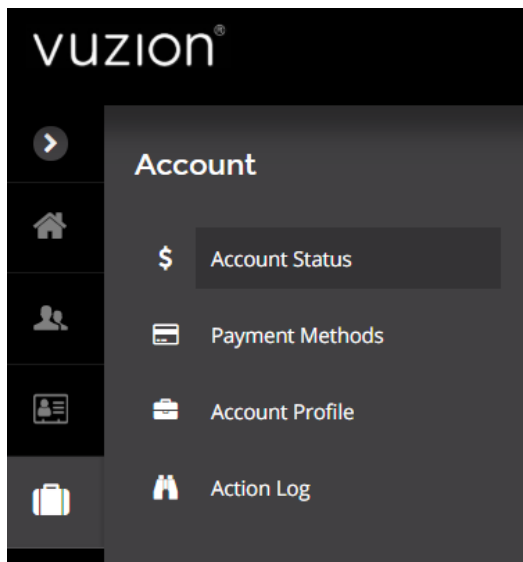


What is the Vuzion CORE Action Log?

The Action Log keeps track of all activity undertaken within Vuzion CORE. If a new user is added, or another customer has been created, these actions will be stored in the Action Log so Partners have an audit history of what has happened on their account.

Please follow the below instructions to find where the Action Log menu is:

1. Open a web browser and navigate to <https://core.vuzion.cloud> – sign in using your Vuzion CORE credentials
2. Now you are signed in, click **Account** on the navigation tab on the left.
3. Click on **Action Log**.



4. A list of all actions will now be shown, providing you with which user made that change. An example is shown below:

Action Log

This is a list of all actions performed by all users registered in your account.

12 item(s) total Show Search

DATE ▾	ACTION	STATUS	USER	SERVICES
Jul 24, 2018, 3:17 PM	User Added John Smith	● COMPLETED	setup Team	User Management

5. From the above example, a new Admin user was created on the 24th July 2018 by user Set Up Team. Content from the Action Log cannot be deleted or altered.