

# View & Export the User Audit Trail

Last Modified on 07/07/2023 1:05 pm EDT

# Overview

Review the list of important notes in the User Audit Trail Overview article for more information regarding the **User Audit Trail**.

### **User Account Requirements**

The user account must have Administrator permission to access the User Audit Trail and Swagger.

### **Related Information/Setup**

For details on the events captured in the audit trail, see the User Audit Trail Events & Filters article.

### Navigation

1. From any of the *Resolver* main screens, click the **System** icon in the top right-hand corner of the screen.

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Home	✓ My Tasks		
My Tasks	♦ SORT ∨ Q SEARCH		

#### System Icon Location

 From the *Administration Overview* screen, select the User Audit Trail tile from the *Tools* section.



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Image Upload								

User Audit Trail Tile

### View the User Audit Trail

1. From the *Tools* screen, select the **User Management Audit Trail** link from the **Toolbar**.

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Tools	~	Swagger Docs	Data Import	Logo Upload	Data Management Audit Trail	User Management Audit Trail	Data Audit Archive Export	Image Upload				
Audit Trail										1		
莘 Filters and Exp	oort 🗸											
Time	Perform	ed By	Object Unique ID	Object Name	Object Type Name Acti	on Event	Value					
					No data to display							
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User Management Audit Trail Link

#### 2. Optional Functions:

- **Search Fields (1):** Apply search filters to narrow down the data:
  - Time: Select a Start and End Date from the Calendar pop-up to create a date range.
  - Subject: Narrow the data by selecting a Subject (e.g., User, User Group, Role, etc.) from the drop-down list.
  - Event: Narrow the data by selecting an Event from the drop-down list.
  - Performed By: Narrow down the data by selecting a User that performed the event from the drop-down list.
- Navigation Icons (2): Located in the top right-hand corner of the Audit Trail table.
  - Page Number: Click a Page Number to navigate to a specific page.
  - Previous <: Click the Previous icon to navigate to the previous page in the series.</li>



- **Next** >: Click the **Next** icon to navigate to the next page in the series.
- **Refresh Icon (3):** Located in the top right-hand corner of the **Audit Trail** table.
  - **Refresh:** Click the **Refresh** icon to refresh the data.

Source     Swagger Docs     Data Import     Logo Upload     Data Management Audit Trail     User Management Audit Trail     Data Audit A       Audit Trail     Trail     Trail     Subject     Event	rchive Export Image Upload	1 >
Audit Trail Time Subject Event	2	<b>1</b> →
Audit Trail Time Subject Event	2 <	<b>1</b> >
Time Subject Event		
	Performed By	
1 selected × × 1 selected × ×		
🛗 21 October 2022 🗸		
No data to display		

**Optional Functions** 

3. Click an **Event** to display the *Additional Details* pop-up.

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Tools	✓ Swagger Docs	Data Import	Logo Upload	Data Management Audit Trail	User Manaj	gement Audit Trail Data Audit Archi	ive Export Image Upload	
							RISK OWNERS & DELEGATES (LIMITED	USER) ×
Audit Trail							Aug 22, 2022 2:04AM	
Time			Subject			Event	Update User Group performed by ~RESOLVER	
m 1 August 2022						1 selected ×	Description undated	
19 October 2022							User Group for Risk → Conduct self-risk as:	sessment including, documenting inherent risk and
Aug 22, 2022 2:04AM			Risk Owners & Del	gates (Limited User)		Update User Group	n commers and Letegates residual risk. Create	new emerging risks. Escalate nign priority risks
						Delegates to Conduct self-risk ass inherent risk and residual risk. Crea	e a1	DONE
Aug 22 2022 202AM			Rick Owners & Del	ventor (Limited Licer)		high priority risks		
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Aug 22, 2022 1:59AM			Control Owners & I	Delegates (Limited User)		Update User Group		
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#### **Export the User Audit Trail**

Administrators can export data from any time range; however, the API only returns the most recent 50,000 results. You can make an additional API request using the last event row's date in the .csv file as the **dateEnd** value to obtain any truncated data. See Step 15 in the **Export the User Audit Trail** section below for more details.



1. From any of the *Resolver* main screens, click the **System** icon in the top right-hand corner of the screen.

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System Icon Location

 From the *Administration Overview* screen, select the Swagger... Doc tile from the *Tools* section.

Admin Overview	Users	User Groups	⊕ ( <b>Q</b>	org manager	Applications	2000	\$	<u>م</u> (
Admin overview	Tools			Communications				
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	Data Audit Trail	User Audit Trail	Data Audit Archive Export	Email Templates	Portal Settings	×		
	Image Upload							



4. From the *Swagger API Documentation* screen, click the **Audit Trail** link to open the Swagger interface.



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Tools	~	Swagger Docs	Data Import	Logo Upload	Data Management Audit Trail	User Management Audit Trail	Data Audit Archive Export	Image Upload		
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	Swag	gger provides docume	ntation for the vari	ous API services av	ailable.					
	Q	Search								
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	Ap	plication								
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	As	sessments								
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Audit Trail Link

- 5. Navigate to **auditTrail** and click on the **auditTrail** link to open the API options.
- 6. Click POST /audit/user/export (Export User Audit Trail Data) to expand.

auditTrail	Show/Hide List Operations Expand Operations	
GET /audit/data/export	Export Data Audit Trail Data	
GET /audit/data/history	Get Data Audit History v2	
GET /audit/data/history/event	Get a specific event history for data audit trail	
GET /audit/data/history/events	Get secondary event history for data audit trail	
GET /audit/data/query	Get Data Audit Trail Data v2	
GET /audit/data/query/event	Get a specific event for data audit trail	
GET /audit/data/query/events	Get secondary events for data audit trail	
GET /audit/user/deletedEntities/retr	eveAll Get Deleted Config For AuditTrail	
POST /audit/user/export	Export User Audit Trail	Data
POST /audit/user/query	Get User Audit Trail Data	
GET /audit/user/userChanges/load/{	eventId} Get User Changes Config For AuditTrail	
GET /data/auditTrail/download/{job1	d} Download the .csv for an audit export	
GET /data/auditTrail/export	Request an export of a CSV of the audit trail data.	

POST /audit/user/export

 Click the Example Value textbox in the Parameters section to code the code into the Value Textbox.

POST /audi	t/user/export			Export User Audit Trail Data
Response Cla OK Model Examp	oss (Status 200) Die Value			
{ "jobId": " }	'string"			
Response Con	tent Type application/json 💌			
Parameters				
Parameter	Value	Description	Parameter Type	Data Type
body			body	Model Example Value
				( "dateStart": 0, "dateEnd": 0 }
Try it out!	Parameter content type: application/json 🗸			



7. Delete the **0** beside the **dateStart** attribute in the **Value** textbox and enter an audit trail



data start date in Unix timestamp format. Repeat the process to enter an end date for the **dateEnd** attribute.

POST /audit/user/export			Export User Audit Trail Data	
Response Class (Status 200) OK				
Model Example Value				
{ "jobId": "string" }				
Response Content Type application/json				
Parameter Value	Description	Parameter Type	Data Type	
body { dateStart": 1590509600, "dateStart": 1592524800 } Parameter content type: application/json v	<u></u>	body	Model Example Value	

Swagger Value Textbox Filled Out

- 8. Click the **Try it out!** button at the bottom of the API to run the API call.
- 9. Copy the **Job ID** from the **Response Body** section.

Curl
<pre>curl -x POSTheader 'Content-Type: application/json'header 'Accept: text/html'header 'Authorization: bearer eyJ "dateEnd": 1592524800, "dateEnd": 1592524800 }' 'https://alpha.staging.resolver.com/audit/user/export'</pre>
Request URL
https://alpha.staging.resolver.com/audit/user/export
Response Body
859d3d77-f8d5-4605-ac7f-fa7e7876d27e
Response Code
200
Response Headers
<pre>{   "access-control-allow-origin": "https://alpha.staging.resolver.com",   "access-control-expose-headers": "WWW-Authenticate,Server-Authorization",   "cache-control": "no-cache",   "contention": "keep-alive",   "content-type": "text/html; charset=utf-8",   "date": "Thu, 30 Jul 2020 17:19:02 GMT",   "via": "l. 1 62ba/bce3b9fe4b9628be93f733bf2e4.cloudfront.net (CloudFront)",   "via": "1. 1 62ba/bce3b9fe4b9628be93f733bf2e4.cloudfront.net (CloudFront)",   "x-amz-cf-i=0; "MA-DiwdeFmRGOpedf_JKhiwp8YCeSSg5wQbIfRDdqUrTJueDEwIgw==",   "x-cache": "Miss from cloudfront" }</pre>

Job ID

10. Scroll down to the **Job** link and click on it to expand it.



global_role_membership	Show/Hide   List Operations   Expand Operations
group	Show/Hide   List Operations   Expand Operations
healthcheck	Show/Hide   List Operations   Expand Operations
impersonate	Show/Hide   List Operations   Expand Operations
integrations	Show/Hide   List Operations   Expand Operations
ipAllowList	Show/Hide   List Operations   Expand Operations
job	Show/Hide   List Operations   Expand Operations
knowledgeOwl	Show/Hide   List Operations   Expand Operations
language-import-export	Show/Hide   List Operations   Expand Operations
languageObject	Show/Hide   List Operations   Expand Operations
languageUser	Show/Hide   List Operations   Expand Operations
library	Show/Hide   List Operations   Expand Operations
lifeCycle	Show/Hide   List Operations   Expand Operations
lifeCycleState	Show/Hide   List Operations   Expand Operations

Job Link

#### 11. Click GET /object/job/{id} (Poll for status of job) to expand it.

	healthcheck	Show/Hide   List Operations   Expand Operations	
	impersonate	Show/Hide   List Operations   Expand Operations	
	integrations	Show/Hide   List Operations   Expand Operations	
	ipAllowList	Show/Hide   List Operations   Expand Operations	
	job	Show/Hide List Operations Expand Operations	
GET	/object/job/{id}	Poll for stat	tus of job
_	GET /object/job/{org}/{id}	Super-admins poll for status of job for a specified org	
	knowledgeOwl	Show/Hide   List Operations   Expand Operations	
	language-import-export	Show/Hide   List Operations   Expand Operations	
	languageObject	Show/Hide List Operations Expand Operations	
	languageUser	Show/Hide   List Operations   Expand Operations	
	library	Show/Hide   List Operations   Expand Operations	
	lifeCycle	Show/Hide   List Operations   Expand Operations	
	lifeCycleState	Show/Hide   List Operations   Expand Operations	

Get/object/job/{id}

12. Paste the **Job ID** from step 8 into the **id** field.

job			Show/Hide L	ist Operations   Expand Operations
GET /object	t/job/{id}			Poll for status of job
Response Clas OK Model Exampl	s (Status 200) e Value			
<pre>{     "id": "stri     "status": "     "payload":     "started":     "finished": } Reconce Content </pre>	ng", string", (), 12022-10-21", "2022-10-21"			
Parameters	and type appreciatority of a			
Parameter	Value	Description	Parameter Type	Data Type
id	859d3d77-f8d5-4605-ac7f-fa7e7876d27e	-	path	string
Try it out!				
GET /object	t/job/{org}/{id}		Super-admins po	oll for status of job for a specified org

ID field

- 13. Click the **Try it out!** button at the bottom of the API to run the API call.
- 14. Copy the URL next to the **signedURL** attribute in the **Response Body** section.

# Resolver.

id	859d3d77-f8d5-4605-ac7f-fa7e7876d27e		path	string						
Try it out!	de Response									
Curl										
curl -X GET	curl -X GETheader 'Accept: application/json'header 'Authorization: bearer eyJhbGci0iJLTVMiLCJ0eXAi0iJKV1QifQ.eyJz									
Request LIPI										
Request ORL										
https://alph	https://alpha.staging.resolver.com/object/job/859d3d77-f8d5-4605-ac7f-fa7e7876d27e									
Response Bod	у									
<pre>kesponse body {     "payload": {         "savedFilename": "8a0792ef-626d-4763-a9cc-6a94e9e68297.csv",         "disnlawFilename": "auditTrailUserEvnort orn 134 30-7-2020 436 rev"         "signedUrl": "https://alpha.staging.resolver.com/file/file/859d3d77-f8d5-4605-ac7f-fa7e7876d27e?token=eyJbbGci0iJl         "contentlype": "text/csv",         "jobId": "859d3d77-f8d5-4605-ac7f-fa7e7876d27e"         },         "status": 2,         "id": "859d3d77-f8d5-4605-ac7f-fa7e7876d27e",         "finished": 1596129542,         "started": 1596129542     }  Response Code 200</pre>										

SignedURL

15. Open a browser and paste the URL in the address bar to begin downloading the CSV file. Up to 50k records are returned per file.

	A	В	С	D	E	F	G	н	L	J	К	L	N	vi
1	Date and Time	Subject Id	Subject Type	subject	Action Id	Event Id	Event	Prev Value	Current Valu	Performed	B Subject Ext	ernal Refere	ence Id	
2	Mon Jun 15 2020 23:47:51 GMT+0000 (Coordinated Universal Time)	11004	Role	{"name":"O	9fc5d620-af	146-63f0ee2	Remove Wo	[{"name":"Pe	{}	{"id":1040,"	c 109c6e00-0	1248-40c7-9	dOe-95dfC	d7c7249
3	Mon Jun 15 2020 23:47:51 GMT+0000 (Coordinated Universal Time)	11004	Role	{"name":"O	9fc5d620-af	146-4b88bc3	Remove Wo	[{"name":"Pe	()	{"id":1040,"	c 109c6e00-c	1248-40c7-9	dOe-95df0	d7c7249
4	Mon Jun 15 2020 23:47:51 GMT+0000 (Coordinated Universal Time)	11004	Role	{"name":"O	9fc5d620-af	146-37ced8e	Remove Wo	[{"name":"Pe	0	{"id":1040,"	c 109c6e00-c	1248-40c7-9	d0e-95df0	d7c7249
5	Mon Jun 15 2020 23:47:51 GMT+0000 (Coordinated Universal Time)	11004	Role	{"name":"O	9fc5d620-af	146-aaf15fa	Remove Wo	[{"name":"Pe	()	{"id":1040,"	c 109c6e00-c	1248-40c7-9	dOe-95df0	d7c7249
6	Mon Jun 15 2020 23:45:53 GMT+0000 (Coordinated Universal Time)	11004	Role	{"name":"O	599e3de0-at	146-353ec6b	Remove Wo	[{"name":"R	{}	{"id":1040,"	c 109c6e00-c	1248-40c7-9	d0e-95df0	d7c7249
7	Mon Jun 15 2020 23:44:39 GMT+0000 (Coordinated Universal Time)	11004	Role	{"name":"O	o 2d8ef1e0-af	146-7e2102	Update Worl	[{"name":"Pe	[{"name":"Pe	{"id":1040,"	c 109c6e00-c	1248-40c7-9	d0e-95df0	d7c7249
8	Mon Jun 15 2020 23:44:39 GMT+0000 (Coordinated Universal Time)	11004	Role	{"name":"O	o 2d8ef1e0-af	146-f946d95	Add Workflo	0	[{"name":"R	{"id":1040,"	c 109c6e00-c	1248-40c7-9	d0e-95df0	d7c7249
9	Mon Jun 15 2020 23:44:39 GMT+0000 (Coordinated Universal Time)	11004	Role	{"name":"O	o 2d8ef1e0-af	146-47e165	Update Worl	[{"name":"Pe	[{"name":"P	{"id":1040,"	c 109c6e00-c	1248-40c7-9	d0e-95df0	d7c7249
10	Mon Jun 15 2020 23:41:24 GMT+0000 (Coordinated Universal Time)	11004	Role	{"name":"O	b918cc00-af	146-2b279et	f Add Workflo	0	[{"name":"P	{"id":1040,"	°c 109c6e00-c	1248-40c7-9	d0e-95df0	d7c7249
11	Mon Jun 15 2020 23:41:24 GMT+0000 (Coordinated Universal Time)	11004	Role	{"name":"O	b918cc00-af	146-e6b545	Add Workflo	0	[{"name":"R	{"id":1040,"	c 109c6e00-c	1248-40c7-9	d0e-95df0	d7c7249
12	Mon Jun 15 2020 23:41:24 GMT+0000 (Coordinated Universal Time)	11004	Role	{"name":"O	b918cc00-af	146-55168cc	Add Workflo	0	[{"name":"R	{"id":1040,"	°c 109c6e00-c	1248-40c7-9	d0e-95df0	d7c7249
13	Mon Jun 15 2020 23:41:24 GMT+0000 (Coordinated Universal Time)	11004	Role	{"name":"O	b918cc00-af	146-8fd9672	Add Workflo	0	[{"name":"P	{"id":1040,"	c 109c6e00-c	1248-40c7-9	d0e-95df0	d7c7249
14	Mon Jun 15 2020 23:41:24 GMT+0000 (Coordinated Universal Time)	11004	Role	{"name":"O	b918cc00-af	146-78d30et	Add Workflo	0	[{"name":"Pe	{"id":1040,"	°c 109c6e00-c	1248-40c7-9	d0e-95df0	d7c7249
15	Mon Jun 15 2020 23:41:24 GMT+0000 (Coordinated Universal Time)	11004	Role	{"name":"O	b918cc00-af	146-84e136	Add Workflo	0	[{"name":"Pe	{"id":1040,	c 109c6e00-c	1248-40c7-9	dOe-95df0	d7c7249
16	Mon Jun 15 2020 23:39:57 GMT+0000 (Coordinated Universal Time)	11004	Role	{"name":"O	0 85428880-al	146-650494	Add Role	0	[{"name":"R	{"id":1040,"	c 109c6e00-c	1248-40c7-9	d0e-95df0	d7c7249
17	Mon Jun 15 2020 23:39:29 GMT+0000 (Coordinated Universal Time)	1040	User	{"name":"Le	74a04350-at	f 146-afd6aa0	Successful Lo	0	()	{"id":1040,"	c d7e875f7-5	8f8-4a2e-9	09b-733df-	da490d8
18	Mon Jun 15 2020 23:39:20 GMT+0000 (Coordinated Universal Time)	1	User	{"name":"D	e 6f6bdd90-af	146-b2ccfdd	Logout	0	0	{"id":1,"ori	gi c4ca4238a0	0b923820dc	c509a6f75	3849b
19	Mon Jun 15 2020 23:39:06 GMT+0000 (Coordinated Universal Time)	1	User	{"name":"D	e 674e1380-a	146-84da6b	Successful Lo	0	{}	{"id":1,"orig	gi c4ca4238a0	0b923820dc	c509a6f75	849b
20	Wed Jun 10 2020 22:55:23 GMT+0000 (Coordinated Universal Time)	1040	User	{"name":"Li	77b188d0-al	146-a2a5444	4 Logout	0	{}	{"id":1040,"	c d7e875f7-5	8f8-4a2e-9	J9b-733df	da490d8
21	Wed Jun 10 2020 22:36:50 GMT+0000 (Coordinated Universal Time)	1040	User	{"name":"Le	e04012c0-al	146-dfc5c82	Successful Lo	0	{}	{"id":1040,"	c d7e875f7-5	8f8-4a2e-9	09b-733df	da490d8
22	Wed Jun 10 2020 22:36:46 GMT+0000 (Coordinated Universal Time)	1040	User	{"name":"Le	dda43230-al	146-70b42b	Unsuccessfu	0	0	{"id":1040,"	c d7e875f7-5	8f8-4a2e-9	09b-733df-	da490d8
23	Wed Jun 10 2020 22:14:41 GMT+0000 (Coordinated Universal Time)	1040	User	{"name":"Le	c8383750-at	146-f5aa44f	Logout	0	()	{"id":1040,"	c d7e875f7-5	8f8-4a2e-9	09b-733df-	da490d8
24	Wed Jun 10 2020 21:58:19 GMT+0000 (Coordinated Universal Time)	11001	Role	{"name":"O	o 7e631250-al	146-8004f0f	Add Workflo	0	[{"name":"P	{"id":1040,"	c 23c91978-e	c2b-4871-b	73c-5faa5	f395651
25	Wed Jun 10 2020 21:58:19 GMT+0000 (Coordinated Universal Time)	11001	Role	{"name":"O	o 7e631250-al	146-7e94df9	Add Workflo	0	[{"name":"P	{"id":1040,"	c 23c91978-e	c2b-4871-b	73c-Sfaa5	f395651
26	Wed Jun 10 2020 21:58:19 GMT+0000 (Coordinated Universal Time)	11001	Role	{"name":"O	o 7e631250-al	146-8bd75ce	Add Workflo	0	[{"name":"P	{"id":1040,"	c 23c91978-e	c2b-4871-b	73c-5faa5	f395651
27	Wed Jun 10 2020 21:58:19 GMT+0000 (Coordinated Universal Time)	11001	Role	{"name":"O	o 7e631250-al	146-5ddbbf3	Add Workflo	0	[{"name":"Pe	{"id":1040,"	c 23c91978-e	c2b-4871-b	73c-5faa5	f395651
28	Wed Jun 10 2020 21:52:09 GMT+0000 (Coordinated Universal Time)	1040	User	{"name":"Le	alfb9440-at	146-20bef6f	Successful Lo	0	{}	{"id":1040,	c d7e875f7-5	8f8-4a2e-9	09b-733df	da490d8
29	Wed Jun 10 2020 21:51:58 GMT+0000 (Coordinated Universal Time)	1040	User	{"name":"Le	9b9a9560-al	146-da3f837	7 Logout	0	0	{"id":1040,"	c d7e875f7-5	8f8-4a2e-9	09b-733df-	da490d8
30	Wed Jun 10 2020 21:49:46 GMT+0000 (Coordinated Universal Time)	1040	User	{"name":"Le	4cb1ee30-al	146-df5940f	Successful Lo	0	{}	{"id":1040,"	c d7e875f7-5	8f8-4a2e-9	09b-733df-	da490d8
31	Wed Jun 10 2020 21:49:18 GMT+0000 (Coordinated Universal Time)	1040	User	{"name":"Le	3c74ac60-at	146-867837	Logout	0	8	{"id":1040,"	c d7e875f7-5	8f8-4a2e-9	09b-733df-	da490d8
32	Wed Jun 10 2020 21:49:11 GMT+0000 (Coordinated Universal Time)	11001	Role	{"name":"O	o 37f788b0-at	146-0170a3	Remove Wo	[{"name":"Pe	0	{"id":1040,"	c 23c91978-e	c2b-4871-b	73c-Sfaa5	f395651
33	Wed Jun 10 2020 21:49:11 GMT+0000 (Coordinated Universal Time)	11001	Role	{"name":"O	37f788b0-ab	146-bcd8379	Remove Wo	[{"name":"Pe	{}	{"id":1040,"	c 23c91978-e	c2b-4871-b	73c-5faa5	f395651
34	Wed Jun 10 2020 21:49:11 GMT+0000 (Coordinated Universal Time)	11001	Role	{"name":"O	37f788b0-ab	146-f9769a8	Remove Wo	({"name":"Po	{}	{"id":1040,"	c 23c91978-e	c2b-4871-b	73c-5faa5	f395651
35	Wed Jun 10 2020 21:49:11 GMT+0000 (Coordinated Universal Time)	11001	Role	{"name":"O	37f788b0-ab	146-053295	Remove Wo	[{"name":"Po	{}	{"id":1040,"	c 23c91978-e	c2b-4871-b	73c-5faa5	f395651
36	Wed Jun 10 2020 21:45:04 GMT+0000 (Coordinated Universal Time)	11001	Role	("name":"C	a4882800-a	146-1952e4	Add Workflo	0	[{"name":"R	{"id":1040."	c 23c91978-e	c2b-4871-b	73c-5faa5	f395651

#### Exported User Audit Trail Data

- 16. To export more than 50k records within the selected time frame:
  - Review the last row of the .csv file to confirm it contains a maximum of 50k rows.
  - Convert the date in the **Date and Time** column for the last row to Unix timestamp format.
  - Make a new API request using the Unix timestamp from the last row as the new dateStart value but keeping the dateEnd the same.
  - Continue the process until fewer than 50k rows are retrieved.



Note:

Multiple events can occur at the same time. Rows may share the same **Date and Time** value. If the oldest event (last row on the CSV file) occurred on the same date as other events, all these events would be repeated in the next generated CSV file.