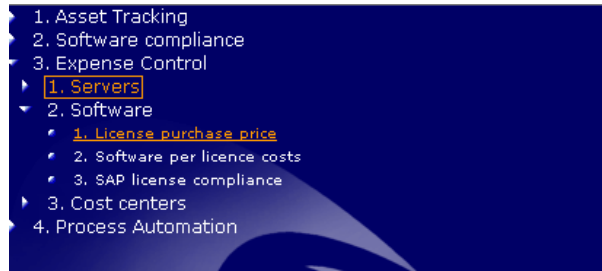
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## Optimizing software license expenses

George believes that since the merger, his company is likely over-spending on software licenses and he decides to investigate. He has decided to start by looking at his most expensive software.

He starts by searching for software the most expensive to buy.

He opens the list of license purchase prices using the shortcut *1. License purchase prices*:



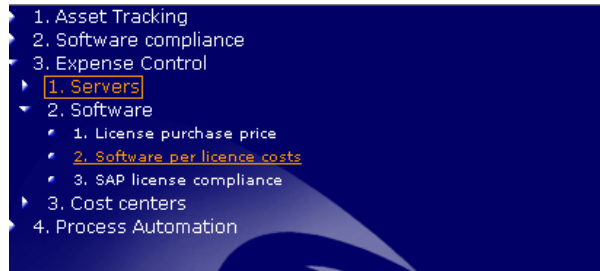
Asset Manager displays the following list of license purchase prices:

A screenshot of a software license list window titled "License\_purchase\_price: List of models". The window displays a table with columns for Name, Brand, and Price (Default). The table contains the following data:

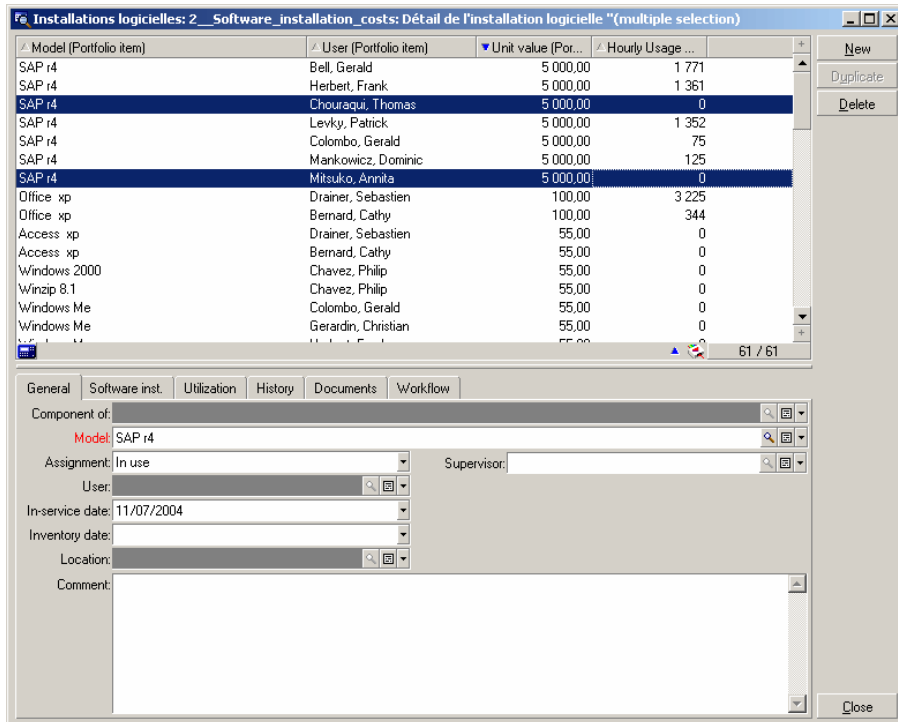
Name	Brand	Price (Def...)
SAP r4	SAP	125 000,00
IBM ADX v 5.2	IBM	30 000,00
Property Management Service Gold	Workspeed	15 000,00
Notes 4.6	Lotus	10 000,00
Cisco VPN Client 4.0	Cisco	10 000,00
Linux Red Hat Ent v3	Red Hat	5 000,00
Intranets	Intranet	3 000,00
Groupware W	Brandix	1 300,00
Groupware U	Brandix	1 100,00
Office 2000 Pro	Microsoft	484,00
Office 2000	Microsoft	431,00
Windows 2000	Microsoft	231,00
Windows 2000 Server	Microsoft	231,00
Windows XP	Microsoft	176,00
FrontPage 2000	Microsoft	129,00
Winzip 8.1	WinZip Computing	89,00
Norton AntiVirus Corporate Edition 7.6		43,00
Plus 98	Microsoft	33,00
Office XP	Microsoft	0,00
Oracle 10g		0,00
Cisco VPN	Cisco	0,00

At first glance, he quickly identifies that SAP is by far the most expensive license. He therefore decides to drill down further. George starts by examining SAP per user costs.

He accesses the list of software installation costs using the shortcut *1. Software installation costs*:



Asset Manager displays the corresponding list:

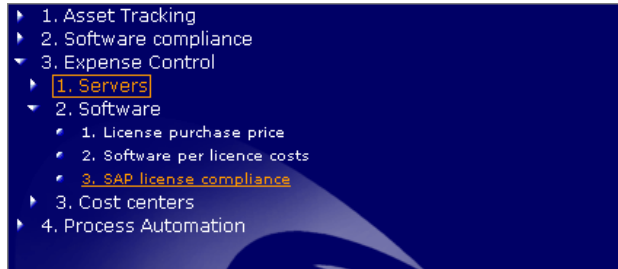


George confirms that SAP is very expensive to deploy on a per-user basis and that he should closely scrutinize who has access to it.

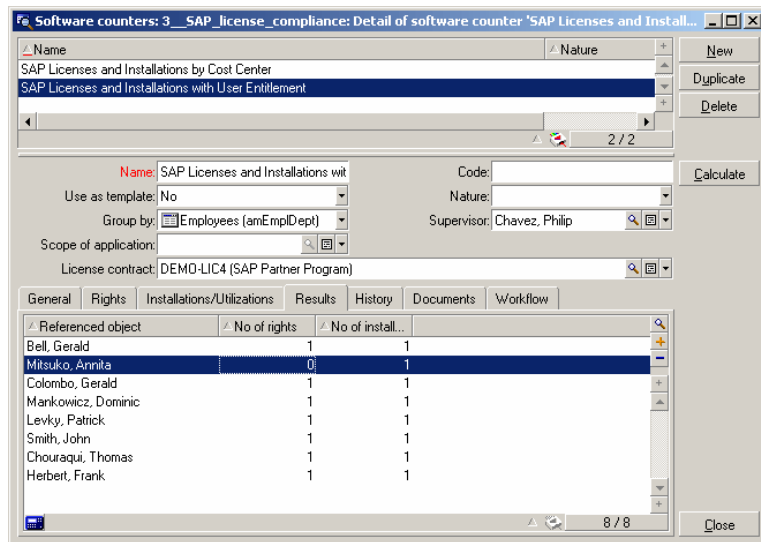
George notices that two people who have SAP installed are not using it (usage = 0). This presents a potential cost savings opportunity.

George moves on to see whether the company is contractually in compliance for the SAP licenses it has deployed.

First, George clicks on the **Rights** tab to review total number of rights versus number deployed. This should show that he is in compliance. Next he accesses the list of SAP software counters using the shortcut 3. *SAP license compliance*:



Asset Manager displays the following list



He sees that Annita Mitsuko has SAP installed but is not actually entitled to one. Also, from the previous screen, George remembers that Annita is not using the product. Therefore, George can contact Annita directly and then reduce the number of SAP licenses that the company needs to maintain, thus saving on future maintenance expenses related to the license.

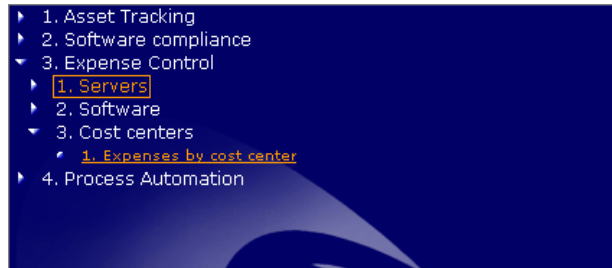
In another example, Thomas Chouraki has an SAP license and is identified as being entitled to it, however, as he saw in the previous screen, Thomas has also not used SAP. Here again is another opportunity to either reassign the license or reduce the number of licenses required.

---

## Analyzing expenses by cost center

As George is under pressure to identify other areas to reduce expenses, he has decided to review costs by department to determine if he can identify additional cost cutting opportunities.

He accesses the list of expenses using the shortcut *1. Expenses by cost center*:



Asset Manager displays a list of expenses. Note the identification of departments and cost centers that are responsible for the incurred expenses:

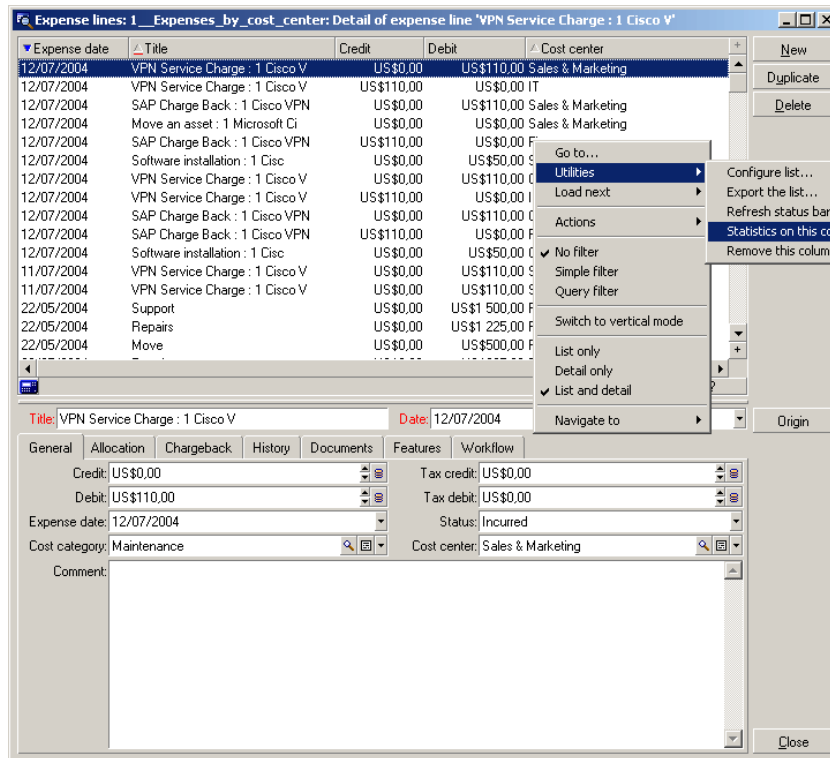
The screenshot shows the HP Asset Manager interface. The top window displays a list of expenses with columns for Expense date, Title, Credit, Debit, and Cost center. Below this is a detailed view of an expense line for 'VPN Service Charge : 1 Cisco V' on 12/07/2004, showing credit and debit amounts, tax credit and debit, expense date, cost category, and cost center.

Expense date	Title	Credit	Debit	Cost center
12/07/2004	VPN Service Charge : 1 Cisco V	US\$0,00	US\$110,00	Sales & Marketing
12/07/2004	VPN Service Charge : 1 Cisco V	US\$110,00	US\$0,00	IT
12/07/2004	SAP Charge Back : 1 Cisco VPN	US\$0,00	US\$110,00	Sales & Marketing
12/07/2004	Move an asset : 1 Microsoft Ci	US\$0,00	US\$0,00	Sales & Marketing
12/07/2004	SAP Charge Back : 1 Cisco VPN	US\$110,00	US\$0,00	Finance
12/07/2004	Software installation : 1 Cisc	US\$0,00	US\$50,00	Sales & Marketing
12/07/2004	VPN Service Charge : 1 Cisco V	US\$0,00	US\$110,00	Common Line
12/07/2004	VPN Service Charge : 1 Cisco V	US\$110,00	US\$0,00	IT
12/07/2004	SAP Charge Back : 1 Cisco VPN	US\$0,00	US\$110,00	Common Line
12/07/2004	SAP Charge Back : 1 Cisco VPN	US\$110,00	US\$0,00	Finance
12/07/2004	Software installation : 1 Cisc	US\$0,00	US\$50,00	Common Line
11/07/2004	VPN Service Charge : 1 Cisco V	US\$0,00	US\$110,00	Sales & Marketing
11/07/2004	VPN Service Charge : 1 Cisco V	US\$0,00	US\$110,00	Sales & Marketing
22/05/2004	Support	US\$0,00	US\$1 500,00	Finance
22/05/2004	Repairs	US\$0,00	US\$1 225,00	Finance
22/05/2004	Move	US\$0,00	US\$500,00	Finance

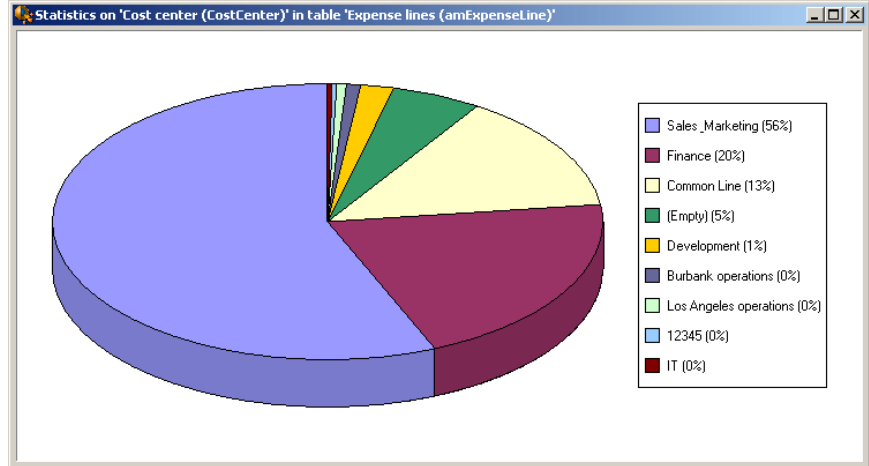
Title: VPN Service Charge : 1 Cisco V		Date: 12/07/2004	
General	Allocation	Chargeback	Workflow
Credit: US\$0,00		Tax credit: US\$0,00	
Debit: US\$110,00		Tax debit: US\$0,00	
Expense date: 12/07/2004		Status: Incurred	
Cost category: Maintenance		Cost center: Sales & Marketing	
Comment:			

George Gilbert right clicks the *Cost center* column, and then selects the **Utilities/Statistics on this column** command from the shortcut menu:





Asset Manager displays a chart that shows expenses by cost center:



Immediately, George recognizes that the marketing department is generating a disproportionate percentage of IT expenses. George can now focus his future efforts on understanding why marketing is so expensive to support.

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## Tracking budget against actual

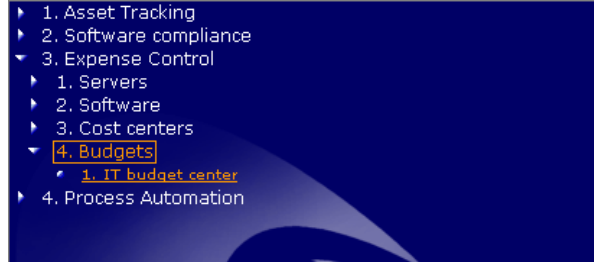
Asset Manager serves as IT's general ledger. With it, George can not only establish his operating budget but also compare actual expenses against budget. This helps to identify cost overruns and plan future courses of action.

Asset Manager allows George to do the following:

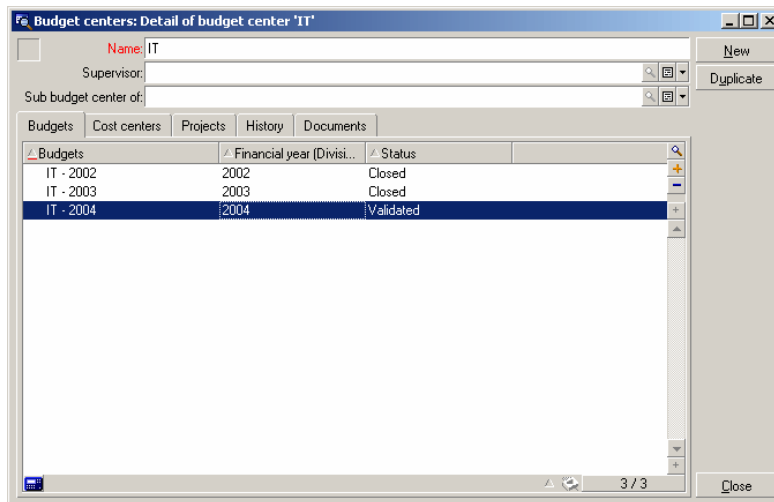
- Create a budget
- Define cost centers and types of costs to be incurred
- Record the types of costs incurred by cost center

Using this information, George has a real-time view of how IT is performing against budget.

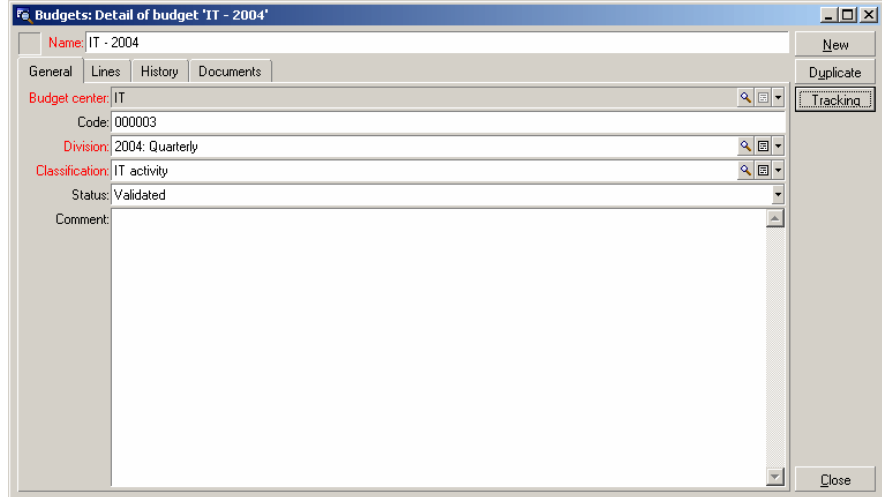
He accesses the list of expenses using the shortcut *1. IT budget center*:



Asset Manager displays the available budgets:

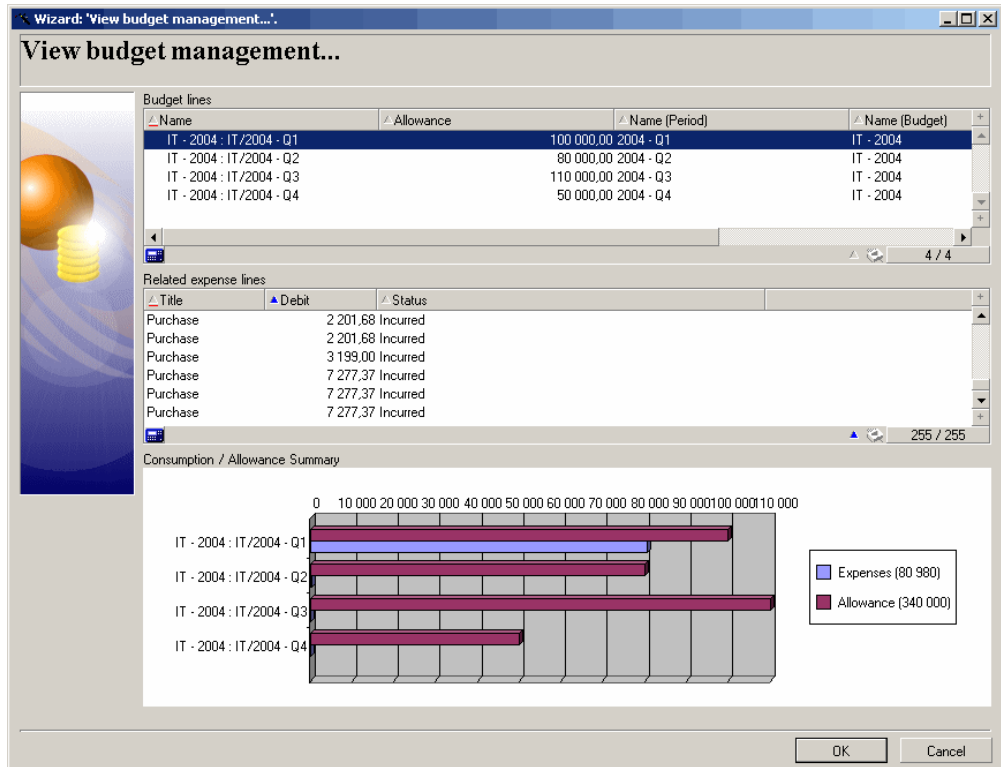


George wishes to review the current, 2004, budget.



In order to compare how IT is working against budget, George clicks the **Tracking** button.

Asset Manager displays a budget control wizard, which enables George to see whether IT is over or under budget.



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# A Going further

This guide has served as a sample of how to use Asset Manager to accomplish the most common Asset Management processes within the early stages of process maturity. By following the steps described in this document, organizations can reach a proactive level of process maturity. To schedule a demo or to learn more about the additional processes unlocked by HP's *Process Automation* and *Asset Optimization* solutions, refer to the HP contacts below.

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## Your contacts at HP

If you have questions or for additional information:

*Bruce Randall* (bruce.randall@hp.com) or *Bruno Labruère* (bruno.labruere@hp.com).

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## Asset Manager compatibility matrix

For information on Asset Manager supported environments, refer to the HP support site at [www.hp.com/go/hpssoftwaresupport](http://www.hp.com/go/hpssoftwaresupport).

Please contact HP for an identifier and a password.

Click the **Support matrix** link.

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## Information on the HP offering

The HP Web site contains a wealth of information.

In particular, you will find product documentation, white papers, demonstrations, customer testimonials.

The site is located at: <http://h20229.www2.hp.com/index.html>.

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## Trying out Asset Manager by yourself

If you would prefer to install Asset Manager and work through the examples on your own, HP is willing to accommodate under the terms of a non-disclosure agreement. Live demonstrations can be scheduled at any time.