

# How to report ESX farm capacity

Follow these steps to generate a VMware Workload report:

1. Click the Reports tab.
2. Click VMware Workload on the left menu.
3. Select the Date / Time range that you want to report on.
4. Select desired report options.
5. Select the element or groups of ESX servers that you want to report on.
6. Select the report output type.
7. Choose Generate Now or schedule the report to be generated at a later time.