

Change Event Logs

In the Change Event Log, you can view event changes. The event's name, what was changed, time modified, and start date display. You can also view who created and modified the event.

To search for modified events, enter all or part of the event name in the **Event Name** field.

You can sort and filter the log based on the date the event was modified. Filtering is helpful if you don't know exactly when the event change took place, as you can select multiple dates.

The buttons at the bottom of the window let you scroll through the pages of the log or view 50, 100, 500, or all records.

To view the change event log, on the **Administration** tab, click **Logs**, then click **Change Event Logs**.