



Aptean

Administration - Audit Log

Calidus TMS - 12.45

10th October 2014 - 2.0
Reference: ADMINISTRATION

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1 Audit Log

The C-TMS Audit Log Screen provides the users with informational messages regarding the processes on C-TMS. C-TMS Audit Log can be accessed from the C-TMS Modules menu.

Once selected the form as shown below will be displayed.

The screenshot shows the 'Audit Tracking' window. At the top, there's a menu bar with 'Action', 'C-TMS Modules', 'Administration', 'Edit', 'Help', and 'Window'. Below the menu bar, there's a toolbar with navigation icons. The main area has a header with 'ORI_LOG v2.0' and 'C-TMS v11.11'. Below the header, there are input fields for 'Date' (10/10/14), 'Prog' (empty), and 'Action' (empty). There's also a 'Type' dropdown menu. The main table has columns: Date, User, Prog Name, Type, Message, and Action Req'd. The table is currently empty. At the bottom, there are buttons for 'Clear Log', 'Action Error', and 'Close'. There's also a field for 'Actioned By' and a date field.

1.1 Audit log search

Enter the date for which you require the audit information. Click on the question mark to return the information. The information can be filtered on:

- 1. The program that generated the audit log
- 2. The type of record
- 3. Whether the record is actioned or un-actioned

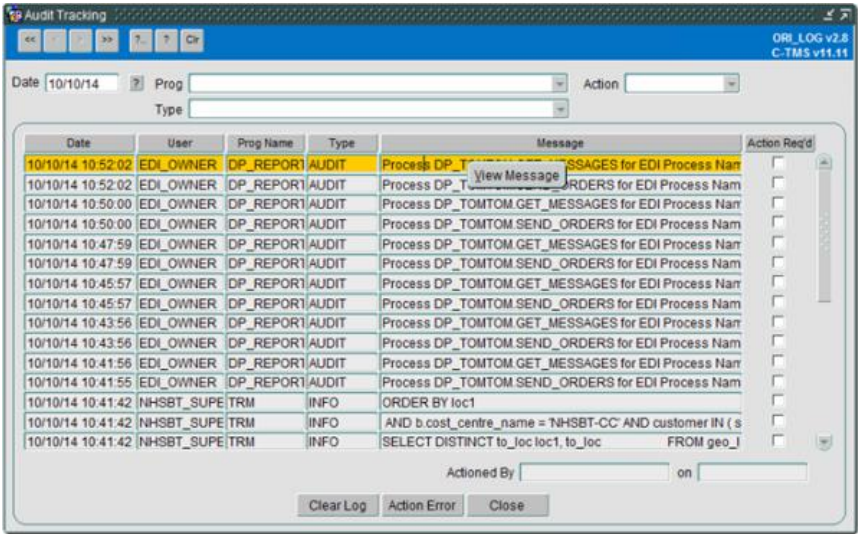
The screenshot shows the 'Audit Tracking' window with the same layout as the previous one. The 'Date' field is set to 10/10/14. The 'Prog' dropdown is set to 'TRIP - Trips'. The 'Type' dropdown is set to 'INFO - Information Messages'. The table now contains several rows of data. The first row is highlighted in yellow. The 'Action Req'd' column has checkboxes for each row. At the bottom, there are buttons for 'Clear Log', 'Action Error', and 'Close'. There's also a field for 'Actioned By' and a date field.

Date	User	Prog Name	Type	Message	Action Req'd
10/10/14 10:35:34	NHSBT_SUPE	TRIP	INFO	OMS_SCAN OPD	☐
10/10/14 10:34:10	NHSBT_SUPE	TRIP	INFO	OMS_SCAN OPD	☐
10/10/14 10:31:45	NHSBT_SUPE	TRIP	INFO	OMS_SCAN OPD	☐
10/10/14 10:07:25	NHSBT_SUPE	TRIP	INFO	OMS_SCAN OPD	☐
10/10/14 10:06:08	NHSBT_SUPE	TRIP	INFO	OMS_SCAN OPD	☐
10/10/14 10:02:20	NHSBT_SUPE	TRIP	INFO	OMS_SCAN OPD	☐
10/10/14 10:01:34	NHSBT_SUPE	TRIP	INFO	OMS_SCAN OPD	☐
10/10/14 10:00:18	NHSBT_SUPE	TRIP	INFO	OMS_SCAN OPD	☐
10/10/14 09:58:52	NHSBT_SUPE	TRIP	INFO	OMS_SCAN OPD	☐
10/10/14 09:57:44	NHSBT_SUPE	TRIP	INFO	OMS_SCAN OPD	☐

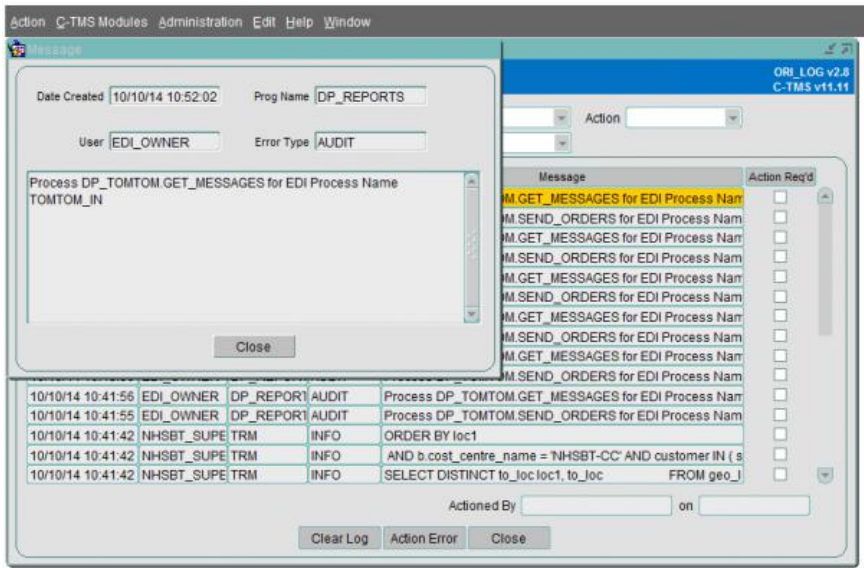


1.2 View Message

The message field can be scrolled to the right to view any more descriptive messages. In this case you can right click on the message and a new button **View Message** is shown as below.



By clicking on the **View Message** button the whole message can be viewed as shown:



1.3 Action a Log message

A log message can be marked to indicate that a remedial action was taken. This is indicated by the *Action Required* checkbox being ticked. To record that you have rectified the error you click the **Action Error** button and a pop-up box appears as below:

Date	User	Prog Name	Type	Message	Action Req'd
09/10/14 16:59:27	EPOD	EPOD_WS	ERROR	Could not process acknowledgement message from Calidus	☒
09/10/14 16:59:31	EPOD	EPOD_WS	ERROR	Could not process acknowledgement message from Calidus	☒
09/10/14 16:59:30	EPOD	EPOD_WS	ERROR	Could not process acknowledgement message from Calidus	☒
09/10/14 16:59:28	EPOD	EPOD_WS	ERROR	Could not process acknowledgement message from Calidus	☒
09/10/14 11:44:07	EDI_OWNER	DP_REPORT	AUDIT	Process DP_TOMTOM_SEND_ORDERS for EDI Process Nam	☐
09/10/14 12:08:17	EDI_OWNER	DP_REPORT	AUDIT	Process DP_TOMTOM_SEND_ORDERS for EDI Process Nam	☐
09/10/14 12:14:19	EDI_OWNER	DP_REPORT	AUDIT	Process DP_TOMTOM_SEND_ORDERS for EDI Process Nam	☐
09/10/14 11:28:01	EDI_OWNER	DP_REPORT	AUDIT	Process DP_TOMTOM_SEND_ORDERS for EDI Process Nam	☐
09/10/14 11:30:03	EDI_OWNER	GEO	INFO	Distance and Time for J2=>P250 from NET entry: 1/5	☐
09/10/14 11:30:03	EDI_OWNER	GEO	INFO	Distance and Time for P250=>J2 from REVERSE NET entry: 1	☐
09/10/14 11:30:03	EDI_OWNER	GEO	INFO	Distance and Time for J2=>P250 from NET entry: 1/5	☐
09/10/14 11:30:03	EDI_OWNER	GEO	INFO	Distance and Time for P250=>J2 from REVERSE NET entry: 1	☐
09/10/14 11:30:03	EDI_OWNER	GEO	INFO	Distance and Time for J2=>P250 from NET entry: 1/5	☐
09/10/14 11:30:03	EDI_OWNER	GEO	INFO	Distance and Time for P250=>J2 from REVERSE NET entry: 1	☐

Choose the person who has actioned the error from the drop down list and press the **Apply** button.

Date	User	Prog Name	Type	Message	Action Req'd
09/10/14 16:59:30	EPOD	EPOD_WS	ERROR	Could not process acknowledgement message from Calidus	☒
09/10/14 16:59:27	EPOD	EPOD_WS	ERROR	Could not process acknowledgement message from Calidus	☒
09/10/14 16:59:31	EPOD	EPOD_WS	ERROR	Could not process acknowledgement message from Calidus	☒
09/10/14 16:59:28	EPOD	EPOD_WS	ERROR	Could not process acknowledgement message from Calidus	☒
09/10/14 11:44:07	EDI_OWNER	DP_REPORT	AUDIT	Process DP_TOMTOM_SEND_ORDERS for EDI Process Nam	☐
09/10/14 12:08:17	EDI_OWNER	DP_REPORT	AUDIT	Process DP_TOMTOM_SEND_ORDERS for EDI Process Nam	☐
09/10/14 12:14:19	EDI_OWNER	DP_REPORT	AUDIT	Process DP_TOMTOM_SEND_ORDERS for EDI Process Nam	☐
09/10/14 11:28:01	EDI_OWNER	DP_REPORT	AUDIT	Process DP_TOMTOM_SEND_ORDERS for EDI Process Nam	☐
09/10/14 11:30:03	EDI_OWNER	GEO	INFO	Distance and Time for J2=>P250 from NET entry: 1/5	☐
09/10/14 11:30:03	EDI_OWNER	GEO	INFO	Distance and Time for P250=>J2 from REVERSE NET entry: 1	☐
09/10/14 11:30:03	EDI_OWNER	GEO	INFO	Distance and Time for J2=>P250 from NET entry: 1/5	☐
09/10/14 11:30:03	EDI_OWNER	GEO	INFO	Distance and Time for P250=>J2 from REVERSE NET entry: 1	☐
09/10/14 11:30:03	EDI_OWNER	GEO	INFO	Distance and Time for J2=>P250 from NET entry: 1/5	☐
09/10/14 11:30:03	EDI_OWNER	GEO	INFO	Distance and Time for P250=>J2 from REVERSE NET entry: 1	☐

The record is updated and the actioned by fields on the bottom right of the screen are updated:

Date	User	Prog Name	Type	Message	Action Req'd
09/10/14 16:59:26	EPOD	EPOD_WS	ERROR	Could not process acknowledgement message from Calidus	☒
09/10/14 16:59:27	EPOD	EPOD_WS	ERROR	Could not process acknowledgement message from Calidus	☒
09/10/14 16:59:31	EPOD	EPOD_WS	ERROR	Could not process acknowledgement message from Calidus	☒
09/10/14 16:59:30	EPOD	EPOD_WS	ERROR	Could not process acknowledgement message from Calidus	☒
09/10/14 16:59:28	EPOD	EPOD_WS	ERROR	Could not process acknowledgement message from Calidus	☒
09/10/14 11:44:07	EDI_OWNER	DP_REPORT	AUDIT	Process DP_TOMTOM_SEND_ORDERS for EDI Process Nam	☐
09/10/14 12:08:17	EDI_OWNER	DP_REPORT	AUDIT	Process DP_TOMTOM_SEND_ORDERS for EDI Process Nam	☐
09/10/14 12:14:19	EDI_OWNER	DP_REPORT	AUDIT	Process DP_TOMTOM_SEND_ORDERS for EDI Process Nam	☐
09/10/14 11:28:01	EDI_OWNER	DP_REPORT	AUDIT	Process DP_TOMTOM_SEND_ORDERS for EDI Process Nam	☐
09/10/14 11:30:03	EDI_OWNER	GEO	INFO	Distance and Time for J2=>P250 from NET entry: 1/5	☐
09/10/14 11:30:03	EDI_OWNER	GEO	INFO	Distance and Time for P250=>J2 from REVERSE NET entry: 1	☐
09/10/14 11:30:03	EDI_OWNER	GEO	INFO	Distance and Time for J2=>P250 from NET entry: 1/5	☐
09/10/14 11:30:03	EDI_OWNER	GEO	INFO	Distance and Time for P250=>J2 from REVERSE NET entry: 1	☐
09/10/14 11:30:03	EDI_OWNER	GEO	INFO	Distance and Time for J2=>P250 from NET entry: 1/5	☐
09/10/14 11:30:03	EDI_OWNER	GEO	INFO	Distance and Time for P250=>J2 from REVERSE NET entry: 1	☐



To clear down the audit log records press the **Clear Log** button.

1.4 Further Configuration

The following are system parameters affecting this function:

Parameter	Description	Level
ADM EXCLUDE AUDIT LOG	Processes that will be excluded from writing audit log records.	SYSTEM
ADM EXCLUDE PACKAGE MSG	Packages whose adm log messages are not to be written	SYSTEM
ADM LOG ARC DEL DAYS	Number of days that ADM LOG ARCHIVE messages should be kept for	SYSTEM

