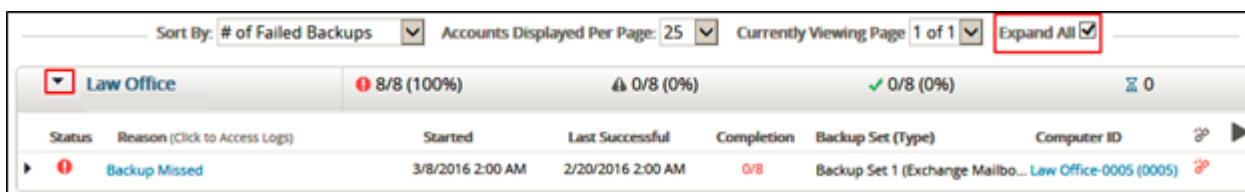


Viewing Activity Logs from the Home Dashboard Expanded View

<https://campus.barracuda.com/doc/93198482/>

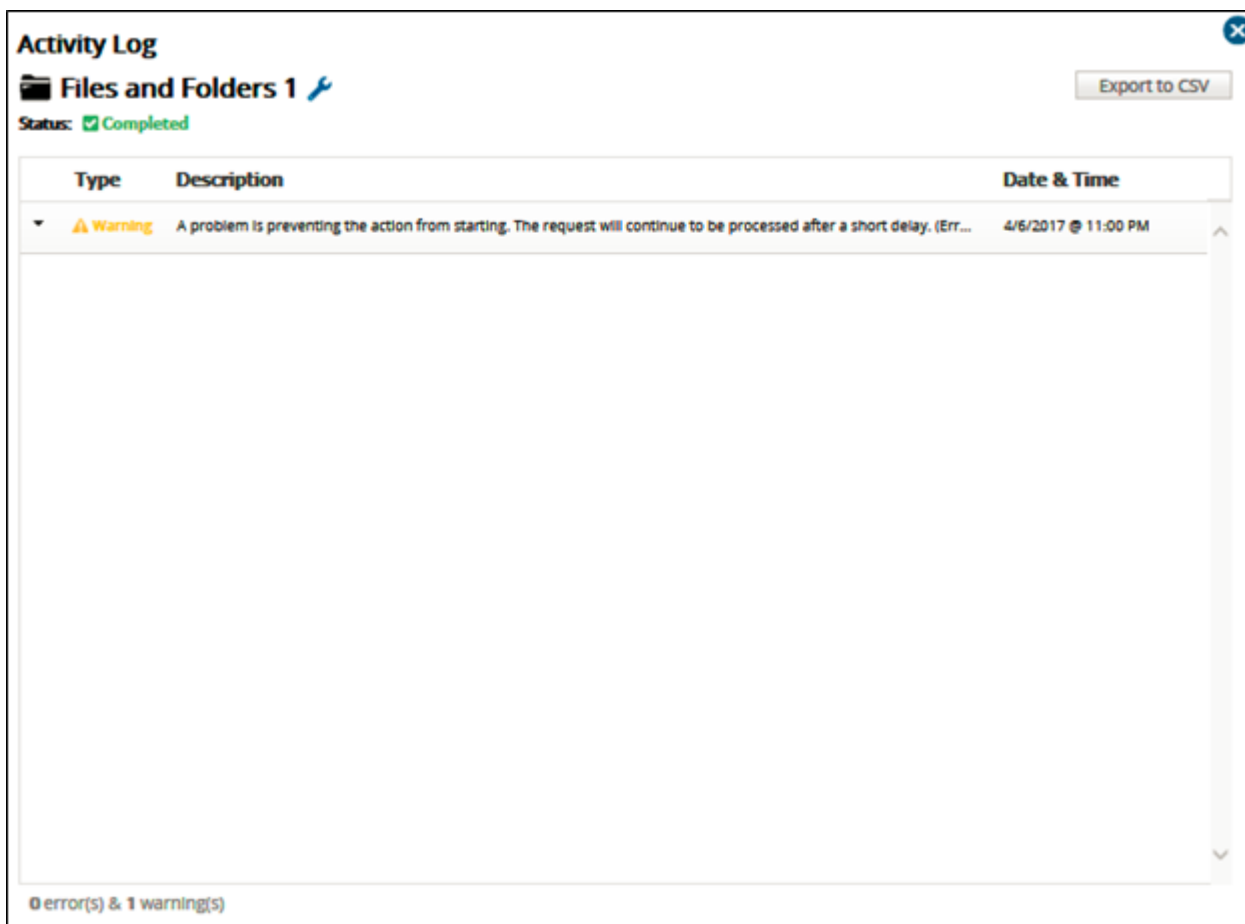
To view Activity logs from the Expanded View, perform the following steps.

1. Click the arrow by the account or select the **Expand All** check box, as highlighted below. The detailed list for each account with links to status logs and associated computers is displayed.



Sort By: # of Failed Backups	Accounts Displayed Per Page: 25	Currently Viewing Page 1 of 1	Expand All <input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Law Office	8/8 (100%)	0/8 (0%)	0/8 (0%)
Status	Reason (Click to Access Logs)	Started	Last Successful
Backup Missed		3/8/2016 2:00 AM	2/20/2016 2:00 AM


2. Click the link in the Reason column. The Activity Log page is displayed.



Type	Description	Date & Time
Warning	A problem is preventing the action from starting. The request will continue to be processed after a short delay. (Err...	4/6/2017 @ 11:00 PM

In the log, you have the following options:

- View a summary of previous backups.
- Export to a CSV file by clicking the **Export to CSV** button at the upper right.

- Edit the backup set by clicking the edit icon .

Figures

1. Expand All check box
2. Activity Log page
3. edit icon

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