

# Quest® InTrust® 11.3 Knowledge Pack for Microsoft Excel

## Readme

May 2017

This readme provides information about the Quest® InTrust® 11.3 Knowledge Pack for Microsoft Excel release.

## Overview

Quest InTrust Knowledge Pack for Microsoft Excel includes a utility that logs changes to Excel files as they occur, an InTrust task that lets you collect the logged data, and a report based on the data.

## Installation and usage

To install the Knowledge Pack (in case you did not select it during InTrust setup), run its setup file (named **EXCEL\_KP.<build\_number>.msi**) on the InTrust Server computer. This file installs predefined InTrust objects. The installation should take place automatically. The installed objects should appear in InTrust Manager when you refresh the treeview after installation. In case the objects do not show up, try restarting InTrust Manager.

## Workflow

Working with the Knowledge Pack is made up of the following steps:

1. Run the **excelTrackChangesCollector.exe** utility from the command line or on schedule to gather Excel file change data. The data is stored locally. In the command, specify the path to the configuration file. The default file is **excelTrackChangesCollector.ini**.
2. Use InTrust to gather output log files from computers in your environment. This is done with the "Excel file change log daily collection" task in InTrust Manager. For correct operation, edit the "Excel File Change Log" template to specify the path to the necessary log files.
3. Import the files to an audit database and build the "Changes in Excel files" report using that database as the data source.

The utility gathers information about changes made to Microsoft Excel files. Excel 2000, Excel XP (2002) and Excel 2003 files are supported. Track Changes mode must be enabled in the files, otherwise no data will be

gathered. To enable Track Changes mode for an individual Excel file, open it in Excel and select **Tools | Track Changes | Highlight Changes**.

The utility reads logging parameters from an INI file specified in the command that runs the utility. If no file is specified, it looks for the default **excelTrackChangesCollector.ini** file in the same folder as itself. If this file is not available, the utility processes all \*.xls files on all fixed disks and writes the log to the log.txt file in the same folder as itself.

## INI File Parameters

The INI file includes one section: [excelTrackChangesCollector].

**Table 1: INI File**

Parameter	Issue ID
Location = <folder>	Folder in which to look for Excel files.
Include = [<mask>]	Mask for files to be processed, for example <b>*2005*.xls</b> . If the mask contains backslashes (\), it is treated as a masked full path, otherwise it is treated as a masked file name. The default is <b>*.xls</b> .
Exclude = [<mask>]	Mask for files to be ignored, for example <b>*temp*.xls</b> . If the mask contains backslashes (\), it is treated as a masked full path, otherwise it is treated as a masked file name.
Timestamp = [<file>]	File into which the utility writes the last modification time for processed files. The default file is <b>timestamp.dat</b> .
Log = <file>	File into which the utility logs its operation and any possible errors. The default file name is <b>log.txt</b>
Output = <folder>	Folder where the utility puts the resulting Excel file change logs.

If you specify relative paths, they are relative to the folder in which the utility resides.

You can specify multiple Include, Exclude and Location parameters. Each recurring parameter must be a separate line in the INI file.

## Excel File Change Log Description

The output file contains the following tab-separated fields:

- **YYYY.MM.DD**—Change date
- **HH:MM:SS**—Change time (local)
- **File name**
- **User name**—The name specified during Excel installation; this is not a user account name
- **Sheet number**
- **Line number**
- **Column number**
- **Type of cell before the change**—0 = empty cell, 1 = number, 3 = string, 5 = formula
- **Cell value before the change**—Only for types 1 and 3, for other types this field is empty
- **Cell type after the change**

Cell value after the change—Only for types 1 and 3, for other types this field is empty

The log also includes information about insertion and deletion of lines, columns and sheets. In the field that shows the cell value before the change, the following appears:

- For inserted lines, columns and sheets: "<insert>"
- For deleted lines and columns: "<delete>"

If a line is inserted or deleted, the column number is shown as -1. If a column is inserted or deleted, the line number is shown as -1. If a sheet is inserted, the line and column numbers are shown as -1.

The name of the output file is constructed as follows:

```
<computer_name>_<gathering_date_and_time:YYYYMMDDHHMMSSmmmm>
```

The file contains records of changes to those files whose change date (not the change time) precedes than the last gathering, or those files that were processed for the first time.

However, change time is stored as local time, so the utility always gathers all changes for the current date, even if they have been gathered previously. Thus, it makes sense to run the utility no more often than once a day.

## Components

The Quest InTrust Knowledge Pack for Microsoft Excel contains the following components:

- Predefined InTrust objects:
  - "Excel file change Log" template
  - "All computers hosting Excel file change logs" site
  - "Excel file change log" gathering policy
  - "Excel file change log daily collection" task with "Excel file change log daily collection" job
- "Changes in Excel files" report
- **excelTrackChangesCollector.exe** utility
- **excelTrackChangesCollector.ini** configuration file

## Known issues

The following is a list of issues known to exist at the time of Quest InTrust Knowledge Pack for Microsoft Excel release.

**Table 2: Setup known issues**

Known Issue	Issue ID
If a modified cell contained a date without a time (such as 18.06.2005), then the contents of the cell are interpreted as a number. The first time this number appears in the log, it is represented in scientific format (for example, <b>4.77831e-299</b> ). In later records, it appears as a 5-digit number.	
If the path to <b>excelTrackChangesCollector.ini</b> is specified incorrectly or not specified at all, then the log file is created empty.	
In time zones that are ahead of GMT, it is recommended to schedule the gathering utility to run at the local time equivalent of 00:00:01 GMT or later. Otherwise, the year may decrease by one in events that occurred between 00:00:00 GMT and 00:00:00 local time.	

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### Legend

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 **IMPORTANT, NOTE, TIP, MOBILE, or VIDEO:** An information icon indicates supporting information.

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