Audit Viewer Inquiry (M&U)

The Maintenance Audit Viewer (or Audit Log) displays historical data specifically related to: Work Plans; Maintenance Schedules; Maintenance Teams; Maintenance Activities

The Audit Log can be searched by any combination of User Id, Field Name, Field Value, and Program Id

1. Navigate to the **Inquiries > History > Audit Viewer** menu path.
2. To proceed, you must select one of the following Search Criteria:
   - **User Identity**   • **Field Name**
   - **Field Value**   • **Program Id**
3. Select **User Identity** and enter your Login Id or that of a subordinate (e.g., msimpson) to check on work progress.
4. Select the **Continue** button.
5. The **Search Option Display/Add** page displays. You can adjust **Search Dates** and add Search Criteria to customize a query.
6. Select the **Search** button to conduct your inquiry.

Search Criteria Descriptions

Two of the **Search Criteria**, **User Identity** and **Field Value**, use data entry, as illustrated here. The other two, **Field Name** and **Program Id**, use hyperlinks that result in pop-up displays of drop-down lists.

Search Criteria:

Select the search criteria. Multiple search criteria can be selected; but, at least one criteria is required.

User Identity
Field Name
Field Value
Program Id

User Identity

Find transactions created by the User entered below.

msimpson

Back   Continue

User Identities

🗑 msimpson

Field Names

Values

Programs

Search Dates

* From Date:
10/03/2011

* To Date
11/08/2011

Add Criteria   Preview

Search

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Audit Viewer Results (M&U)

The **Search Results** page displays.

The results are listed in a scrollable format. The **SELECT** hyperlink provides details about the audit record when it is chosen. Choose **SELECT** for one of the records.

Search Criteria:

Select the search criteria. Multiple search criteria can be selected; but, at least one criteria is required.

- User Identity
- Field Name
- Field Value
- Program Id

View Current Search Criteria

SELECT	
User:	MIKE SIMPSON
Program Id:	WPMAN07 - Maintenance Team Add/Update/Delete
Audit Group:	TM - Team Audit Group
Date Time:	11/7/2011 12:00:00 AM
Tran Id:	02194cc8-6e7e-48d9-a849-1d4d8d8d2c6c
Tran Cd:	I - INSERT

SELECT	
User:	MIKE SIMPSON
Program Id:	WPMAN07 - Maintenance Team Add/Update/Delete
Audit Group:	TM - Team Audit Group
Date Time:	11/7/2011 12:00:00 AM
Tran Id:	0908fae2-704b-41b4-8bca-28b18a71fffb
Tran Cd:	I - INSERT

SELECT	
User:	MIKE SIMPSON
Program Id:	WPMAN07 - Maintenance Team Add/Update/Delete
Audit Group:	TM - Team Audit Group
Date Time:	11/7/2011 12:00:00 AM
Tran Id:	de91ac28-d807-4d0e-99ce-4358fc196eb4
Tran Cd:	I - INSERT

SELECT	
User:	MIKE SIMPSON
Program Id:	WPMAN08 - Work Plan Add/Update/Delete
Audit Group:	WP - Work Plan Audit Group
Date Time:	11/7/2011 12:00:00 AM
Tran Id:	e8bd355b-d1b1-4a86-82d2-faa63561895e
Tran Cd:	U - UPDATE

SELECT	
User:	MIKE SIMPSON
Program Id:	WPMAN08 - Work Plan Add/Update/Delete
Audit Group:	WP - Work Plan Audit Group
Date Time:	11/7/2011 12:00:00 AM
Tran Id:	3c78f391-8260-405e-87a7-f33672df31a0
Tran Cd:	I - INSERT

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DPAS Call Center
1-844-843-3727

DPAS Website
http://dpassupport.golearnportal.org

Audit Viewer Results (M&U)

The **Selected Audit Display** pop-up displays.

The Audit Display has one or more records displayed sequentially in a scrollable format. If a record has multiple details, they list sequentially in the box.
To see the details, select the **Click for Details** button. As an alternative, you can also select the **Show All Details** hyperlink at the top of the page..

Audit Viewer Results (M&U)

The **Key Data** and **Audit Data** boxes appear.

Selected Audit Display ✕

Show All Details | Hide All Details

Name: Work Plans

Transaction Id:e8bd355b-d1b1-4a86-82d2-faa63561895e   Transaction Date:11/7/2011
User:MIKE SIMPSON   Transaction Code:U - UPDATE

[**Hide the Details**]   [**Click For Record History**]

Key Data		Audit Data		
Column	**Value**	**Column**	**Before**	**After**
Actbl UIC	LEARN1	Est Non-Labor Cost	5.00	12.00
Maint Activity	MIDWEST MAINT	History Remarks		UPDATE OF NON-LABOR EST COST
Plan Id	ROUTINEINSPECTION	Tran Cd	I	U
Plan Type Cd	PREV			
Site Id	CO-LEARN			
UIC	UIC003			

The **Key Data** box has different data elements depending on the type of audit display.

The information reflected in the **Audit Data** box is a history. The only data elements that will appear are those that have a value, in either the Before or After column.

You have the choice of selecting the **Hide the Details** button to close this page, or selecting the **Click for Record History** button for further information. Select the **Click for Record History** button.

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Audit Viewer Results (M&U)

The **Related History** displays for this transaction.

Only those data elements with information will display.

To close this page, select the "X" in the upper right of the page.

To close out of the **Selected Audit Display** page, select the "X" in the upper right of the page.

Select **Home** from the DPAS top-line menu, or select another DPAS module to close the Audit Viewer and continue in DPAS.