



Person

Person , Tempdesks. Adding/removing can be audited

(2.15.11+)

The adding or removing of Temp Desks from a person record can be audited. Additional Temp Desks are added via Person Record - Register - Complete the form including allocating a temp desk.

The audit trail is recorded in the side bar view of the Person record.

Description	When	Login Name	Old Values	New Values	Connection ID
Desk Legal Shifts Added	06/11/2015 15:45...	IVAN	Added		1
Desk Demo - Agency 2 Legal Added	06/11/2015 15:45...	IVAN	Added		1
Desk Demo - Events Shift Co 2 Added	06/11/2015 15:40...	IVAN	Added		1
Employment History (Internal) for McViti...	06/11/2015 12:09...	IVAN		removed	1
Employment History (Internal) for McViti...	06/11/2015 12:09...	IVAN		removed	1
Employment History added (Internal)	06/11/2015 12:04...	IVAN		Added	1
Tax Code - Brenda Checkley	06/11/2015 10:52...	IVAN	489L		1
NI Letter - Brenda Checkley	06/11/2015 10:52...	IVAN	A		1
NI Updated - Brenda Checkley	06/11/2015 10:52...	IVAN	BB123456D		1

Temp Setup

Employment Period

(2.3.4+)

Person - Employment Period - Start Date is now audited and will appear on the Audit Trail.

To configure the Auditing - Maintenance - Database setup - Audit Items - Search '%start%' - Click the Employment Start Date box



The screenshot shows the 'Accounts' tab selected in the left sidebar. The main area displays the 'Person' record for 'Roberta Azadian'. The 'Audit Trail' section is highlighted, showing a table of changes:

Description	When	Login Name	Old Values	New Values
Employment Start Date Updated - Rober...	14/07/2015 13:01	IVAN	1999-10-13	2006-10-13
Employment End Date Updated - Rober...	14/07/2015 13:01	IVAN	2013-04-12	2011-04-12
Employment End Date Updated - Rober...	14/07/2015 12:50	IVAN	2009-04-12	2015-04-12

To Access this feature - Select a client from temp Desk or People - Accounts (side bar) - Audit Trail

The screenshot shows the 'Maintenance - Database Setup' window. The 'Audit Items' section is highlighted, showing a table of items to be audited:

Area	Item	Audit
Company Contact	Start Date	☐
Person	Employment Start Date	☒
Placement	Placement Start Date	☒

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