

Core-CT 9.1 provides a **View Audit Log** link on several Accounts Receivable pages. This link allows users to view a log of transactions for an item, a payment, a deposit, or a worksheet.

Navigation

This feature is available from the following navigations:

Accounts Receivable > Payments > Online Payments > Regular Deposit > Totals

Accounts Receivable > Payments > Online Payments > Regular Deposits > Payments

Accounts Receivable > Customer Accounts > Item Information > Item List > Detail 1

Accounts Receivable > Pending Items > External Items > Group Entry > Group Control

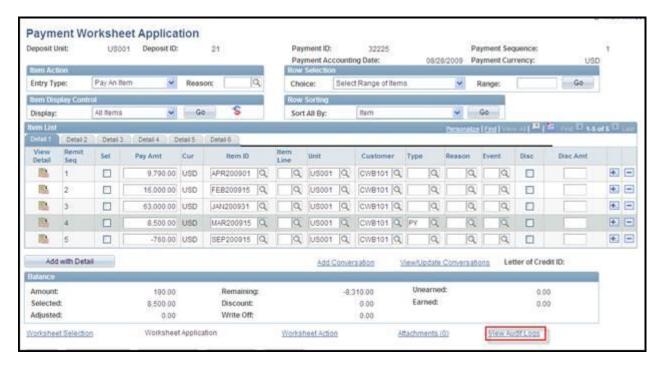
Accounts Receivable > Pending Items > External Items > Group Entry > Pending Item 1

Accounts Receivable > Payments > Apply Payments > Create Worksheet > Worksheet Application

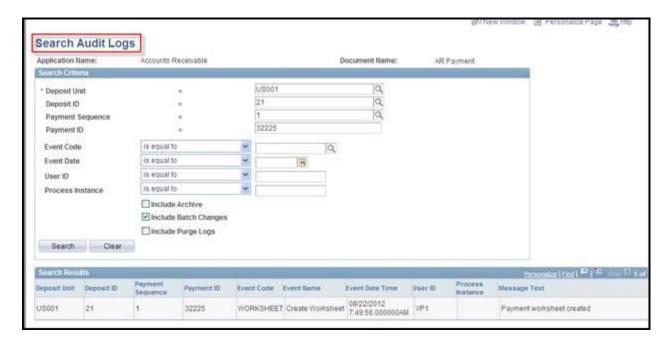
Accounts Receivable > Payments > Apply Payments > Update Worksheet > Worksheet Application

Example

An end user created a payment worksheet.



To view the Audit Log for this worksheet click the **View Audit Log** link. Core-CT 9.1 opens a new window with the **Audit Log** for the worksheet displayed.



The **Search Results** on **the Search Audit Logs** page displays information about the payment included on the worksheet.

The information that appears in the **Search Results** on the **Search Audit Log** page varies with the type of transaction that is being logged.

Using the Search Audit Logs Component

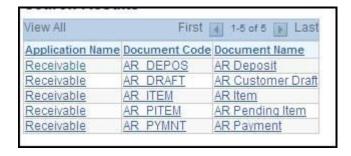
Users can also navigate directly to the **Search Audit Logs** page and use the search fields on the page to locate the deposit, item, or payment they wish to monitor.

Navigation:

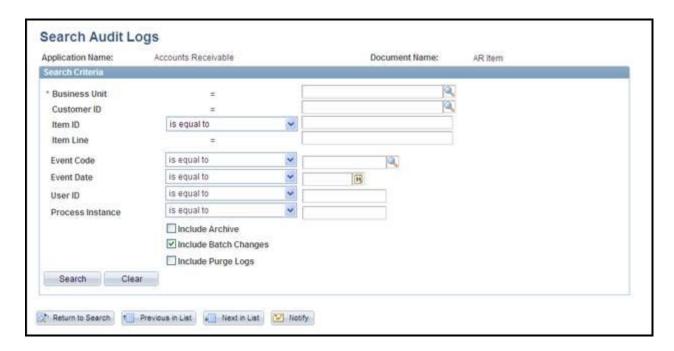
Set Up Financials/Supply Chain > Common Definitions > Audit Logging > Search Audit Logs



- Select Accounts Receivable in the Application Name field
- Click Search
- Select a Document Code from the Search Results list



• The **Search Audit Log** page displays.



• Use the fields on this page to locate the item, payment, or deposit. The search fields vary, depending on the document code selected.

Audit Log Events

The events that are tracked in Core-CT 9.1 through audit logging are:

Deposits

- Create Deposit
- Delete Deposit

Items

- Create Item
- Dun Item
- Maintain Item
- Payment Worksheet
- Unpost Item
- Maintenance Worksheet

Pending Items

- Create Pending Item
- Delete External Pending Item
- Delete Pending
- Update External Pending Item
- Update Pending Item

Payments

- Payment AppliedCreate Payment
- Delete Worksheet
- Delete Payment

- Delete Payment
 Directly Journalled Payment
 Payment Predictor Applied
 Payment Predictor Worksheet
 Unpost Payment
 Update Worksheet
 Create Worksheet