

# Audit Logging

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Intellicus Enterprise Reporting and BI Platform



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## **Acknowledgements**

Intellicus acknowledges using of third-party libraries to extend support to the functionalities that they provide.

For details, visit: <http://www.intellicus.com/acknowledgements.htm> .

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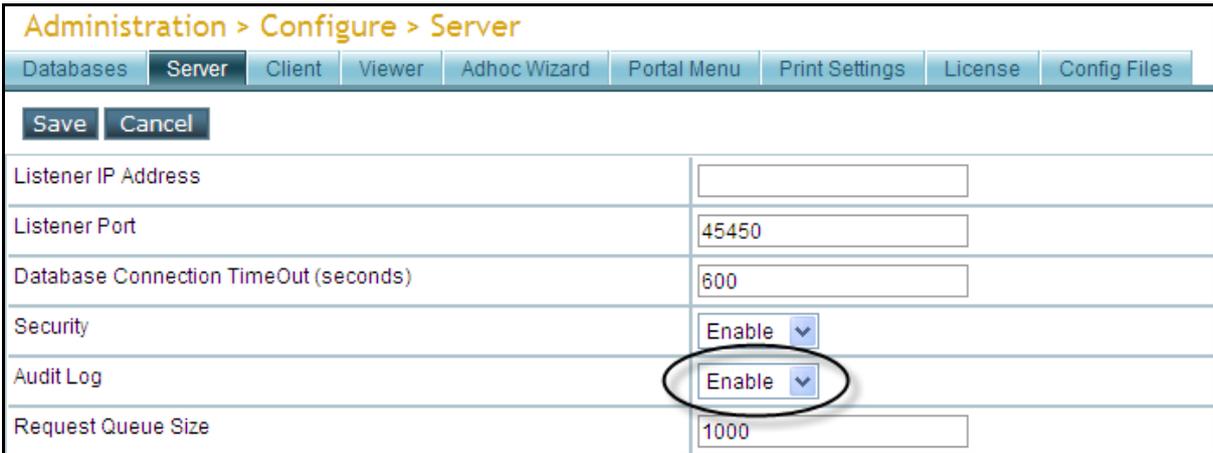
## Audit logging

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Audit logs lets you monitor the reporting activities taking place in Intellicus by enabling you to get a list of reports generated in Intellicus by different users and view the report outputs.

### Configuring Audit Log functionality

To enable Audit Log functionality, set report server property **Audit Log** to *Enable*. To set this property, you need to navigate to Navigation > Administration > Configure > Server.



The screenshot shows the 'Administration > Configure > Server' configuration page. The 'Server' tab is selected. The 'Audit Log' dropdown menu is highlighted with a red circle and set to 'Enable'. The 'Security' dropdown menu is also set to 'Enable'. The 'Request Queue Size' is set to 1000. The 'Listener Port' is set to 45450 and the 'Database Connection TimeOut (seconds)' is set to 600.

Administration > Configure > Server	
Listener IP Address	<input type="text"/>
Listener Port	<input type="text" value="45450"/>
Database Connection TimeOut (seconds)	<input type="text" value="600"/>
Security	Enable ▾
Audit Log	Enable ▾
Request Queue Size	<input type="text" value="1000"/>

Figure 1: Audit Log server property

By default, Audit log is *Disable*.

When audit log is enabled, Intellicus starts saving report's audit related information in repository.

Number of days for which this information should be maintained is set in a report server property **Audit Log Purge Time**. For example, to maintain audit details for 45 days, set 45 as property value. By default it is 30 (days).

When a user generates an Intellicus report, intermediate report files (known as RPG files), are created and stored at server. When you view snapshot of a report, report is generated from its RPG file. The duration for which RPG files can be retained (so that report's snapshot can be viewed) depends on value set in a report server property **Audit RPG Purge Time**. By default it is 7 days.

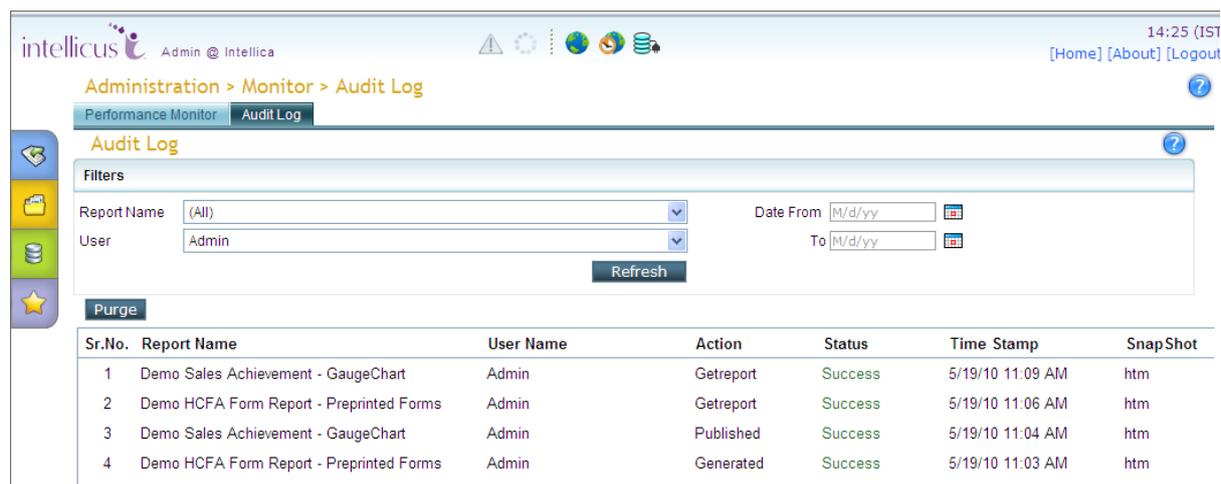
If **Audit Log Purge Time** is less than **Audit RPG Purge Time**, then all audit information will be deleted as per **Audit Log Purge Time**, but RPG file will not be purged.

## When an RPG will be purged?

Purging of an RPG file depends on many server properties. For example, if value of **Audit RPG Purge Time** is 7 days, but if that report is published for “ever”, such an RPG will never be purged. However, this file will not be available for audit after corresponding log purge time is over.

## Viewing Audit log

To get a list of reports that were generated within a date range go to Audit Log page. Click **Navigation > Administration > Monitor > Audit Log**.



Sr.No.	Report Name	User Name	Action	Status	Time Stamp	SnapShot
1	Demo Sales Achievement - GaugeChart	Admin	Getreport	Success	5/19/10 11:09 AM	htm
2	Demo HCFA Form Report - Preprinted Forms	Admin	Getreport	Success	5/19/10 11:06 AM	htm
3	Demo Sales Achievement - GaugeChart	Admin	Published	Success	5/19/10 11:04 AM	htm
4	Demo HCFA Form Report - Preprinted Forms	Admin	Generated	Success	5/19/10 11:03 AM	htm

Figure 2: Audit Log tab on Monitor page

To get a log of reports generated,

1. To select a specific report select its name, or **All** to list all the reports.
2. Select **User** (to get reports requested by a specific user) or select **All** to list reports requested by all the users.
3. Optionally, specify Date range in **Date from** and **Date To**.
4. Click **Refresh**.

All the reports generated that meets the specified criteria will be listed. For each report, following detail is listed:

- Report Name
- User Name
- Action
- Status
- Time Stamp
- Snapshot

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### To view Snapshot or a report

Each row in the table represents one report.

1. Click the link in the **Snapshot** column of the row. The link indicates the output type.
2. In **View Options** dialog, select options for the snap shot.
3. Click **OK** to proceed.

### To purge the log

Click **Purge** button to delete audit log information.



