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Admin Logger - Configuration

Configuration

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To Enable or Disable the Admin Logger extension, from the Admin dashboard navigate to **Stores → Settings → Configuration → CMINDS ADMIN LOGGER → Configuration**.

DASHBOARD

SALES

CATALOG

CUSTOMERS

MARKETING

CONTENT

SECURITY

REPORTS

STORES

SYSTEM

FIND PARTNERS & EXTENSIONS

Dashboard

Store View: All Store Views ?

Lifetime Sales

\$61.00

Average Order

\$30.50

Last Orders

Customer	Items	Total
Veronica Costello	1	\$32.00
Veronica Costello	1	\$29.00

Last Search Terms

We couldn't find any records.

Top Search Terms

We couldn't find any records.

Chart is disabled. To enable the chart, click [here](#).

Revenue

\$0.00

Tax

\$0.00

Shipping

\$0.00

Bestsellers

Most Viewed Products

New Customers

We couldn't find any records.

In the **General Options** section set the **Enable** option to 'Yes' to toggle the extension on or 'No' to toggle it off.



Get more information about the Admin Logger (<https://www.cminds.com/magento-extensions/admin-logger-extensionextension-magento-2/#description>) extension

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Admin Logger - Viewing Log entries

Viewing History Log

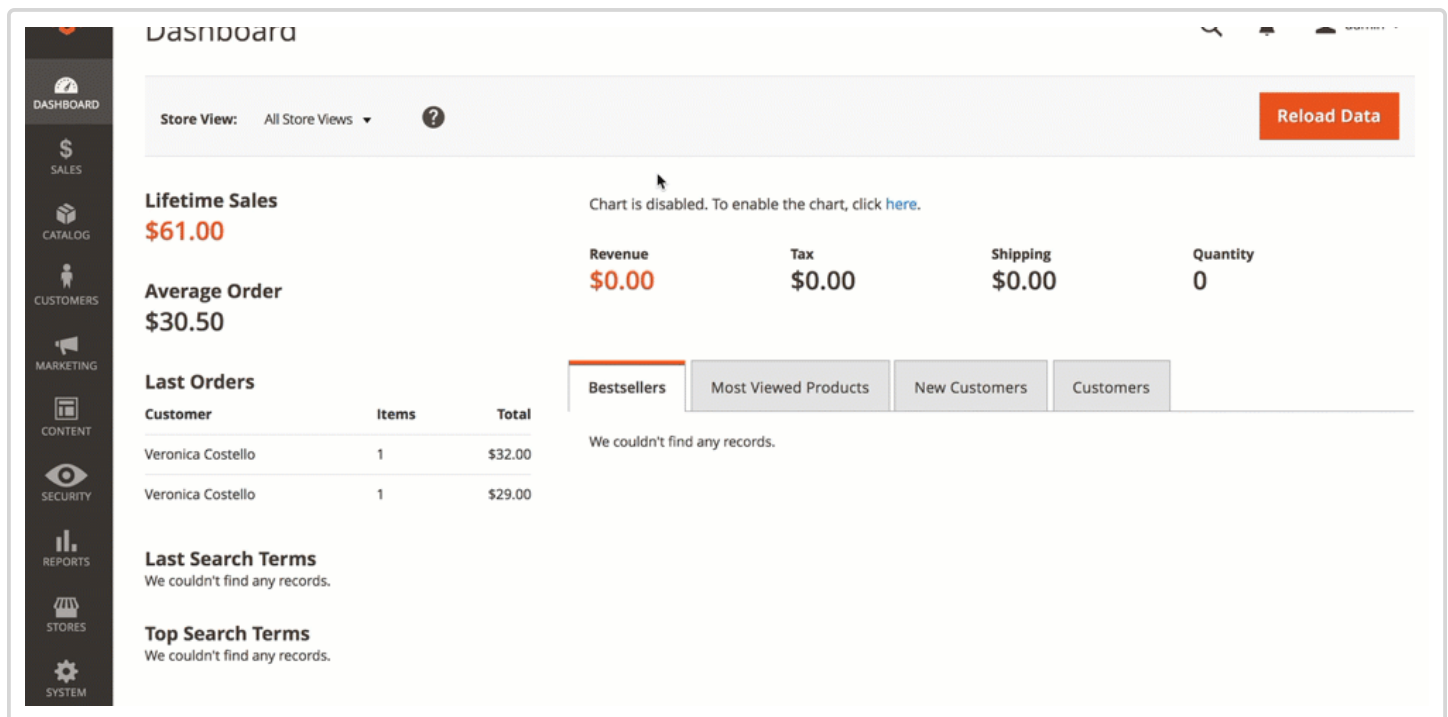
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The site administrator can view all log entries in the History Log table, they are also able to see a more detailed view of individual log entries.

History Log table

Navigate to **SECURITY** → **Admin Actions History**.



The Table displays all the key information about the actions that were taken by the administrator. Even Admin Panel page views can be configured to be logged (read this guide (<http://creativeminds.helpscoutdocs.com/article/1877-admin-logger-logging-page-views>)), by default only changes that are made on the site are logged such as changes to order information, customer information, settings changes etc.

Changing the display of the Log History

Should the administrator find that they don't need to see all of the columns that are displayed by default they can hide some of the information giving more space to the remaining columns in the table.

Click on the **Columns** drop down above the table and to the right then uncheck the boxes beside any columns that you would like to hide. Click off the dropdown menu to see the table again.

Admin Actions History

Filters

Default View

Columns

Actions

3 records found

20 per page

1 of 1

	Id ↑	Admin Name	Action Type	Reference value	Address IP	Browser agent	Created at	Action
<input type="checkbox"/>	3	admin	Admin Page View	http://m2dev4.cmind.com/index.php/admin/adminlogger/actionhistory/index/	87.205.114.74	Mozilla/5.0 (Macintosh; Intel Mac OS X 10_12_6) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/62.0.3202.94 Safari/537.36	2017-11-27 17:16:59	Select
<input type="checkbox"/>	2	admin	Admin Page View	http://m2dev4.cmind.com/index.php/admin/admin/dashboard/index/	87.205.114.74	Mozilla/5.0 (Macintosh; Intel Mac OS X 10_12_6) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/62.0.3202.94 Safari/537.36	2017-11-27 17:16:53	Select
<input type="checkbox"/>	1	admin	Admin Login Success	1	87.205.114.74	Mozilla/5.0 (Macintosh; Intel Mac OS X 10_12_6) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/62.0.3202.94 Safari/537.36	2017-11-27 17:16:52	Select

Actions History - Detailed View

To view a more detailed view of entries in the Log History identify the entry that you would like to view in more detail, then click on **Select** in the rightmost column and from the options choose 'View'.

						Chrome/62.0.3202.94 Safari/537.36		
9	admin	Admin Page View	http://m2dev4.cminds.com/index.php/admin/customer/index/index/	87.205.114.74	Mozilla/5.0 (Macintosh; Intel Mac OS X 10_12_6) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/62.0.3202.94 Safari/537.36	2017-11-27 17:22:23	Select ▾	
8	admin	Customer Update	1	87.205.114.74	Mozilla/5.0 (Macintosh; Intel Mac OS X 10_12_6) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/62.0.3202.94 Safari/537.36	2017-11-27 17:22:22	Select ▴	<div>View Delete</div>
7	admin	Admin Page View	http://m2dev4.cminds.com/index.php/admin/customer/index/edit/	87.205.114.74	Mozilla/5.0 (Macintosh; Intel Mac OS X 10_12_6) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/62.0.3202.94 Safari/537.36	2017-11-27 17:22:04	Select ▾	

What was changed appears in the left column under the heading 'Name', the original value appears in the centre column under the heading 'Old Value' and the new value appears in the rightmost column under the heading 'New Value'.

Admin Actions History - Details



admin ▾

Name	Old Value	New Value
updated_at	2017-11-21 09:21:11	2017-11-27 17:22:22
firstname	Veronica	Ronnie
lastname	Costello	Costa
dob	1973-12-15	1973-12-16 00:00:00



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Magento ver. 2.2.1

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Not all Admin Panel actions will display results in the Details view. For example the 'Page View' log entries will display an empty table in the Details view.

Admin Actions History - Details



admin ▾

Name	Old Value	New Value
No records	No records	No records



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Admin Logger - Manually deleting logs

Manually Deleting Log entries

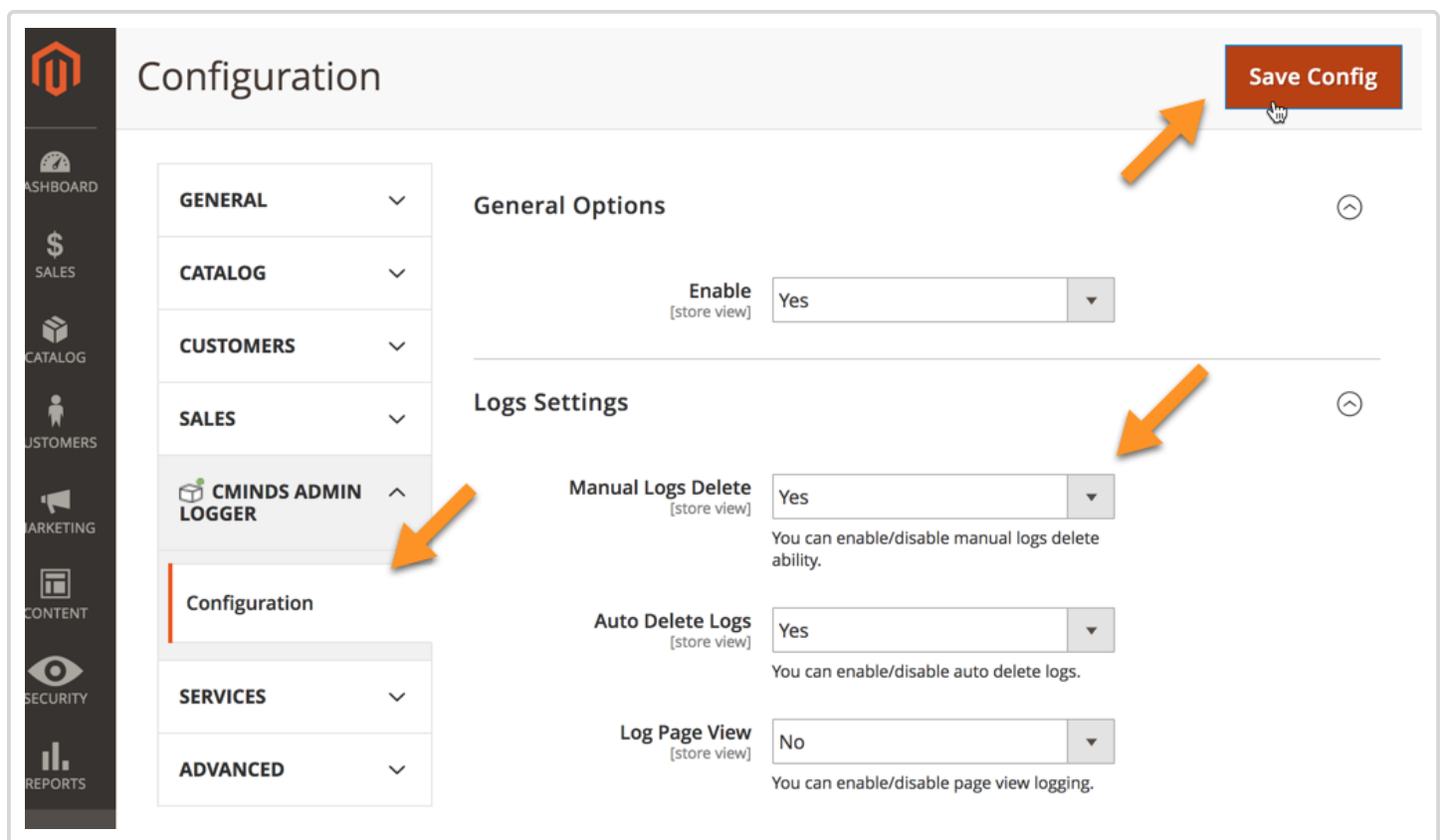
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The Site administrator has the ability to delete log entries manually. They also have the freedom to restrict whether or not logs can be deleted manually.

Enabling Manual Delete

From the Admin dashboard navigate to **Stores → Settings → Configuration → CMINDS ADMIN LOGGER → Configuration**. Then in the **Log Settings**, set the **Manual Logs Delete** option to 'Yes' to allow this feature or 'No' to disable it.



The screenshot displays the 'Configuration' page in the CMINDS Admin interface. On the left is a vertical sidebar with icons for Dashboard, Sales, Catalog, Customers, Marketing, Content, Security, and Reports. The main content area is titled 'Configuration' and features a left-hand menu with expandable sections: GENERAL, CATALOG, CUSTOMERS, SALES, CMINDS ADMIN LOGGER (which is expanded to show 'Configuration'), SERVICES, and ADVANCED. An orange arrow points to the 'CMINDS ADMIN LOGGER' section in this menu. The 'Configuration' section for the CMINDS ADMIN LOGGER is divided into two parts: 'General Options' and 'Logs Settings'. In the 'General Options' section, the 'Enable [store view]' dropdown is set to 'Yes'. An orange arrow points to the 'Save Config' button in the top right corner. The 'Logs Settings' section contains three options: 'Manual Logs Delete [store view]' is set to 'Yes' (with a sub-note: 'You can enable/disable manual logs delete ability.'), 'Auto Delete Logs [store view]' is set to 'Yes' (with a sub-note: 'You can enable/disable auto delete logs.'), and 'Log Page View [store view]' is set to 'No' (with a sub-note: 'You can enable/disable page view logging.'). An orange arrow points to the 'Manual Logs Delete' dropdown.

Click the **Save Config** button to save the changes.

Manually Deleting Log entries

To manually delete Log Entries navigate to **SECURITY** → **Admin Actions History**. Then the Admin Action History table will appear displaying all Admin Actions that have been logged.

Identify the Log entry that is to be deleted and on the rightmost column choose 'Delete' from the **Action** options.

Admin Actions History

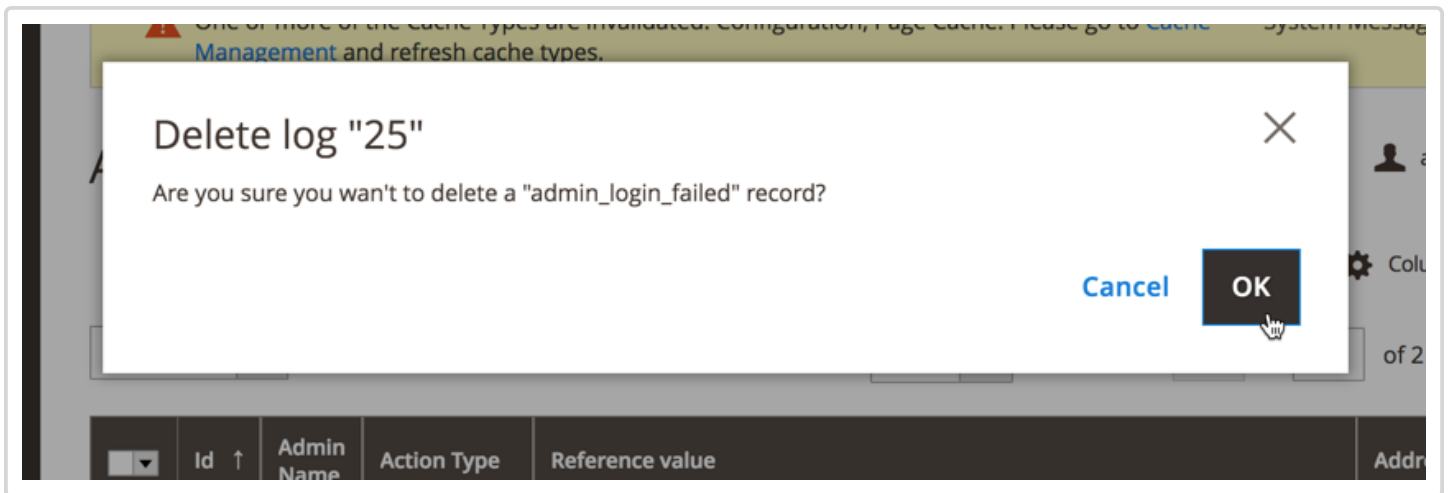
Search, Notifications, User: admin

Filters, Default View, Columns

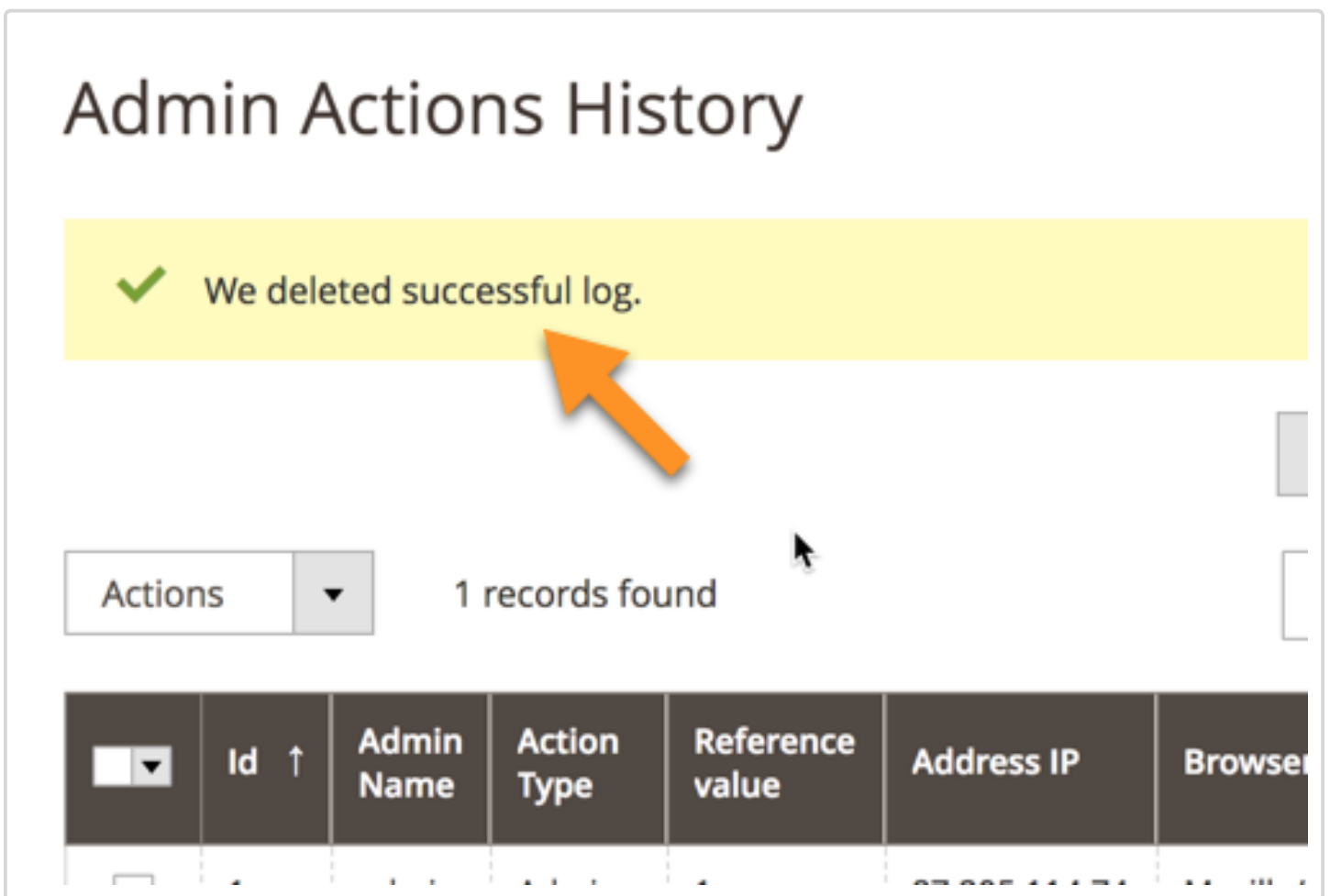
Actions 24 records found 20 per page 1 of 2

	Id ↑	Admin Name	Action Type	Reference value	Address IP	Browser agent	Created at	Action
<input type="checkbox"/>	24	admin	Admin Login Success	1	87.205.114.74	Mozilla/5.0 (Macintosh; Intel Mac OS X 10_12_6) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/62.0.3202.94 Safari/537.36	2017-11-27 14:14:14	Select ▾
<input type="checkbox"/>	23	admin	Configuration Update	configuration_update	83.12.141.44	Mozilla/5.0 (Macintosh; Intel Mac OS X 10_13_1) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/62.0.3202.94 Safari/537.36	2017-11-27 14:06:04	Select ▾
<input type="checkbox"/>	22	admin	Admin Page View	http://m2dev4.cmind.com/index.php/admin/admin/system_config/edit/	83.12.141.44	Mozilla/5.0 (Macintosh; Intel Mac OS X 10_13_1) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/62.0.3202.94 Safari/537.36	2017-11-27 14:05:52	Select ▴ View Delete
<input type="checkbox"/>	21	admin	Admin Page	http://m2dev4.cmind.com/index.php/admin/admin/system_config/edit/	83.12.141.44	Mozilla/5.0	2017-	Select ▾

A confirmation popup will appear asking if you're sure that you want to delete the entry. Click on 'Cancel' to cancel or 'Ok' to delete.






A success message will appear above the table confirming the successful deletion of the log entry.



Deleting entries manually in bulk

Log entries can also be deleted manually in bulk as well as individually. To do this check the box beside any entries you would like to delete or click on the box at the top to select all.

Admin Actions History

 admin ▾

Filters

Default View ▾

Columns ▾

Actions ▾

5 records found (3 selected)


20 ▾ per page

<

1

of 1

>

	Id ↑	Admin Name	Action Type	Reference value	Address IP	Browser agent	Created at	Action
<input type="checkbox"/>	5	admin	Order Status Update	1	87.205.114.74	Mozilla/5.0 (Macintosh; Intel Mac OS X 10_12_6) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/62.0.3202.94 Safari/537.36	2017-11-27 15:56:59	Select ▾
<input checked="" type="checkbox"/>	4	admin	Order Comment Add	1	87.205.114.74	Mozilla/5.0 (Macintosh; Intel Mac OS X 10_12_6) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/62.0.3202.94 Safari/537.36	2017-11-27 15:56:59	Select ▾
<input checked="" type="checkbox"/>	3	admin	Customer Create	2	87.205.114.74	Mozilla/5.0 (Macintosh; Intel Mac OS X 10_12_6) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/62.0.3202.94 Safari/537.36	2017-11-27 15:55:26	Select ▾
<input checked="" type="checkbox"/>	2	admin	Customer Update	1	87.205.114.74	Mozilla/5.0 (Macintosh; Intel Mac OS X 10_12_6) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/62.0.3202.94 Safari/537.36	2017-11-27 15:54:54	Select ▾
<input type="checkbox"/>	1	admin	Admin	1	87.205.114.74	Mozilla/5.0 (Macintosh; Intel Mac OS X	2017-	Select ▾

When all the entries that are to be deleted have been selected, click on the **Actions** box above the table and select the **Delete** option.

Admin Actions History

Filters

20 per page

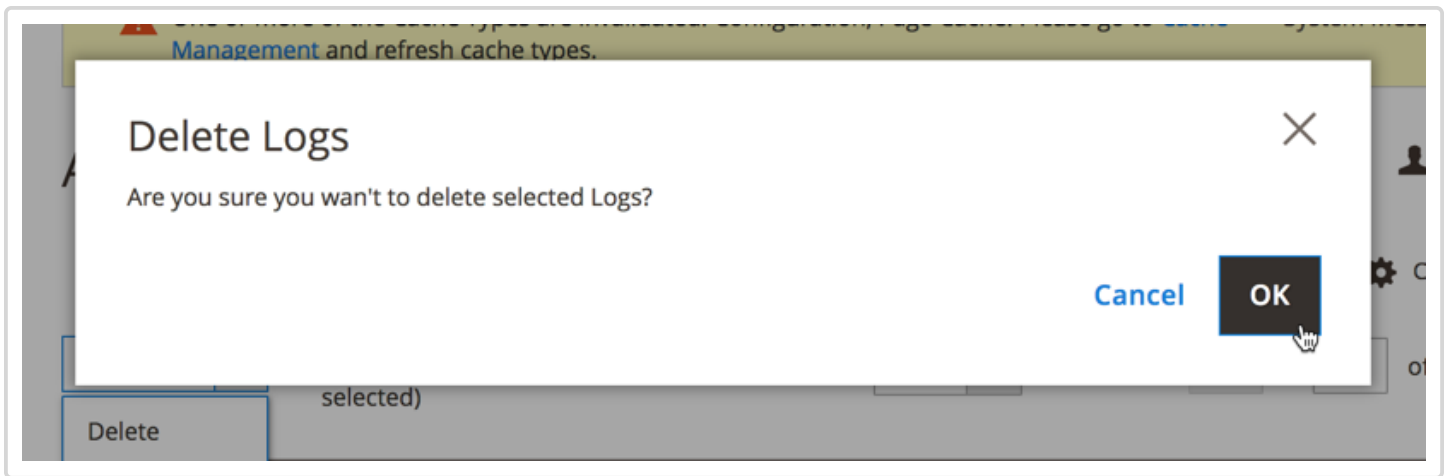
Actions

Delete

5 records found (3 selected)


	Id ↑	Admin Name	Action Type	Reference value	Address IP	Browser agent
<input type="checkbox"/>	5	admin	Order Status Update	1	87.205.114.74	Mozilla/5.0 (Macintosh; Intel 10_12_6) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/62.0.3202.62 Safari/537.36
<input checked="" type="checkbox"/>	4	admin	Order Comment Add	1	87.205.114.74	Mozilla/5.0 (Macintosh; Intel 10_12_6) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/62.0.3202.62 Safari/537.36

A confirmation popup will appear asking if you're sure you want to delete the chosen entries. Click 'Ok' to delete or 'Cancel' to cancel.



A success message will appear above the table confirming how many log entries were deleted.

Admin Actions History

 We deleted 3 log(s).

Actions ▼

2 records found

Filters

20 ▼

<input type="checkbox"/>	Id ↑	Admin Name	Action Type	Reference value	Address IP	Browser agent
<input type="checkbox"/>	5	admin	Order Status Update	1	87.205.114.74	Mozilla/5.0 (Macintosh; Intel Mac OS X 10_12_6) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/69.0.3497.81 Safari/537.36



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Admin Logger - Automatically deleting logs

Automatically Deleting Logs

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The site administrator in control of the Admin Logger extension can choose to automatically clear various logs on a schedule. To set this up navigate to **Stores → Settings → Configuration → CMINDS ADMIN LOGGER → Configuration**. Then look in **Log Settings**.

To enable or disable automatic deletion of log entries set the **Auto Delete Logs** option to 'Yes' or 'No' depending on your preference.

The screenshot shows the Magento 2 Configuration interface. On the left is a sidebar with navigation icons for Dashboard, Sales, Catalog, Customers, Marketing, Content, Security, Reports, Stores, and Settings. The main content area is titled 'Configuration' and shows the 'Default Config' selected. A 'Save Config' button is in the top right. The 'CMINDS ADMIN LOGGER' section is expanded, showing 'General Options' and 'Logs Settings'. In 'General Options', the 'Enable [store view]' dropdown is set to 'Yes'. In 'Logs Settings', the 'Manual Logs Delete [store view]' dropdown is set to 'Yes' (with a note: 'You can enable/disable manual logs delete ability.'), the 'Auto Delete Logs [store view]' dropdown is set to 'Yes' (with a note: 'You can enable/disable auto delete logs.'), and the 'Log Page View [store view]' dropdown is set to 'Yes' (with a note: 'You can enable/disable page view logging.'). Three orange arrows point to the 'CMINDS ADMIN LOGGER' section, the 'Save Config' button, and the 'Auto Delete Logs' dropdown.

With the Auto Delete Logs option enabled next we need to define the frequency with which each log type should be deleted. Scroll down further in the **Logs Settings**.

The screenshot shows a 'Configuration' page with a sidebar on the left containing 'Configuration', 'SERVICES', and 'ADVANCED'. The main content area has a 'Save Config' button in the top right. Below it, there are three toggle switches: 'Auto Delete Logs' (set to 'Yes'), 'Log Page View' (set to 'Yes'), and 'Automatically Clear Actions Logs After Days' (set to '3'). Below these are three input fields for the number of days to keep logs: 'Automatically Clear Login Logs After Days' (set to '4') and 'Automatically Clear Page View Logs After Days' (set to '4'). These three input fields are highlighted with an orange box. The text 'You can enable/disable manual logs delete ability.' is above the first toggle, 'You can enable/disable auto delete logs.' is above the second, and 'You can enable/disable page view logging.' is above the third. The text 'You can set how many days would you like to keep action logs.' is below the first input field, 'You can set how many days would you like to keep login logs.' is below the second, and 'You can set how many days would like like to keep page view logs.' is below the third.

Setting	Value
Auto Delete Logs [store view]	Yes
Log Page View [store view]	Yes
Automatically Clear Actions Logs After Days [store view]	3
Automatically Clear Login Logs After Days [store view]	4
Automatically Clear Page View Logs After Days [store view]	4

The three kinds of Logs that can be configured for automatic deletion are:

1. **Actions Logs** - Log entries of actions performed by administrators on the site's Admin Panel.

2. **Login Logs** - Log entries of admins logins.
3. **Page View Logs** - Log entries of Admin Panel page views of site administrators.

For each log entry type enter the number of days new log entries should remain in the system before being deleted.

Finally click **Save Config** to save the changes.



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