

# 16.8 Audit Trails

The Audit Trails function allows the system administrator to know what a user has done in vtenext. You can enable/disable this control via the flag in the box, relative to the selected user.

This function has been improved from version 21.01, making it centralized, with the facility for granular extraction of all activities with complete details.

**Settings > Audit Trails**  
Display Audit Trail of Users who access CRM

**Audit Trails**

Enable Audit Trail

Select User

Time interval

Start Date  (dd-mm-yyyy)

End Date  (dd-mm-yyyy)

*User selection example*

Settings > Audit Trails  
Display Audit Trail of Users who access CRM

**Audit Trails**

Enable Audit Trail

Select User

Time Interval  Start Date  End Date

[View Audit Trail](#) [Export Audit Trail](#)

Showing 1 - 20 of 194

Date & Time	Indirizzo IP	Module	Action	Link	Details									
2022-06-01 09:13:18	95.110.170.235		Login											
2022-06-01 09:13:19	185.171.38.27		Login											
2022-06-01 09:29:35		Folders	Record created	My private files										
2022-06-01 09:29:36		Employees	Record created	Rossi Mario										
2022-06-01 09:31:21		Calendar	Record created											
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## *User activity detail view*

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Revision #2

Created 2022-05-25 17:25:39 UTC by Alberto

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