



Configure Officer History

The **Officer History** settings let you specify how many days officer history records are retained in Dispatch. These records are summaries of officers' activities, grouped by shift, and include on and off duty times, tasks, and statuses. For more information on viewing this information, see the [View Officer History](#) section.

To change the number of days officer history is retained:

1. Click **Settings** >  **System Settings**.
2. Type or use the  arrows under **Officer History** to select the number of days an officer history record will be retained in Dispatch.