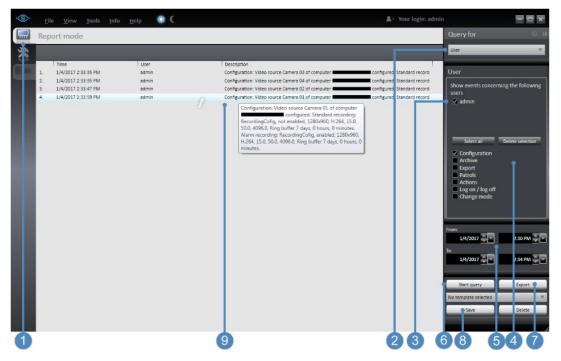
How to Use Ocularis Recorder Report Mode to Track Configuration Changes

In Ocularis Recorder Manager there are several types recorder based reports that can be generated. These reports can be on Alarms that the recorder has configured, users that log into and interact with Ocularis Recorder Manager, and events concerning the software itself

This document will walk through the steps of using the Report Mode to see when changes to Ocularis Recorders configuration were made.



Select the 'Report mode' tab once logged into Ocularis Recorder Manager. (1)

From the 'Query for' drop-down menu select the 'User' option. (2)

Check the user you want to run the query on (3) and 'Configuration' (4)

Select the time range for the query to use. (5)

Click 'Start query' to begin the search. (6)

The results of the query can be exported into a .csv file for easy viewing and saving. (7)

Frequently run queries can also be saved as templates. They may also be deleted. (8)

The query results will be displayed. Hovering the mouse over an entry will display its full description. (9)

