

# AdminDroid Office 365 Reporter

## Product FAQ

## INSTALLATION & MAINTENANCE

### What are the system requirements?

#### System Requirements

- Operating System
  - Windows 8.1
  - Windows 10
  - Windows 11
  - Windows Server 2012
  - Windows Server 2012 R2
  - Windows Server 2016
  - Windows Server 2019
  - Windows Server 2022
  - Windows Server 2025
- Active internet connection is required.
- Minimum Hardware Requirements
  - RAM 8 GB
  - Disk space - 100 GB free
  - 8 or 16 vCPUs

#### Notes:

- Hardware requirements depend on the size of the tenant you are going to set up.
- For better performance please install the product in the Windows server machine.
- We recommend deploying the application in a machine that runs 24 x 7.
- The solution will auto adjust the workload execution based on the available RAM, so you don't need to worry about this factor.
- We highly recommend going with 'SSD' for storage in the AdminDroid installed machine. This would make the data processing much faster.
- AdminDroid will contact Office 365 services at regular intervals to fetch report and audit data. Hence, the AdminDroid-installed machine needs to be turned on always.

## How to update to newest version of the product?

You don't need to worry about updating the application with the latest available version. The product has an inbuilt auto-update module that will self-update the product to the latest version. It ensures that the latest features and security updates are available to you as soon as it is released.

## Where does AdminDroid store the collected Office 365 data?

AdminDroid is currently an on-premise application. The application is fully installed in your environment and stores all of your collected O365 tenant data in your installation machine.

## What is the database used to store report data?

The product comes with a built-in [PostgreSQL](#) database which is used to store and query the report data.

The latest version of AdminDroid uses PostgreSQL version 13. The older versions will be using PostgreSQL version 9.6.1. However, you can reach out to us at '[support@admindroid.com](mailto:support@admindroid.com)' for upgrading your database to the latest version.

We take care of patching and updating the database instance using the auto-update module of the AdminDroid application.

## How to change the default port number used by AdminDroid?

Please follow the below steps to access AdminDroid from a different port.

- Open **Internet Information Services (IIS) Manager**.
- From the left pane, expand **Sites**.
- Right-click on **AdmindroidOffice365ReportingSite** and select **Edit Bindings**.
- Click on **Add** button and enter your desired port leaving other settings intact.

**Note:** Please make sure that no other sites run on the port you choose. If a site already exists, you can follow the above steps and change it to a different port before applying.

## What endpoints and ports do I need to whitelist on my firewall or proxy server?

Hosts need to be whitelisted:

- <https://admindroid.com>
- [https://\\*.admindroid.com](https://*.admindroid.com)
- <https://windows.net>
- [https://\\*.windows.net](https://*.windows.net)
- <https://office.com>
- [https://\\*.office.com](https://*.office.com)
- <https://office365.com>
- [https://\\*.office365.com](https://*.office365.com)
- <https://microsoft.com>
- [https://\\*.microsoft.com](https://*.microsoft.com)
- <https://microsoftonline.us>
- [https://\\*.microsoftonline.us](https://*.microsoftonline.us)
- [https://\\*.microsoftonline.com](https://*.microsoftonline.com)

Ports need to be whitelisted: Outbound 443.

Please check whether [Office 365 endpoints](#) are allowed for access in your proxy and firewall.

## Can I turn on HTTPS for the application?

The application runs inside IIS. So, you can easily [enable HTTPS](#) by providing a valid SSL certificate. You can provide either a self-signed certificate or a valid one from a certificate authority.

## Can we migrate AdminDroid from one machine to another?

Yes, it is possible to transfer AdminDroid from one machine to another without losing your current data.

[Click here](#) to view the migration steps.

## Is AdminDroid a cloud-based application?

No, AdminDroid is only an on-premise application and we don't offer a cloud solution for the product at the moment. As the tool will automatically update to the latest version, no maintenance is required.

If you wish, you shall install the product in a cloud VM and access it as a cloud service. When you host AdminDroid in cloud, we recommend implementing necessary IP/Region-based restrictions for accessing AdminDroid. It will help you to secure the instance from access threats.

## Can we have a live hands-on experience of AdminDroid functionalities without installing the product?

Yes, you can check out our [live demo instance](#) from our website to view, and have a hands-on experience on the available functionalities.

You shall [download](#) and install AdminDroid from our website. Right from the product setup, every product functionality is very simple to implement, understand and use. We have laid out all the user interface elements properly and made sure that it shouldn't arise any confusion to the end user.

## What kind of support does AdminDroid provide?

We provide 24 x 7 email support, and we are very responsive to the emails. If there is any issue, then we will troubleshoot the issue through a shared remote desktop session and ensure that all the product functionalities are working as expected.

If you have any queries, then please reach out to us at '[support@admindroid.com](mailto:support@admindroid.com)', we will get back to you as earlier as possible.



## OFFICE 365 PERMISSION

### Why does AdminDroid require a Global Admin authorization?

The product requires Global Admin authorization to ensure that it can be set up only by an authorized person from your organization.

**Note:** The application won't store the password for your Global Admin account. You just need to provide the directory access permission to the AdminDroid application from your Global Admin account.

### How does AdminDroid collect Office 365 data?

AdminDroid uses the Graph API, CSOM, and PowerShell cmdlets provided by Microsoft, to collect Office 365 data. However, you don't need to install any PowerShell modules as AdminDroid will take care of using the latest supported modules.

## What are the graph API permissions that AdminDroid uses to collect the Office 365 data?

AdminDroid uses various Graph APIs to collect data for your tenants. It requires the following permissions to ensure seamless data collection from Microsoft 365.

- The basic reporting of Azure AD (such as Users, Groups, MFA details, License, etc.), uses the following permission:
  - *Directory.ReadWrite.All* - Read and write directory data
- The advanced reporting data collection uses the following permissions:
  - *AuditLog.Read.All* - Read all audit log data
  - *Reports.Read.All* - Read all usage reports
  - *Exchange.ManageAsApp* - Manage Exchange As Application
  - *Sites.FullControl.All* - Have full control of all site collections
  - *SecurityEvents.Read.All* - Read your organization's security events
  - *Policy.Read.All* - Read your organization's policies
  - *IdentityRiskEvent.Read.All* - Read all identity risk information
  - *User.ReadWrite.All* - Read and write all users' full profiles
  - *Mail.ReadWrite* - Read and write mail in all mailboxes
  - *ReportSettings.ReadWrite.All* - Read and write all admin report settings

**Note:** Though we have the write permission to the directory, AdminDroid will not write (Create/Update/Modify...) anything without your approval. For the seamless working of our upcoming 'Microsoft 365 Management functionality', the directory write permissions are required.

## What happens when we enable Advanced Reporting?

Enabling Advanced reporting generates a [Service Application](#) that is required to collect Audit Logs, Reports on Exchange Online, SharePoint, OneDrive, Teams, Streams, Skype, Yammer, Secure Score, Usage and Adoption details, etc. The Service Application will be created in your Azure Active Directory. You can find the created application in your [Azure AD portal](#).

## What changes will be made in my tenant using the Service Application?

The Service Application will be used only to collect the Office 365 data. We won't modify or create anything in your tenant.

## Where is the Service Application information stored?

The Service Application information is encrypted and stored in your AdminDroid's installation location, inside a password-protected database.

Note: This database protection is not only for Service Application information; It applies for all your data collected from Office 365.

## Will the Service Application incur any Office 365 license cost?

No, the created Service Application doesn't require any license.



## OFFICE 365 DATA COLLECTION

## Does AdminDroid support modern authentication?

Yes, completely. AdminDroid uses modern authentication for everything from login to collecting data from your Office 365 tenant. However, you need to have basic authentication enabled on your local computer as this is a Microsoft requirement. You shall refer to this official [Microsoft documentation](#) to know more about this requirement and modern authentication. Please contact our [support](#) if you have any further queries.

## What is the retention period for collected Office 365 data?

This tool doesn't enforce any restriction on how long you can keep your auditing and reporting data. You can retain your data as per your company policy using AdminDroid's Retention settings.

## Can we manage multiple clients using AdminDroid?

Yes, AdminDroid can manage multiple tenants in a single portal efficiently. You can add tenants in the '**Settings > Tenant**' page from the left pane of your AdminDroid portal. It also offers effort-free delegation options. You can delegate any Office 365 users to access one or more tenants.

## How does AdminDroid refresh the report data?

AdminDroid provides near-real-time reports that auto-refreshes at specific intervals. AdminDroid always ensures that you see the latest data inside any report or dashboard.

You can manually refresh the data anytime using the '**Sync Now**' option provided in the application.

Office 365 Application	Refresh Frequency
Azure Active Directory	10 minutes
Audit Log, Email Log, Sign-in Log	10 minutes
Exchange, Microsoft Teams	24 hours
SharePoint	24 hours
Office 365 Usage Reporting Data*	6 hours

\*Microsoft API usually returns the Office 365 usage data with a **48 hours delay**, and hence, you will face the same in the AdminDroid usage reports.

For up-to-date usage data, you shall refer to our Analytics reports. For instance, if you wish to get near real-time email statistics, refer to the 'Email Analytics' section under 'Analytics'.



## What is the login method used for this application?

AdminDroid has built-in support for Office 365 single sign-on (SSO). Hence, the authorization is handled by Office 365 login page.

## Can I use 2FA or MFA for this application?

Yes, as the product supports SSO with Office 365, if you enabled 2FA or MFA to your Office 365 account then the same authentication is enforced to access this application i.e., the same security standards that you follow for your Office 365 account can be incorporated for AdminDroid.



## How does the data security work?

Always our main focus is the security of our customer data. We designed our product in such a way that always customer controls their data that's why we built an on-premise system instead of building a cloud application.

## Does AdminDroid send any data out of the installation machine?

No, we don't process your Office 365 data outside of the installation machine.

We will just have your admin email-id which is used to install the product. This email-id will be used to communicate with you regarding security and feature updates of the product.

We do collect anonymous statistics about your usage of the product functionalities to better prioritize our upcoming features and enhancements. This data is never shared with any third party.

## Does AdminDroid application comply with the General Data Protection Regulation (GDPR)?

As the product is on-premise based, we store all the collected information in the machine which is under your control. So, you can control the security and accessibility of the system. We store all the information in the database with an encrypted password and you can access the data only through your configured Office 365 credentials.

## Who can view the report's data?

Only authorized Office 365 users in your organization can access the product. You can configure any user account from your tenant irrespective of their Office 365 role permission, to access AdminDroid. You shall do this from the '**Settings > Admins**' page of your AdminDroid portal.

Also, AdminDroid's 'granular role-based access delegation' functionality will allow you to delegate limited access to the AdminDroid portal. You can provide access to only required reports/dashboards and also you can limit the data available in those reports/dashboards.

## Enabling HTTPS for AdminDroid:

To enable HTTPS for AdminDroid Office 365 Reporter application via IIS Manager, please follow below steps in the machine where AdminDroid Office 365 Reporter application is installed.

### Create Self-Signed Certificate:

- Open **IIS Manager**.
- Select '**Server Certificates**' in the list of available features.
- In the Actions pane (you can find this in RHS of IIS Manager) select '**Create Self Signed Certificate**'.
- In the Friendly name field, type 'AdminDroid Office 365 Reporter' and click OK.

### Applying the Certificate:

- Open **IIS Manager**.
- Now in the Connection pane (you can find this in LHS of IIS Manager), expand the 'Site' folder and navigate to '**AdmindroidOffice365ReporterSite**'.
- Right-click 'AdmindroidOffice365ReporterSite'. Select '**Edit Bindings**'. Now 'Site Binding' popup will appear.
- In the Site Bindings popup, click 'Add' button.
- Select the type **https**.
- Specify any unoccupied port number.
- In the SSL Certificate list box select to 'AdminDroid Office 365 Reporter'.
- Click OK.
- Now you can access AdminDroid Office 365 reporter in https by specifying the newly assigned port.

### Note:

As this is a self-signed certificate you may get a warning message in the browser, you need to skip this warning, or you have to add this certificate to the trusted store.

If you have valid SSL certificate from a CA, then you can just import the SSL certificate in IIS Manager and follow the steps in 'Applying the Certificate'.

## Steps to migrate AdminDroid from one machine to another:

1. Install the latest version of AdminDroid Office 365 Reporter from our [website](#) in the target machine.
2. Ensure that both installations are running the **same version** of AdminDroid. You can verify that by navigating to **Support** page in the product's left navigation menu.
3. Turn off the 'AdminDroid' Application Pool in both old and new Installations.
  - Open **IIS Manager**.
  - Now in the Connection pane (you can find this in LHS of IIS Manager), select the '**Application Pools**' and select to '**AdmindroidOffice365ReportingAppPool**' from the list.
  - Right-click 'AdmindroidOffice365ReportingAppPool' and click '**Stop**'.
4. Delete the installation folder (Office 365 Reporter) in the new installation. The product will be usually installed in 'C:\Program Files\AdminDroid\Office 365 Reporter'.
5. Now go to the AdminDroid installation folder in the old installation and copy the installation folder ('C:\Program Files\AdminDroid\Office 365 Reporter') and paste it in the new installation machine.
6. Once all the files are copied, **turn on** the 'AdmindroidOffice365ReportingAppPool' in the target machine.

Now, you can access the AdminDroid application using the shortcut provided in the desktop of the target machine.

**Please have the initially installed files in the same location for up to a week.** This will serve as a back-up until its confirmed that everything is working fine in the new location.

## AdminDroid

Our mission is to solve everyday challenges of IT admins and save their time. We strive to provide admin-friendly software with a user-friendly interface, at a budget-friendly pricing. Try AdminDroid, and you'll love how it simplifies your Microsoft 365 management!


For a live demonstration of our flagship tool, AdminDroid Microsoft 365 Reporter, visit below.

[Live Demo](#)

[Download](#)

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