

Best Practice Toolkit: Alma HealthCheck

What is it?

Alma provides a HealthCheck tool that allows Alma administrators to identify whether any issues exist with their configuration, such as potential configuration inconsistencies, errors, and defined functional anomalies.

Where is it?

Go to: **Admin > Advanced tools > HealthCheck dashboard**

The screenshot displays the Alma HealthCheck Dashboard. It includes a 'System Status' section with fields for Last Run Status, Last Run Date (05/04/2016 19:05:04 IDT), Total run time (4 Minutes 4 Seconds), and Completed Tests (3/3). Below this is an 'Entity List' section with a 'Run' button and a list of entities: Fulfillment, Acquisition, User Management, and Resource Management, each with a checkbox. The dashboard also features status controls (Active/Inactive), a scheduling dropdown (Not scheduled), and an 'Email Notifications' button. At the bottom, there is a 'Job History' table with columns for Creator, Status, Time Started, Time Ended, Completed Tests, and Tests with Alerts.

Creator	Status	Time Started	Time Ended	Completed Tests	Tests with Alerts
ex_lmpl	Completed with Errors	05/04/2016 19:05:04 IDT	05/04/2016 19:09:09 IDT	3	2
ex_lmpl	Completed with Errors	05/04/2016 18:52:22 IDT	05/04/2016 18:53:34 IDT	32	17

To run Alma HealthCheck manually or schedule it:

To run the HealthCheck tool manually:

- From the Entity Name section, select the functional areas on which you want to run the HealthCheck tool. The available options are:

Fulfillment/ Acquisitions/ User Management/ Resource Management

- Select **Run**. The job runs.

- To retrieve the reports, go to: **Admin > Monitor job> History** and click the button on the job for running the HealthCheck report, select “report”

- Click the “export list” button in the second section of the page to download an excel report

To schedule the HealthCheck tool to run on a fixed schedule:

- Select Active
- Select one of the following options from the Scheduling drop-down list:
- Every Monday at 6:00
- On the 02 of every month at 06:00
- Select Email Notifications to have a report of the job sent to an email address. For more information, see [Configuring Email Notifications for Scheduled Jobs](#).
- Select Save. The job is scheduled. You can see the job in the list of scheduled job

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