

System Access Log

The system access log is provided so that system administrators can keep an eye on unauthorized access to the system. Every access attempt is logged in the system with the user's email address, date and time stamp, name, profile, and IP address. The status shows whether login was successful or not. It also counts failed login attempts and can disable an user after multiple failed attempts. You can set the number of attempts under **Settings - > School -> Preference.**

A search functionality between dates are provided so that you can view the access records within a specified date range. Clicking on the **Delete Log** will delete the records permanently. You can download the access log in **Excel** format by clicking on the Excel logo before deleting the records.



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