

Admin Logger - Configuration

Configuration

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<http://creativeminds.helpscoutdocs.com/category/1873-admin-logger-m2>

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

The screenshot displays a Magento 2 dashboard with a dark sidebar on the left containing navigation icons for Dashboard, Sales, Catalog, Customers, Marketing, Content, Security, Reports, Stores, System, and Find Partners & Extensions. The main content area is titled "Dashboard" and includes a "Store View" dropdown set to "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.

Summary statistics: Revenue **\$0.00**, Tax **\$0.00**, Shipping **\$0.00**. A message states "Chart is disabled. To enable the chart, click [here](#)." Below these are tabs for "Bestsellers", "Most Viewed Products", and "New Customers", with a message "We couldn't find any records." under the "Bestsellers" tab.

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

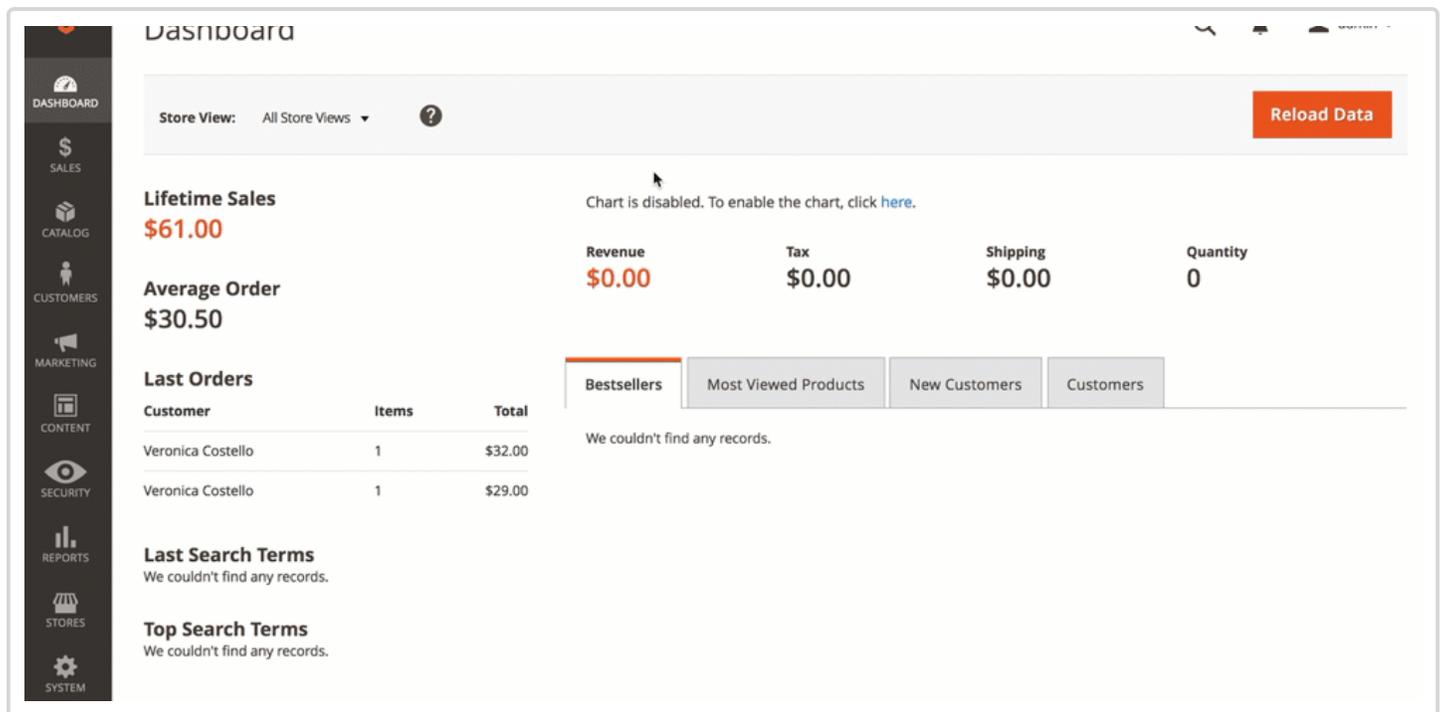
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The site administrator can view all log entries in the History Log table, they are also able to see a more detailed view of individual log entries.

History Log table

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



The screenshot shows a dashboard with a sidebar on the left containing navigation icons for Dashboard, Sales, Catalog, Customers, Marketing, Content, Security, Reports, Stores, and System. The main content area is titled "Dashboard" and includes a "Store View" dropdown set to "All Store Views" and a "Reload Data" button. Key metrics are displayed: Lifetime Sales at \$61.00, Average Order at \$30.50, and a chart for Revenue, Tax, Shipping, and Quantity, all showing \$0.00 and 0 respectively. A "Last Orders" table is shown with two entries for Veronica Costello. Below this are sections for "Bestsellers", "Most Viewed Products", "New Customers", and "Customers", all of which display "We couldn't find any records.".

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

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 🔍 🔔 👤 admin ▾

⌵ Filters 👁 Default View ▾ ⚙ Columns ▾

Actions ▾ 3 records found 20 ▾ per page < 1 of 1 >

<input type="checkbox"/>	id ↑	Admin Name	Action Type	Reference value	Address IP	Browser agent	Created at	Action
<input type="checkbox"/>	3	admin	Admin Page View	http://m2dev4.cminds.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.cminds.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'.

9	admin	Admin Page View	http://m2dev4.cminds.com/index.php/admin/customer/index/index/	87.205.114.74	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 style="border: 1px solid gray; padding: 2px; display: inline-block;">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

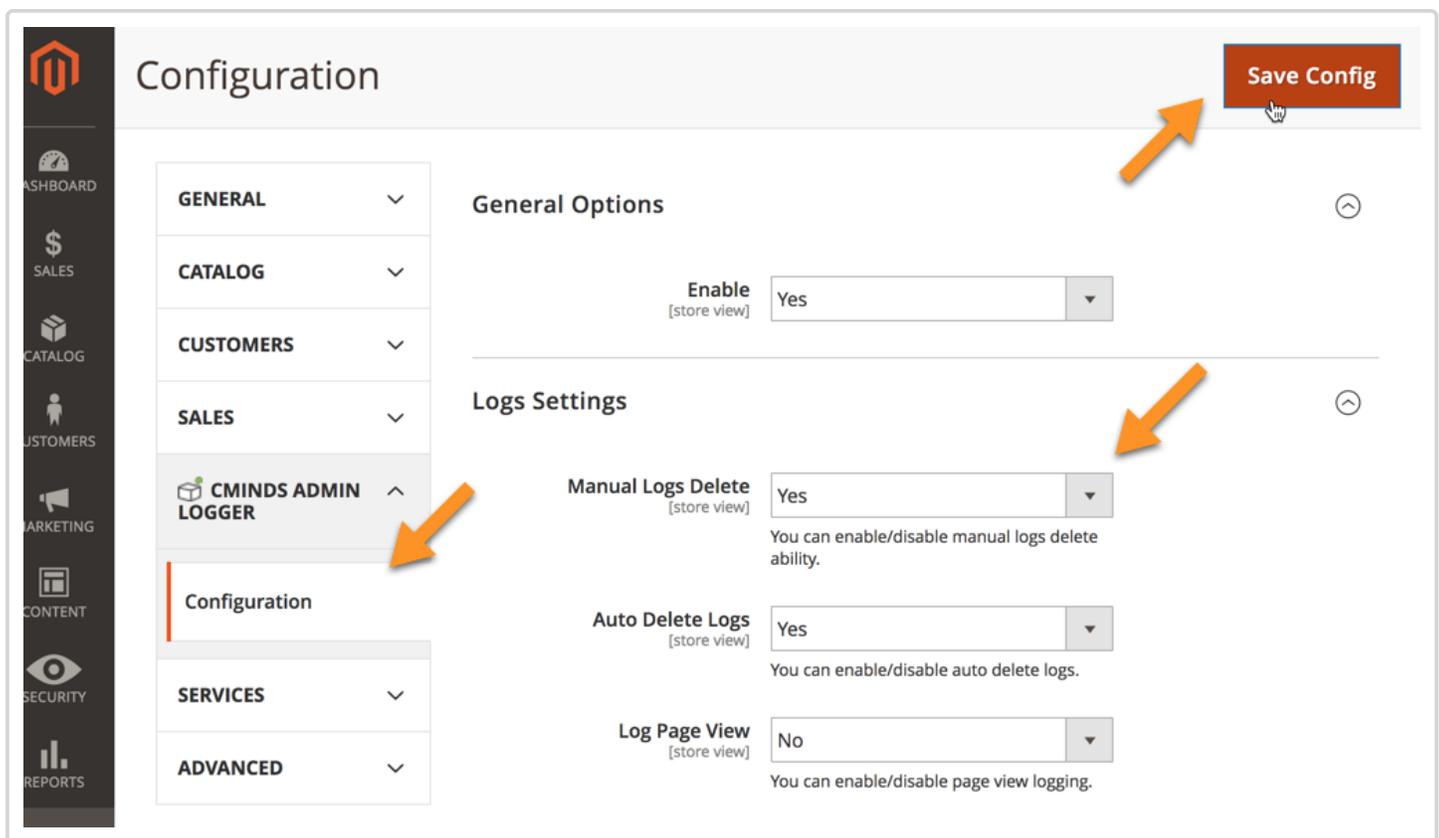
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The Site administrator has the ability to delete log entries manually. They also have the freedom to restrict whether or not logs can be deleted manually.

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.



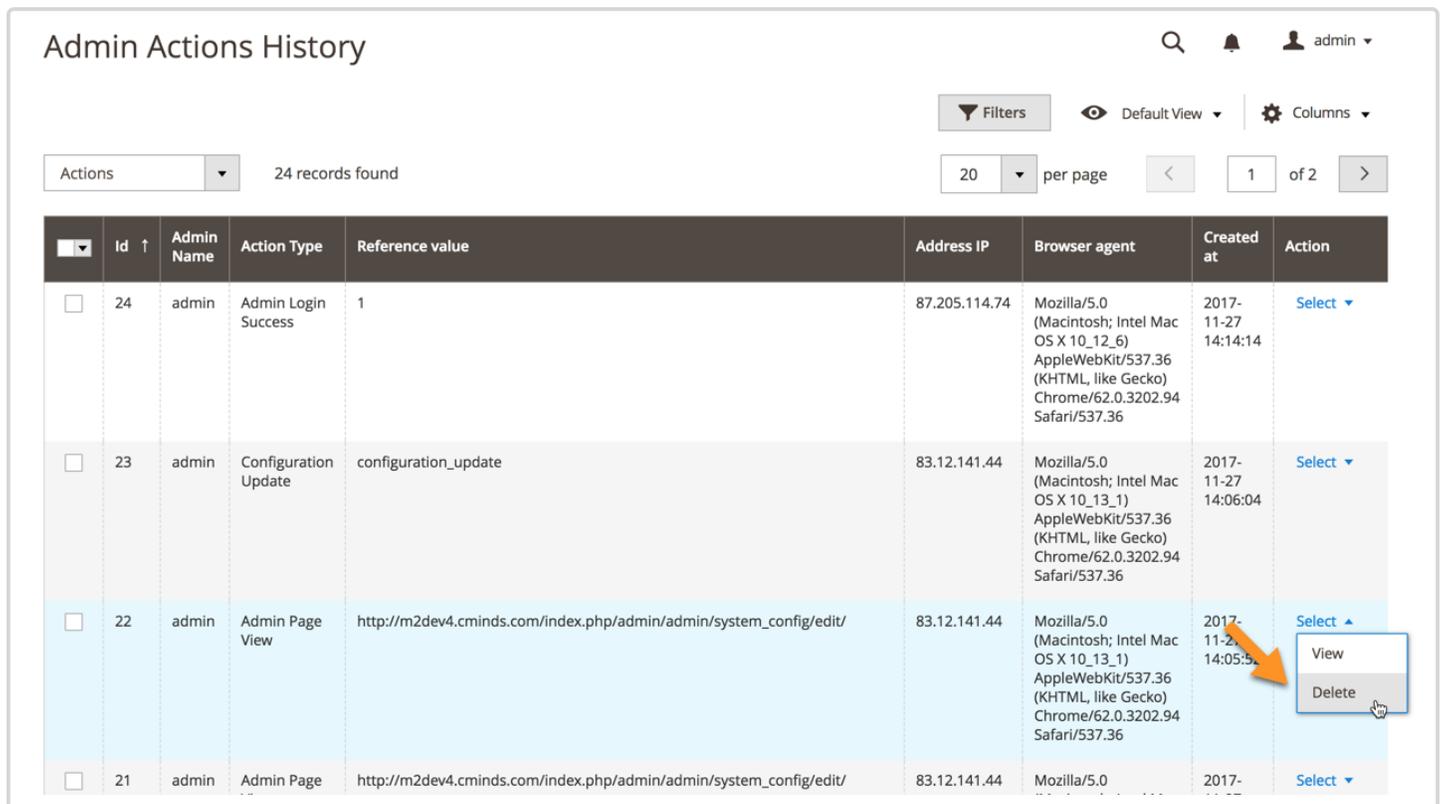
The screenshot displays the 'Configuration' page for the 'CMINDS ADMIN LOGGER'. The left sidebar contains a navigation menu with icons for Dashboard, Sales, Catalog, Customers, Marketing, Content, Security, and Reports. The main content area is divided into two sections: 'General Options' and 'Logs Settings'. In the 'Logs Settings' section, the 'Manual Logs Delete' option is set to 'Yes'. Below this option, a note states: 'You can enable/disable manual logs delete ability.' Other options include 'Auto Delete Logs' (set to 'Yes') and 'Log Page View' (set to 'No'). A red 'Save Config' button is located in the top right corner. Three orange arrows point to the 'CMINDS ADMIN LOGGER' menu item, the 'Manual Logs Delete' dropdown, and the 'Save Config' button.

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.

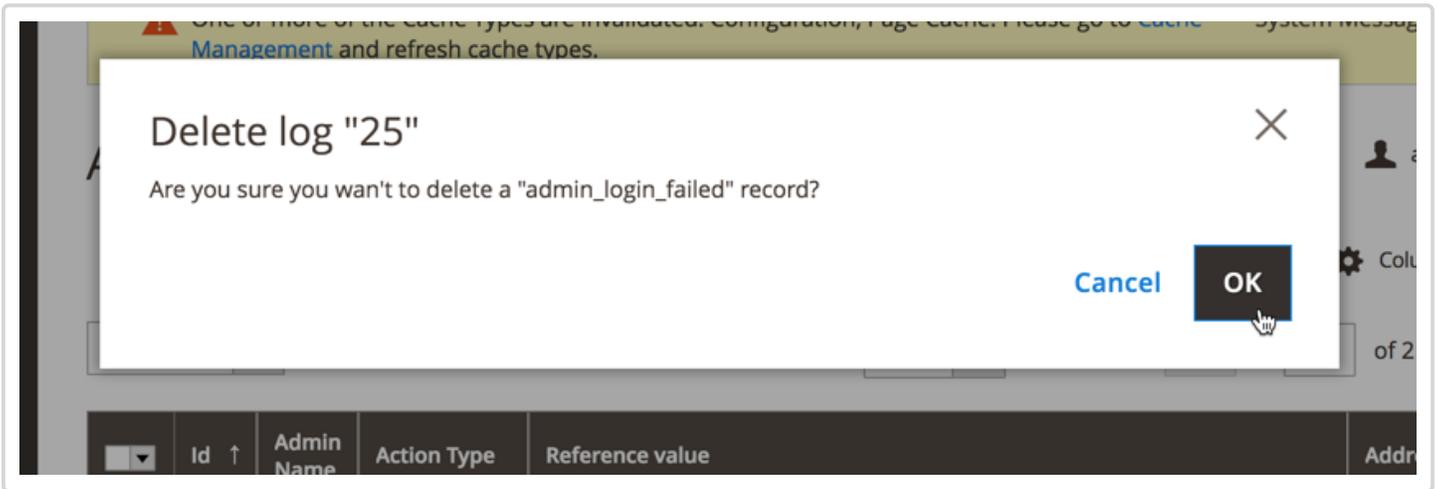
Identify the Log entry that is to be deleted and on the rightmost column choose 'Delete' from the **Action** options.



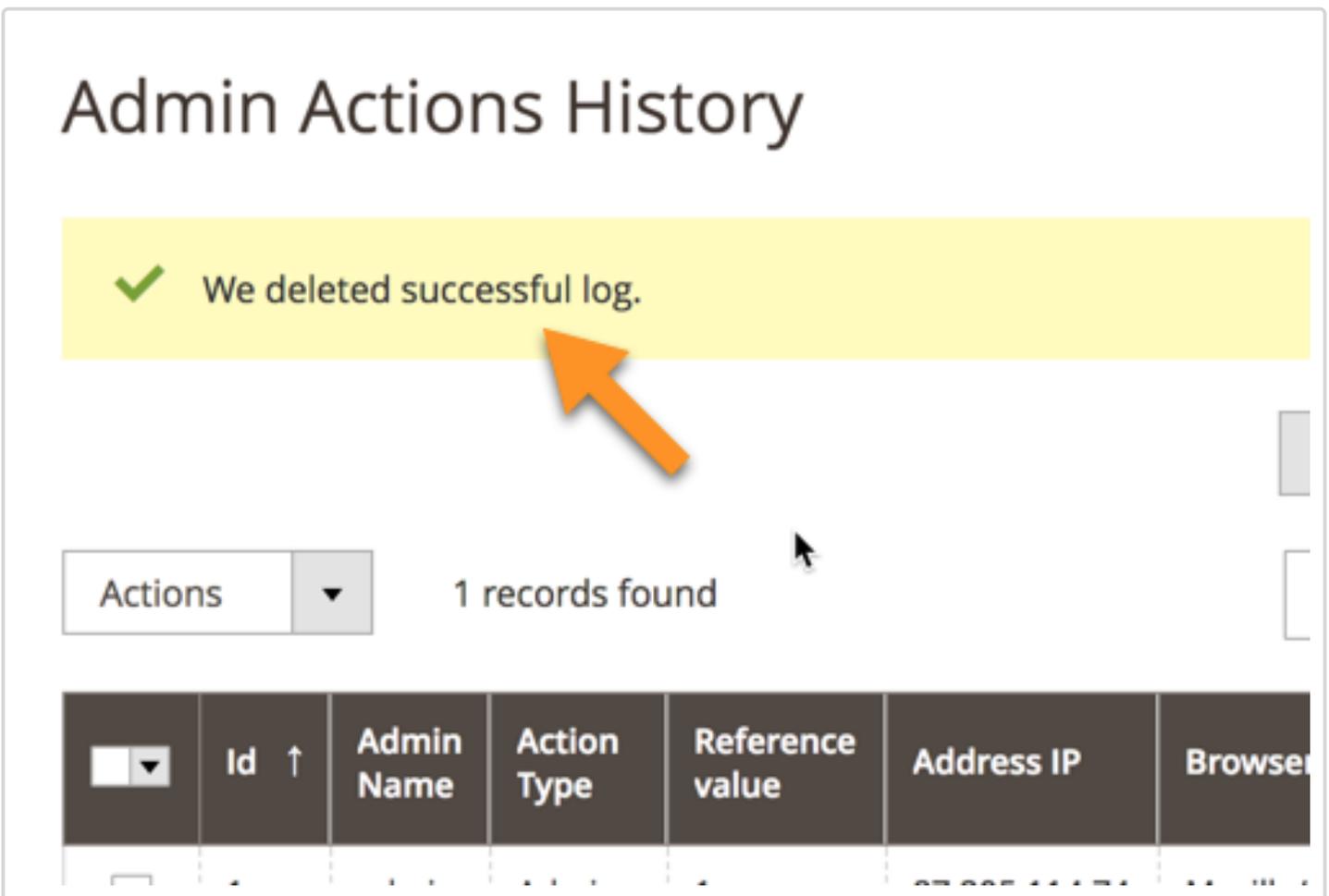
The screenshot shows the 'Admin Actions History' interface. At the top, there are search, notification, and user icons. Below that are filters, view options (Default View), and column settings. A table shows 24 records found, with 20 per page. The table has columns for Id, Admin Name, Action Type, Reference value, Address IP, Browser agent, Created at, and Action. The entry with ID 22 is highlighted, and a dropdown menu is open over the 'Action' column, showing 'View' and 'Delete' options.

<input type="checkbox"/>	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.cminds.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.cminds.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

5 records found (3 selected)

Filters | Default View | Columns

20 per page | 1 of 1

<input type="checkbox"/>	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

5 records found (3 selected)

Filters 

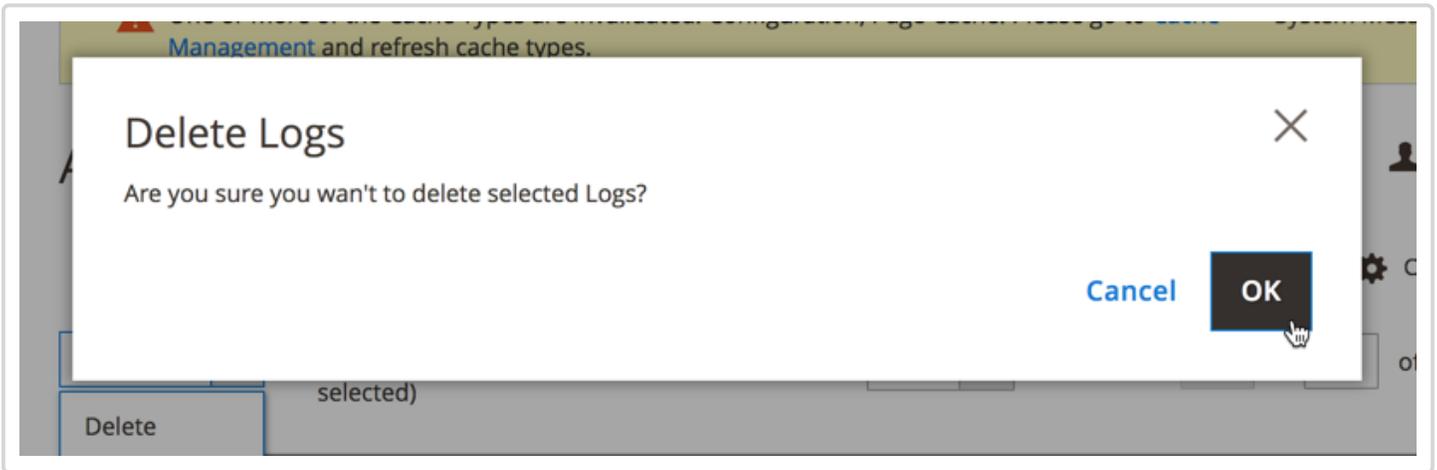
20 per page

Actions 

Delete 

	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).

Filters

Actions 2 records found 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/61.0.3163.100 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 displays the Magento Admin configuration interface. The left sidebar contains navigation icons for Dashboard, Sales, Catalog, Customers, Marketing, Content, Security, Reports, and Stores. The main content area is titled 'Configuration' and shows the 'CMINDS ADMIN LOGGER' configuration page. The 'Log Settings' section is expanded, showing three options: 'Manual Logs Delete' (set to Yes), 'Auto Delete Logs' (set to Yes), and 'Log Page View' (set to Yes). A 'Save Config' button is located in the top right corner. Orange arrows highlight the 'CMINDS ADMIN LOGGER' menu item, the 'Auto Delete Logs' dropdown, and the 'Save Config' button.

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 interface with a sidebar on the left containing 'Configuration', 'SERVICES', and 'ADVANCED'. The main content area is titled 'Configuration' and includes a 'Save Config' button. The 'Auto Delete Logs' setting is set to 'Yes'. The 'Log Page View' setting is set to 'Yes'. The 'Automatically Clear Actions Logs After Days' setting is set to 3. The 'Automatically Clear Login Logs After Days' setting is set to 4. The 'Automatically Clear Page View Logs After Days' setting is set to 4. The 'Save Config' button is highlighted with a red box.

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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