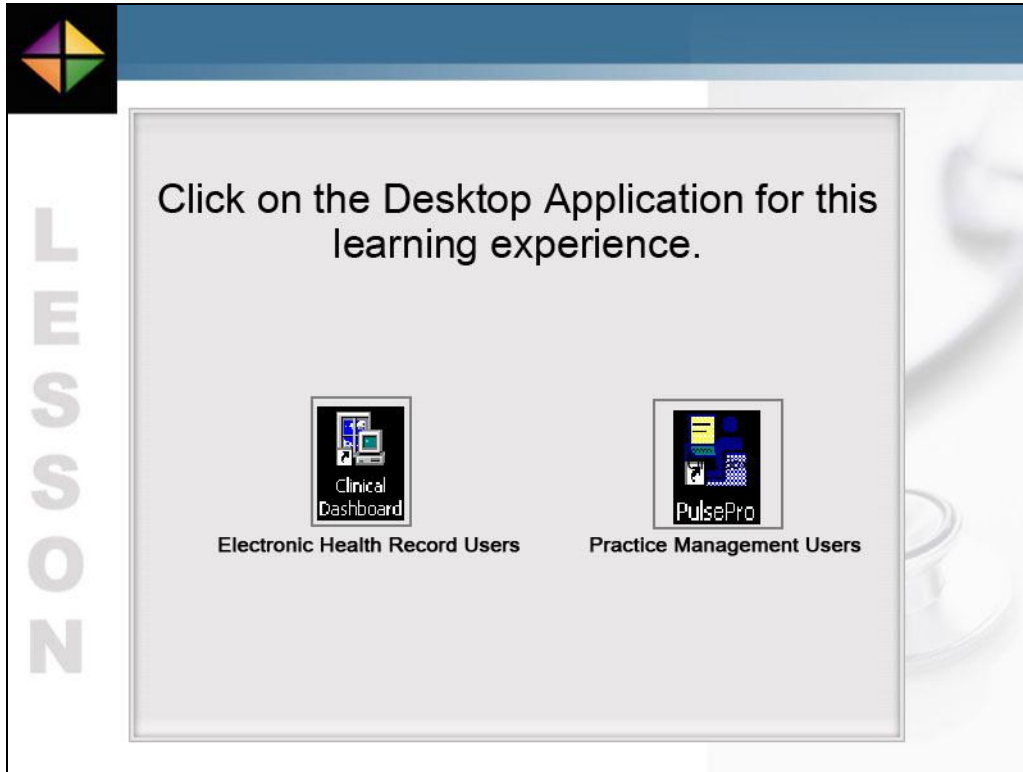**ABOUT VIEWING SECURITY MANAGER LOG FILES**

The Audit/Event Viewer is used to monitor user activity within the application. The Event viewer has two main audit logs. The Security Log Viewer records user login, logout, and password changes. The Application Log Viewer, records events related to system security management and patient chart/account functions

Click Box

Click anywhere to continue...

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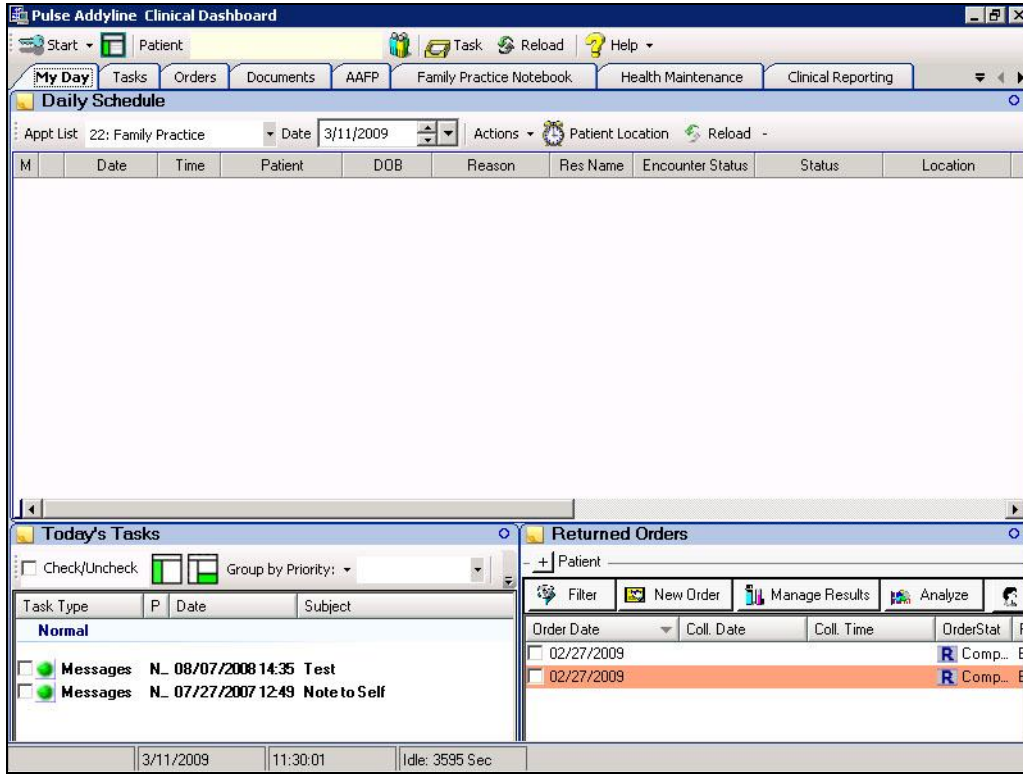
Click anywhere to continue

Click on the Desktop Application for this learning experience, Clinical Dashboard for our Electronic Health Record users or PulsePro for our Practice Management users.
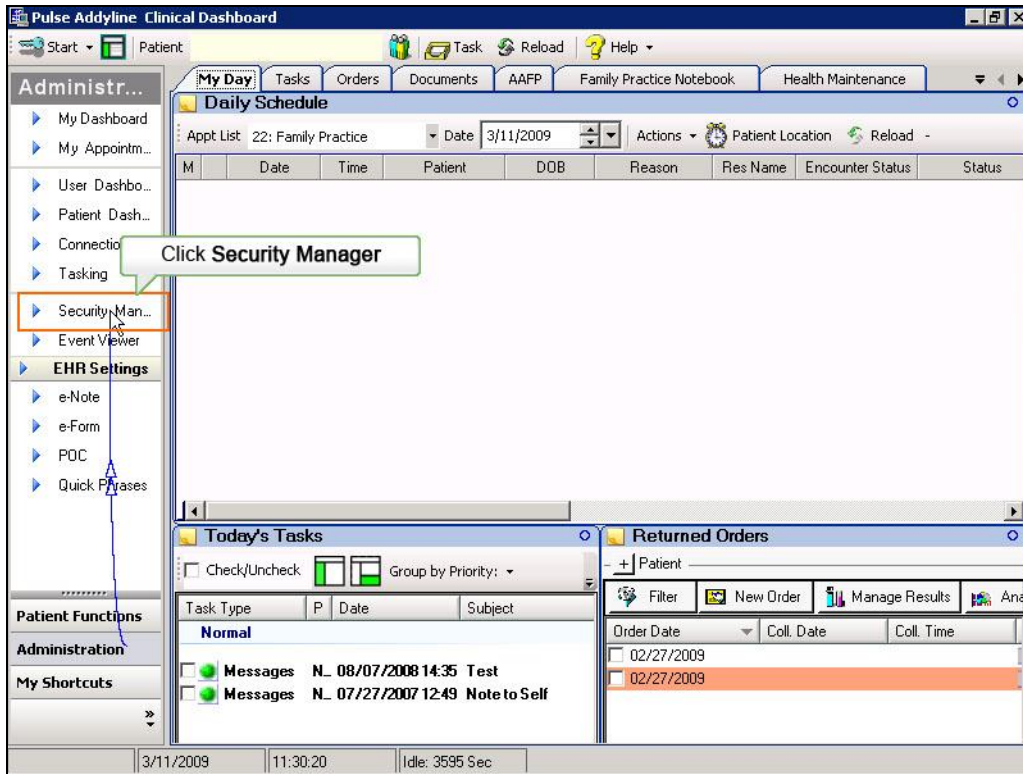
To begin, it is assumed that you have opened the Clinical Dashboard application and are logged in with the appropriate security and privileges to complete this task.
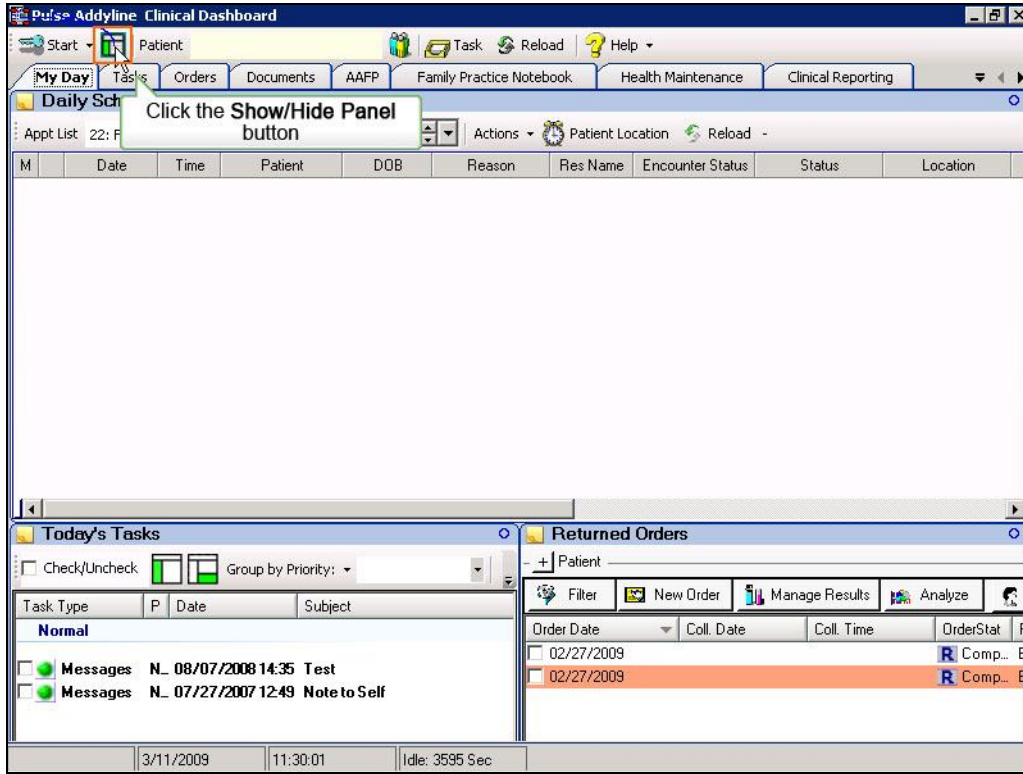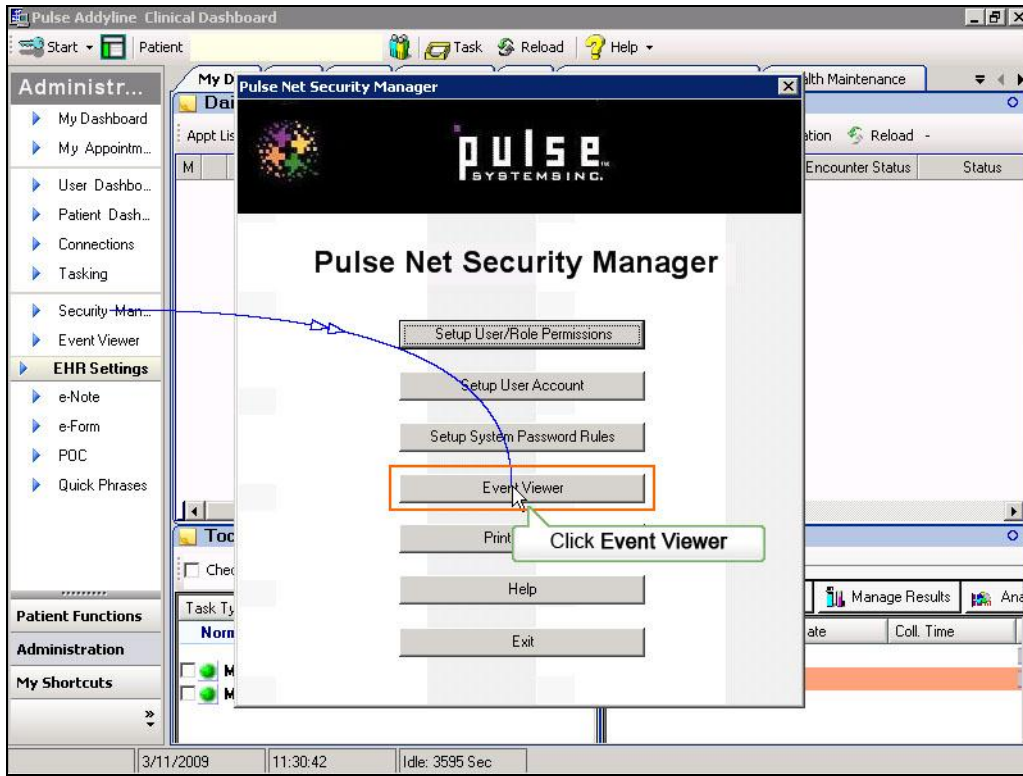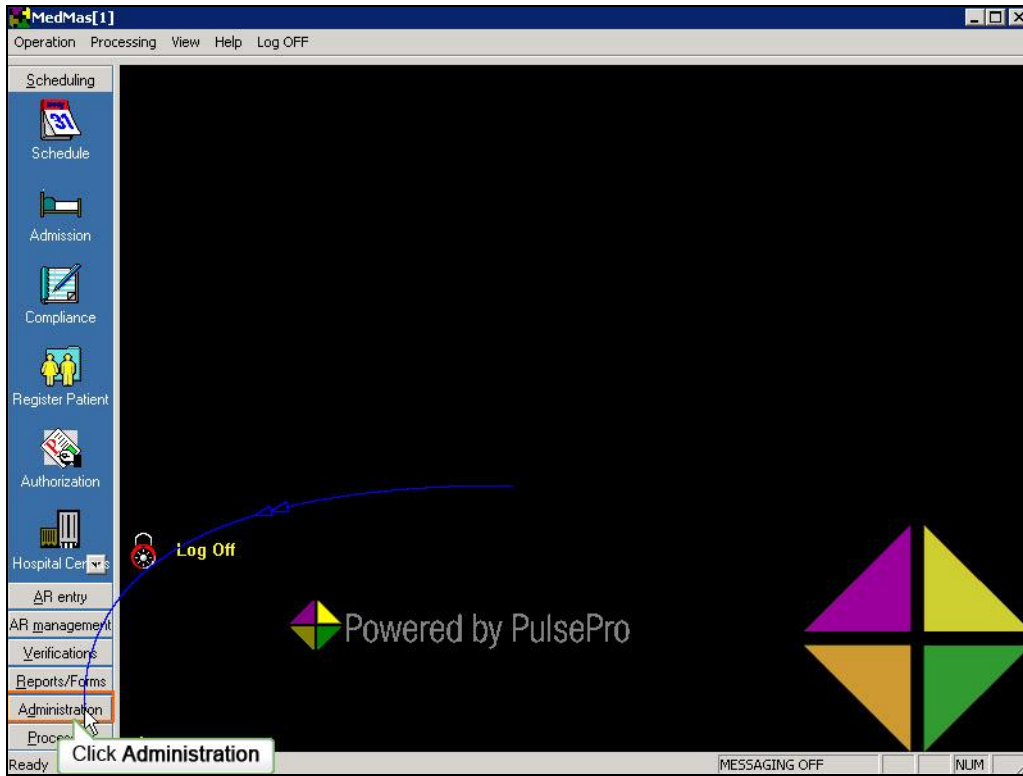
Click the Show/Hide panel button on the toolbar.
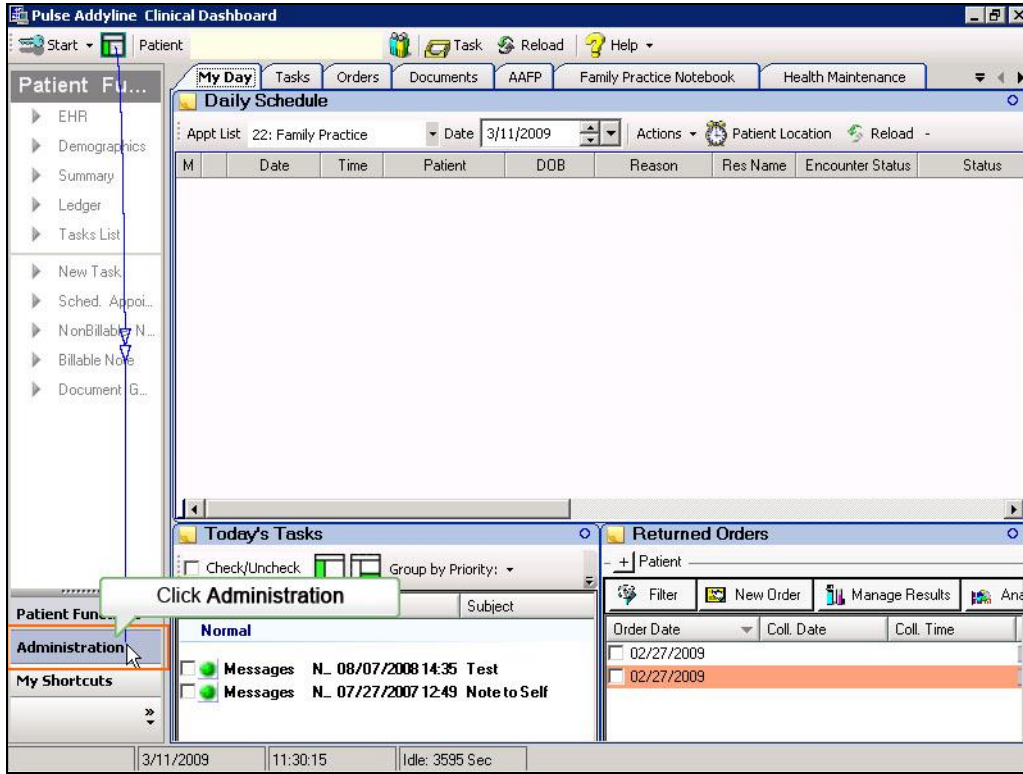
Click the Administration tab on the left pane menu.
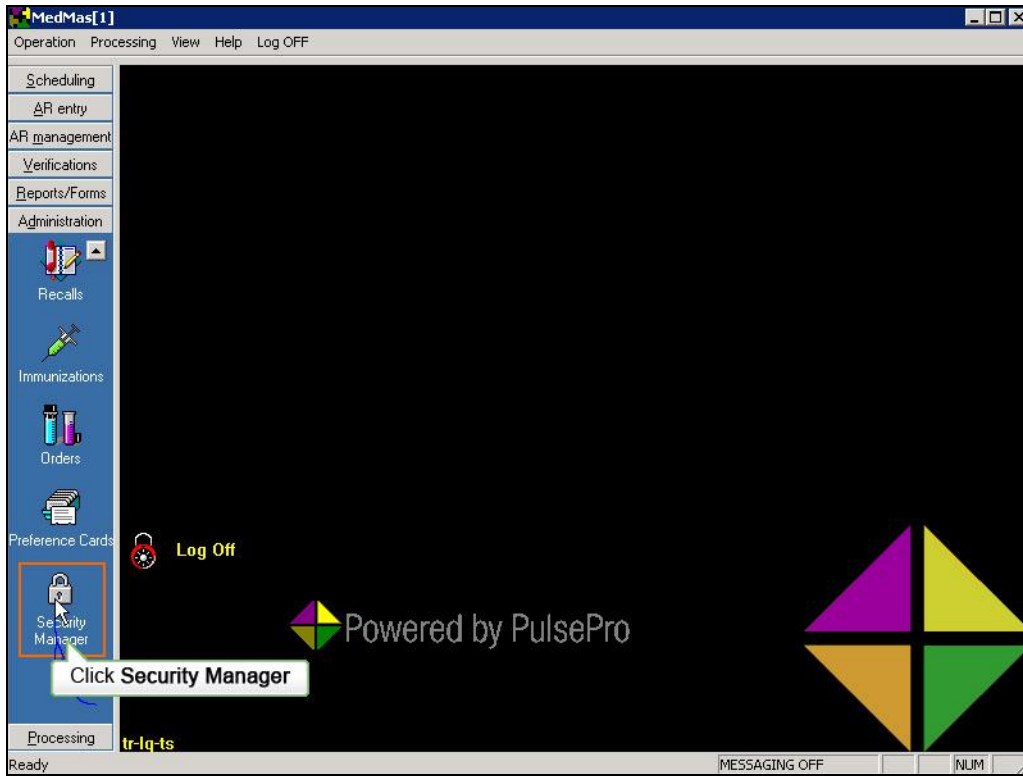
Click the Security Manager item in the Administration menu.

The Security Manager switchboard appears. First click the User/Role Permissions button

To begin, it is assumed that you are logged in the PulsePro application with the appropriate security and permissions to complete this task. To access the audit/event viewer, click the Administration Group button in the Navigation Pane.
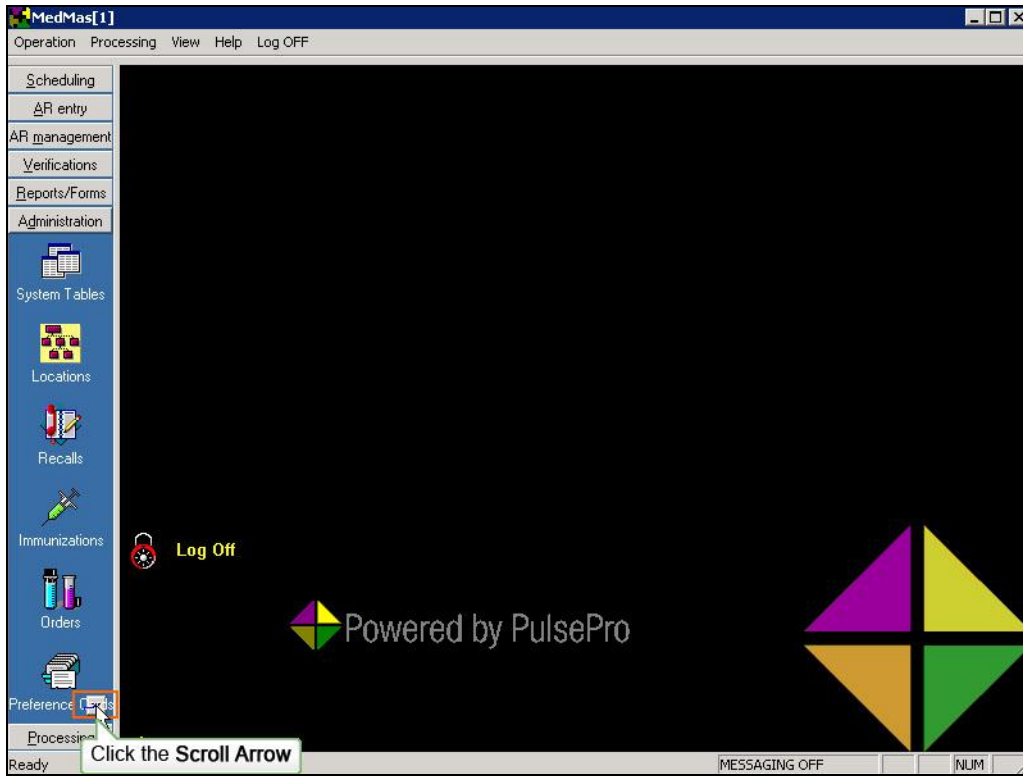
If necessary, click the Scroll arrow to view additional icons.

From the Administration group, click the Security Manager Icon
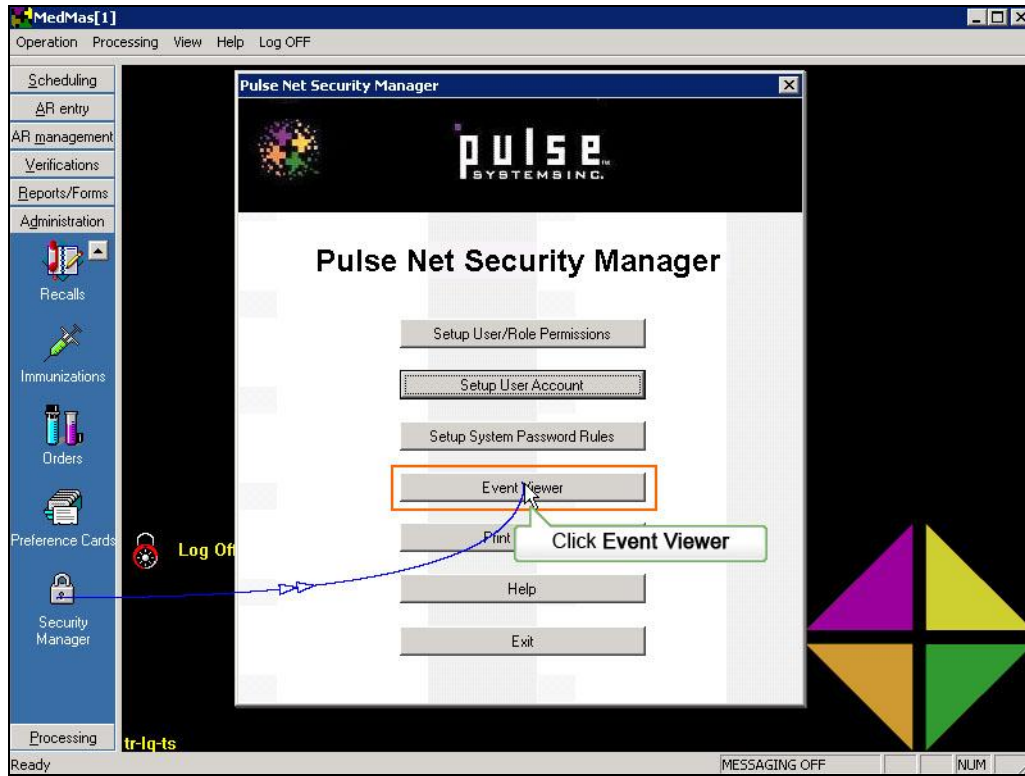
On the Pulse Net Security Manager menu, click the Audit/Event Viewer button
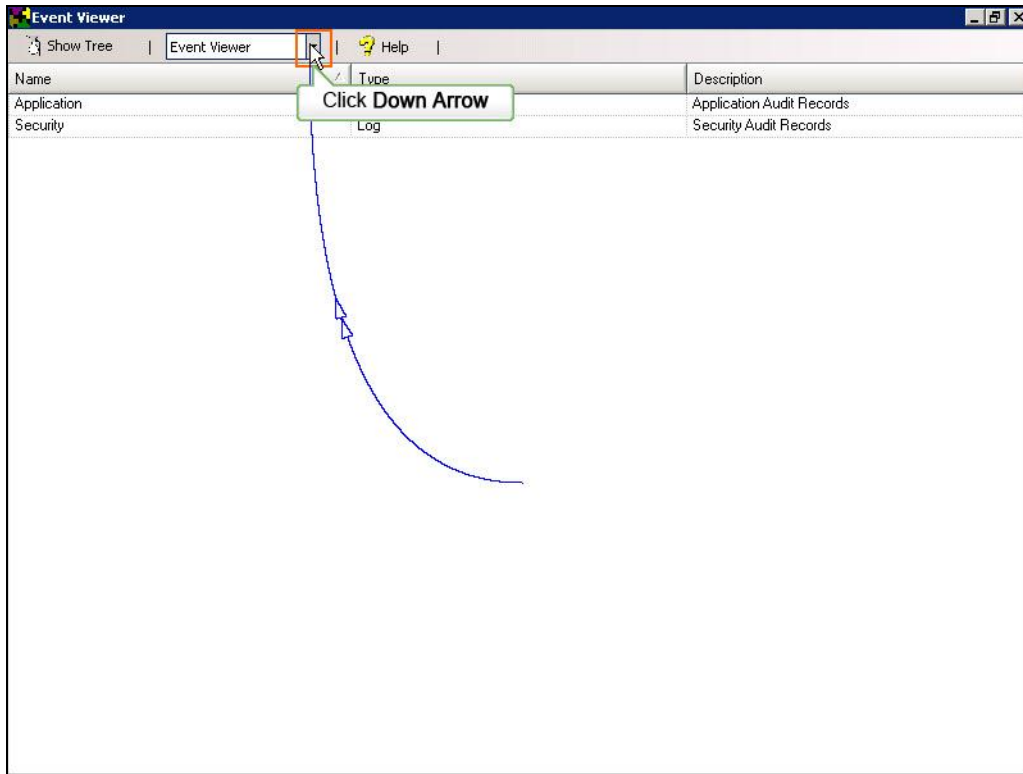
The Event Viewer window opens which consists of an option pane and a results pane. To view specific types of transactions that have occurred within the database, click the down arrow on the drop down list in the options pane.
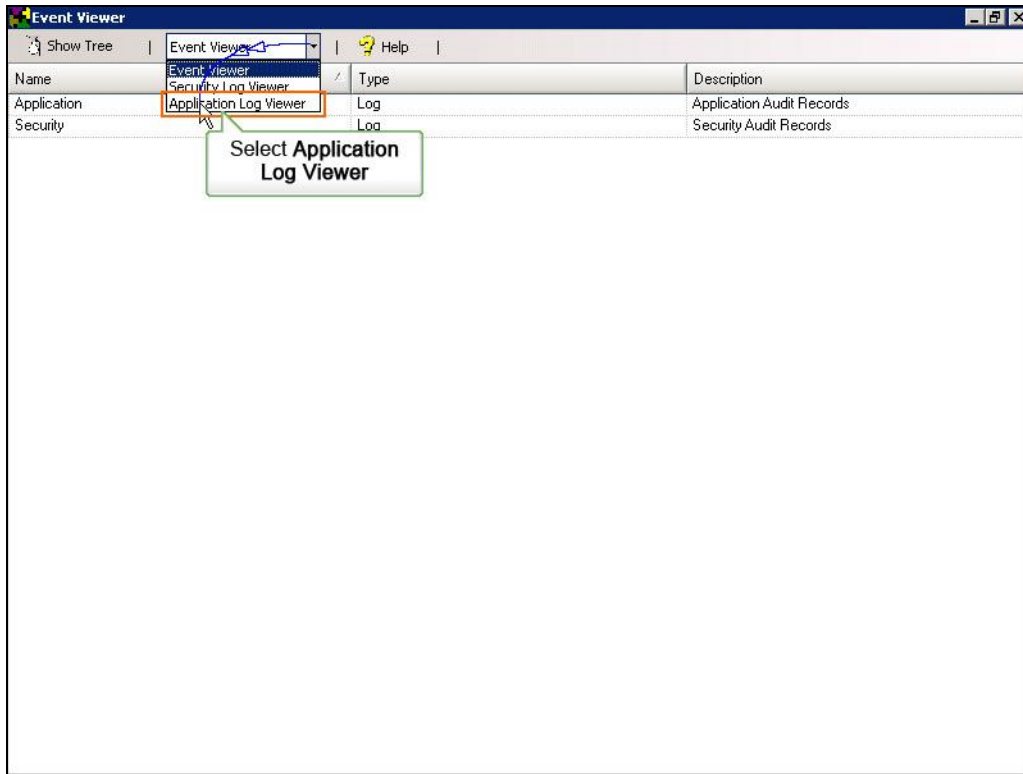
There are three transaction logs available for selection. For this example, we would like to view the transactions related to the application, so we will click to select the Application Log Viewer option.

The window refreshes and the results pane is populated with a list of the transactions that have occurred within the system. An additional toolbar is added to the window as well as a series of fields which can be used to filter the items in the detail pane.

The records listed in the results pane are comprised of all of the events that have occurred in the system. Events are recorded whenever any record in the system has been added, viewed, modified or deleted. The detail pane lists the transactions and records information such as the time occurred, the user account that was being used, which component of the application, the type of event and whether or not the resulting transaction was successful.

As you can imagine, the list of transactions is extensive. To narrow the results, you may use the fields in the options pane to limit the records in view.   Filters can be applied for the User Account that was used, Date Ranges, Event Types or Software component.
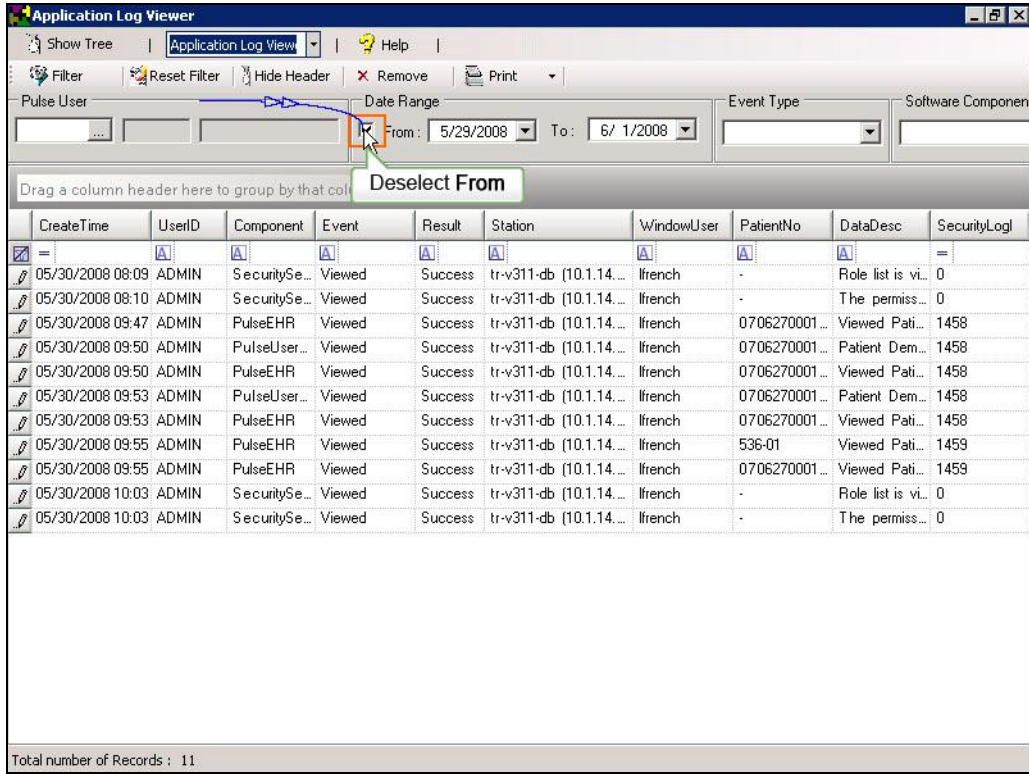
To view all transactions, click to deselect the checkbox on the From Date field.

To apply the criteria, click the Filter button
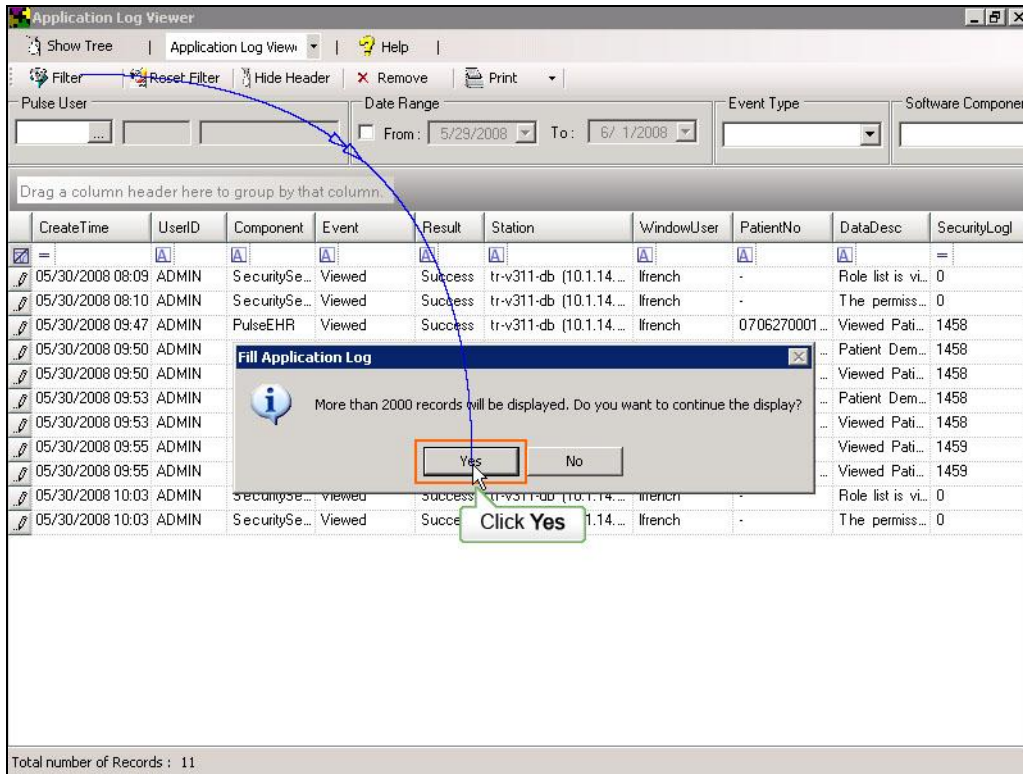
If the selected criteria will result in a large number of records, a message box will appear. Click the Yes button to continue.

To view only the transactions of a specific event type, click the down arrow on the Event Type field.
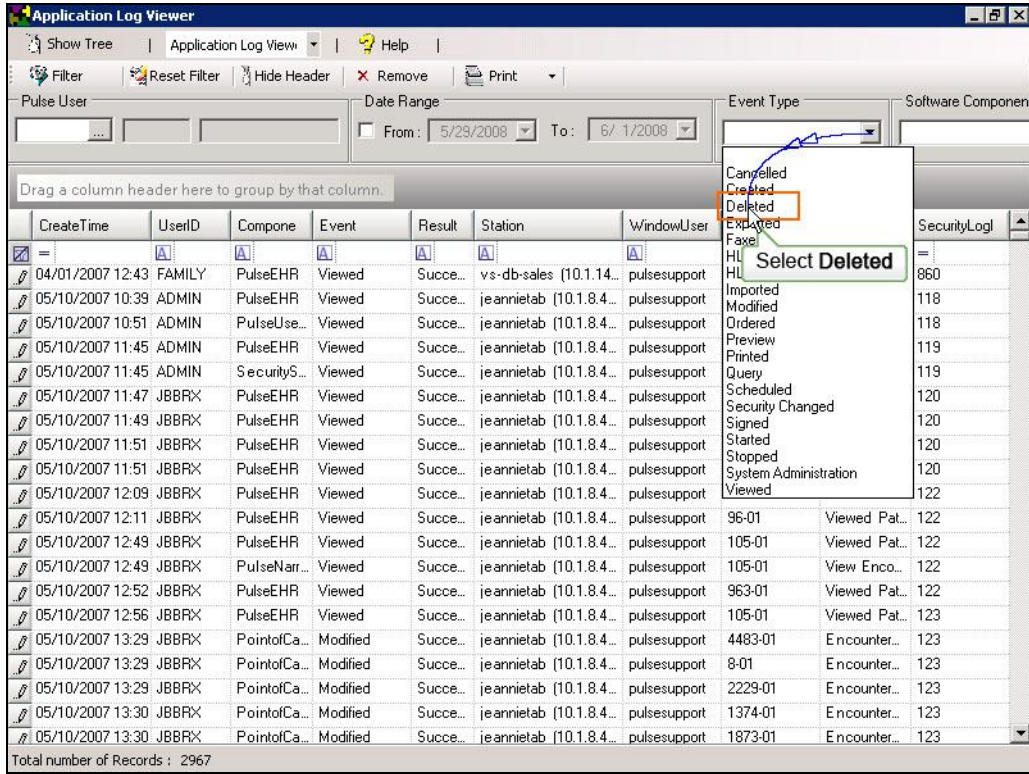
From this option list, you may select from a variety of event types such as created, modified, viewed, and deleted and more. To apply the filter, click to select an option from the list. In this case, we will select Deleted from the list of options.

The results pane refreshes and displays the records for events where items have been deleted. To customize the list view, click the column headers in the list pane to sort the list. We are interested in the records which were successfully deleted. To view these records, click the column header on the Result field to sort the list.

The list pane is now sorted by Result in ascending order as indicated by the indicator on the column header. To reverse the sort order, click the column header once more.

The records that were successfully deleted now appear at the top of the list. Let's look at another view of the data. To clear all criteria currently selected, click the Reset Filter button on the toolbar.
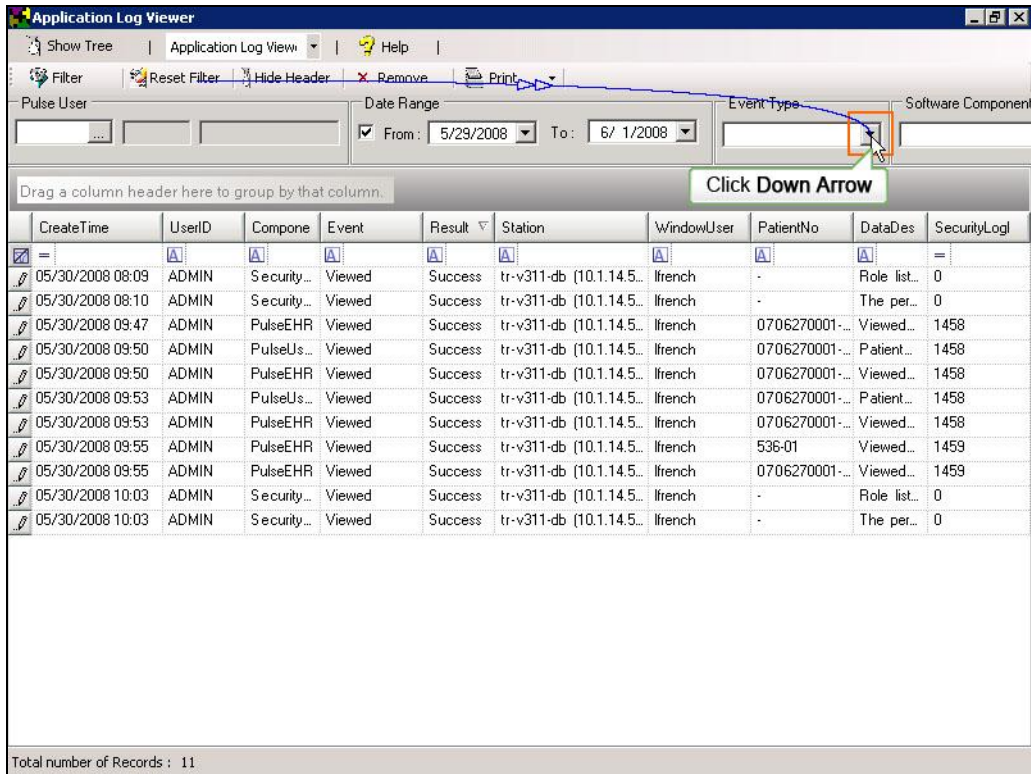
This time, we would like to view all records that have recently been created using the Security Manager. From the Event type filter, we will select Created.

No Script
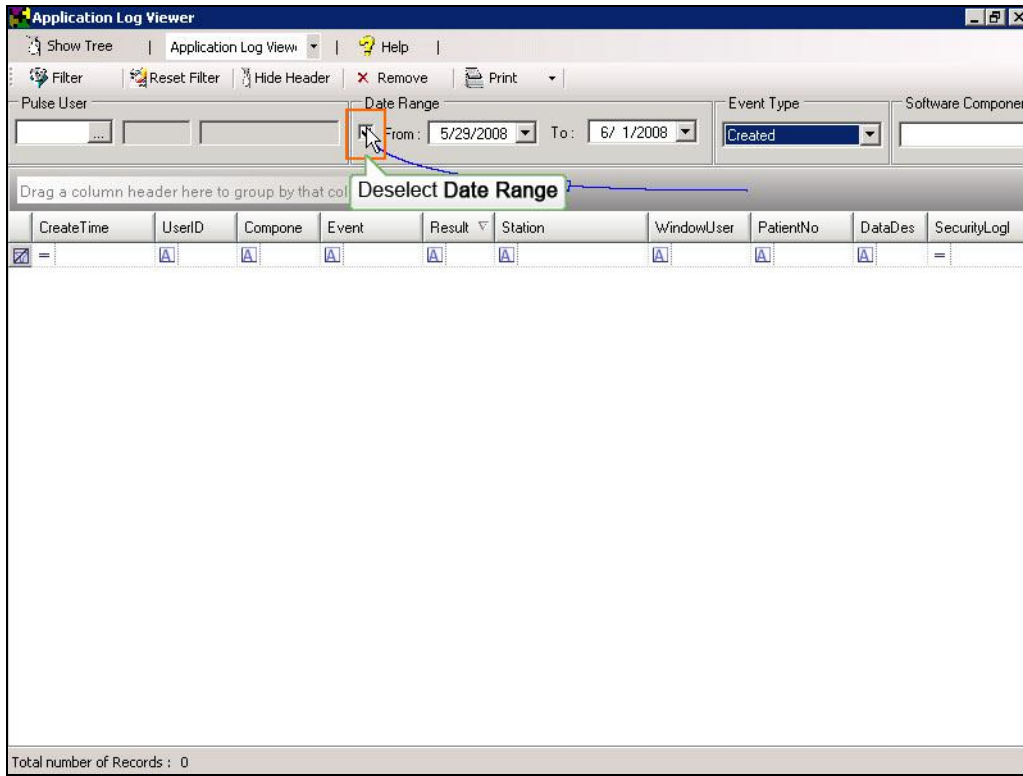
Deselect the Date Range checkbox to view all Dates.
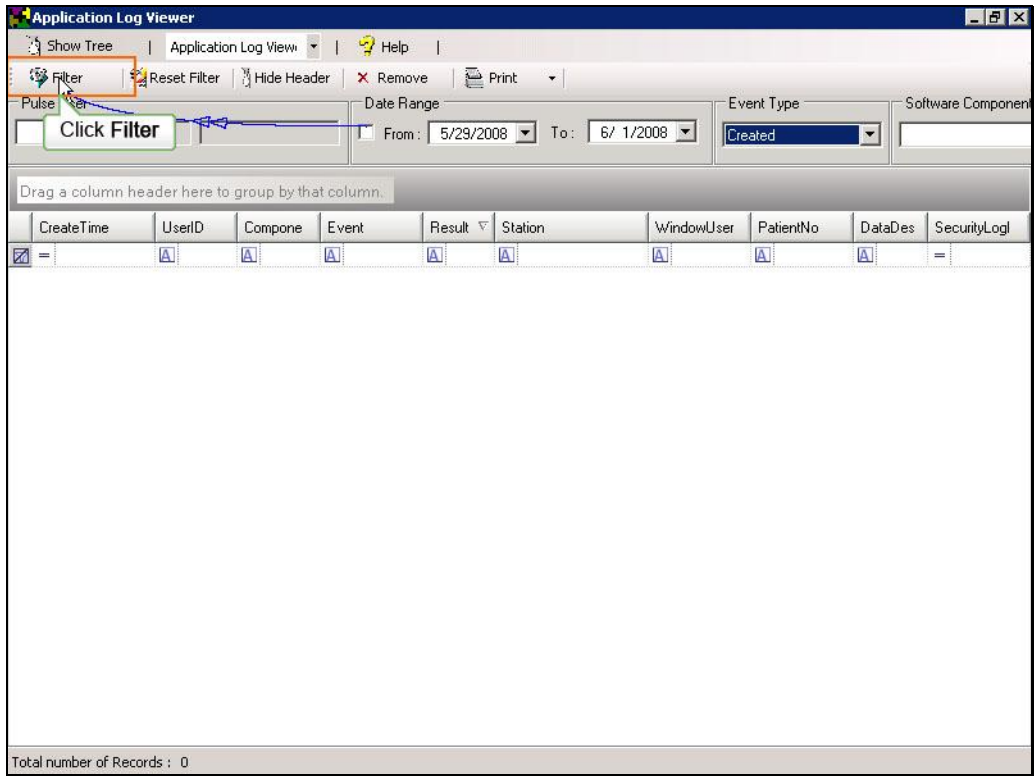
Click the filter button to apply the filter and refresh the listing.

The Software Component filter can be used to view the events that have been created in specific components of the application. Click the down arrow on the field to view the components currently available.

As you can see, there are several components currently being tracked including the Document viewer, PulseEHR and the Security Manager. Additional components may be available in future releases of PulsePro. To filter the list, click to select an option. We will select a Security option.

Click Filter button to apply the newest criteria to the results pane.

The detail pane is now populated with a list of events where records were created using the Security Setup Role User component of the application. When finished, click the window close button to return to the PulseNet Security Manager switchboard.