View Log

The page log feature displays all of the saves and publishes, whether manual, scheduled, or directory, that have occurred for a specific page.

Whenever a page is saved or published, Omni Update keeps a record of the action. This record can be viewed in the log using the following steps:

1. Go to the Pages View by clicking on the content tab; **locate the page** for which you want to view the log.

***NOTE:** You can only modify pages that have not been checked out to someone else.*

2. Click the **Check-out icon** so that the light bulb is lit.
3. Click on the **Log** icon

This brings up the log, as shown in the image below:

Date	Username	Action
9/5/12 8:41 AM	ows_test_1	Save
8/30/12 4:40 PM	jnewsome	Find/Replace Publish
8/30/12 4:17 PM	jnewsome	Save
8/29/12 12:32 PM	acapuchino	Manual Publish
8/28/12 4:03 PM	jnewsome	Manual Publish
8/28/12 3:57 PM	jnewsome	Content Reverted

Here you can see when an action was taken, who did that action, and the type of action taken.