

View Alerts

<https://campus.barracuda.com/doc/98224624/>

To view the details of alerts you have created, go to the **Alerts** tab and click on an alert in the table. Alert details include:

- All of the fields you created in the **Add Alert** screen.
- Details about the alert type.
- Activity Records – **Logs**: Shows last 5 entries. To see all Logs, click *Alerts Activity* in the screen.
In the Logs table:
 - When** – How many minutes / hours / days ago the alert was triggered.
 - Detail** – The Name of the alert. This is configured in the **Name** field when you create an alert.
 - Who** – User whose activity triggered the alert.
 - Severity** – Shows symbol for *High*, *Medium*, or *Low*.

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