



ASCENDER GUIDES



Audit Log

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Audit Log

Security Administration > Utilities > Audit Log Report

This report provides an audit log for a specified date range. The audit log contains all changes made in Business or Student since the last audit log purge.

Generate the report:

Under **Application:**

Business	Select to only include Business audit log records.	OR	Student	Select to only include Student audit log records.
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Under **Audit Log Date Range:**

Field	Description
From	Type the beginning date for which you want view audit log records in the MMDDYYYY format.
To	Type the ending date to which you want to view audit log records in the MMDDYYYY format.
Button	Description
Run	<input type="checkbox"/> Click Run to generate the report. Otherwise, click Cancel to clear the selections and not generate the report. Review the report.
Reset	Click to clear the search criteria on the page.