

# Reviewing Backup Logs

All remote backup logs are stored centrally for review. To access the logs, follow these steps:

## Viewing Backup Logs

Click **'View Logs'** under **'Other Tasks'** on the main console view.

The log view can be sorted by clicking the column headings in the log list.

The screenshot shows the 'Logs' interface. On the left is a table of logs with columns: Date, Type, and Computer. The table lists various backup operations for different clients. On the right is a detailed view of a specific log entry for 'Image ID - ADCB4FBE14ADC07'. This view includes an 'Imaging Summary' section with details like Backup Definition File, Auto Verify, Maximum File Size, Compression, Password, AES Encryption, Intelligent Copy, Power Saving, Email On Success, Email On Warning, Email On Failure, and Total Selected. Below this is a 'Destination' section showing the Backup Type and File Name. Further down are sections for 'Operation 1 of 4', 'Operation 2 of 4', 'Operation 3 of 4', and 'Operation 4 of 4', each detailing the Hard Disk, Drive Letter, File System, Label, Size, Free space, and Used space for that operation.

The columns can also be filtered by selecting the dropdown menu on the column selecting the appropriate filter option.

This screenshot shows the 'Date' column header with a dropdown menu open. The menu options are: 'Sort Ascending', 'Sort Descending', 'Columns', and 'Filter'. The 'Filter' option is selected, and a sub-menu is displayed. This sub-menu has a label 'Show items with value that:' followed by a dropdown menu currently set to 'Before'. Below this is a text input field and a calendar icon. At the bottom of the sub-menu are 'Filter' and 'Clear' buttons. The background shows a partial view of the log table with dates and types.

The 'Date' column can be filtered by logs either before, on or after a given date. Other columns can be filtered by matching computer names or have a selection of types to include in the list.

Filters can be reset using the **Clear Filters** button at the top of the page.

To view a log, click on the row in the table and the log will be loaded into the right hand side of the screen. There is also an expansion button in the top right of the log view for maximizing the log. If the log is from a Site Manager scheduled backup, there will be links to the appropriate definition, schedule and repository at the bottom of the log:

Drive Letter:	C
File System:	NTFS
Label:	
Size:	39.66 GB
Free:	27.77 GB
Used:	11.88 GB

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**Starting Image - Saturday, January 27, 2018 11:26:39**

Initializing

Destination Drive: Free Space 322.34 GB

Creating Volume Snapshot - Please Wait

**Volume Snapshots Created**

Analyzing file system on volume

Analyzing file system on volume C:

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Service Partition - System Reserved

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Definition: [Test Definition](#)    Schedule: [Test Schedule](#)

Note that these links may not be present if the Definition, Schedule or Repository has been deleted from Site Manager since the backup occurred.

## Exporting Backup Logs

Backup log information may be exported in CSV format in order to help analysis and auditing tools. Clicking the **Export** button will download a CSV file in the browser containing the information from the log list. This data can be imported into any tool which can work with CSV data, such as Excel.