

# System Activity Log

The activity log is a detailed audit log of the actions performed by all the operators within the operator panel.

By default the table is sorted by date and time. Once the table has loaded you're able to change the sort column by clicking the up/down arrows:

- Down arrow: descending order
- Up arrow: ascending order

This action is only temporary and will disappear once the page has been reloaded.

It's possible to filter the activity log based on a number of fields:

1. Visit **Utilities -> System Activity Log** and click "Filter Results".
2. Search terms:
  1. **Date** - Filter emails that occurred between specific dates.
  2. **Role** - The type of user who performed the action.  
"**System**" includes any action performed automatically by the helpdesk.
  3. **Name** - The name of the user who performed the action.
  4. **IP Address** - The IP address of the user who performed the action.
3. The table will be filtered automatically as you enter search terms.

1. Visit **Utilities -> System Cleanup**.
2. Scroll right down until you see "**System Activity Log**"
3. Select the date from which you would like email log entries to be deleted and then click the "**Prune**" button.

Online URL: <https://docs.supportpro.vn/article/system-activity-log-135.html>