



LogManager 

Log Manager User Guide

Version 3.0



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0. Document History

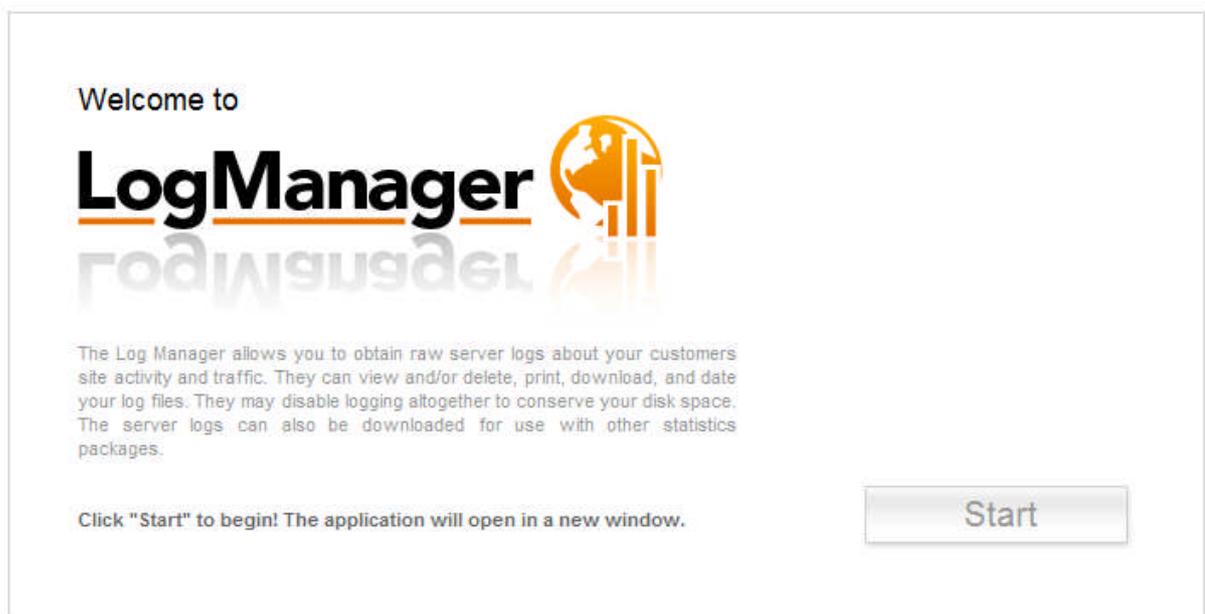
Version	Status	Date	Reason	Updated by
1.0	Draft	2010 – 11- 01	Initial document	Andreea Radulescu

1. Introduction

The Log Manager allows you to obtain raw server logs about your site activity and traffic. You can view and/or delete, print, download, and date your log files. You may disable logging altogether to conserve your disk space.

To launch “Log Manager” take the following steps:

1. Log into the Control Panel
2. Select “Websiteos Applications” from the main menu
3. Click on the Log Manager icon located in the sub-menu; the Log Manager welcome screen will display:



4. To launch Log Manager, click “Start.” The application will open in a new window:

Manage Logs

The Log Manager allows you to obtain raw server logs about your site activity and traffic.

Manage your activity logs

You can view and/or delete, download and date your log files. You may disable logging function to conserve disc space. Downloaded server logs can be used with other 3rd party statistics packages.

Log Files	Size, Kb	View	Download	
access_log_Apr28_2010.zip	0.169921875			
access_log_Apr30_2010.zip	0.169921875			
access_log_Aug31_2010.zip	0.5576171875			
access_log_Feb28_2009.zip	0.5283671875			
access_log_Feb28_2010.zip	0.169921875			
access_log_Jan11_2010.zip	0.587890625			
access_log_Jan13_2009.zip	0.521484375			
access_log_Jan19_2009.zip	0.4013671875			
access_log_Jan22_2009.zip	0.62109375			
access_log_Jan31_2009.zip	0.4794921875			

1.1. Navigation

There is only one way to navigate within Log Manager. You may navigate using the Main Menu.

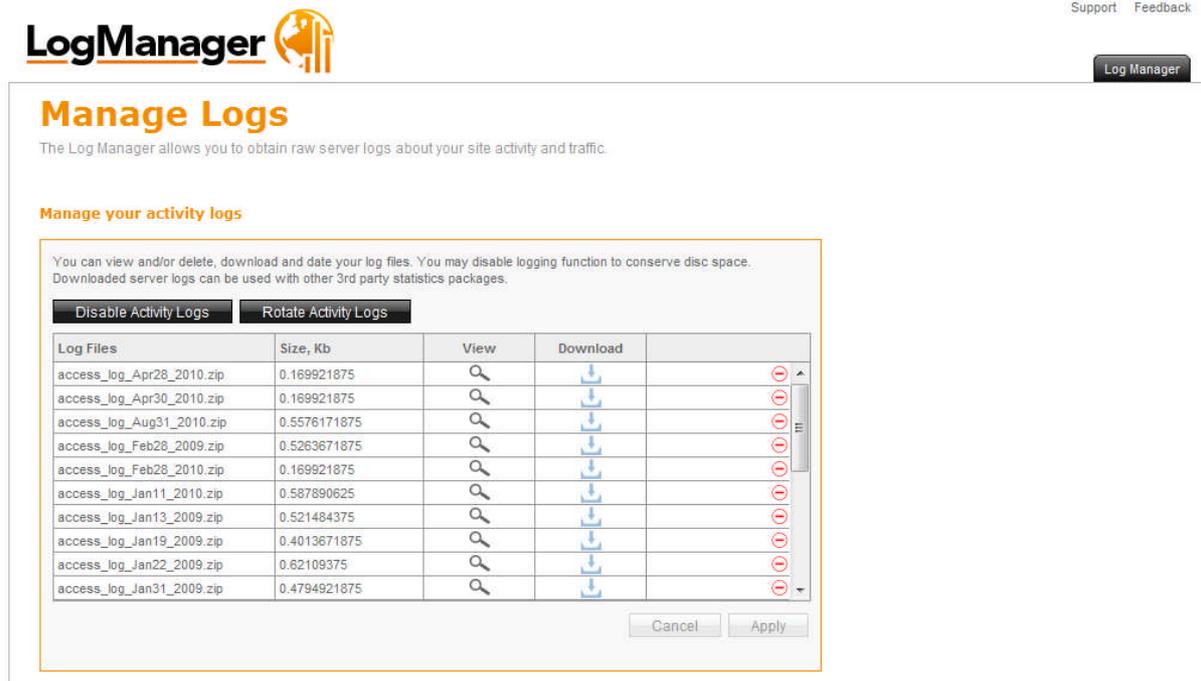
1.1.1. Main Menu

The main menu is located on the top right corner of Log Manager:

- **Log Manager:** links you to the main page within Log Manager
- **Support:** opens online help files for Log Manager in a new window
- **Feedback:** allows you to send feedback concerning Log Manager

2. Log Manager – Manage your Activity Logs

In this section you will be able to view, download and remove activity logs. You can view and/or delete, download and date your log files. You may disable logging function to conserve disc space. Downloaded server logs can be used with other 3rd party statistics packages.



LogManager  Support Feedback

Manage Logs

The Log Manager allows you to obtain raw server logs about your site activity and traffic.

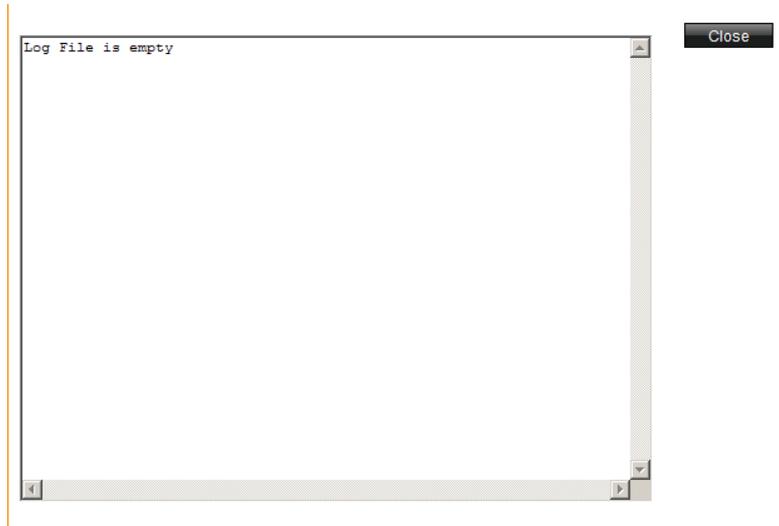
Manage your activity logs

You can view and/or delete, download and date your log files. You may disable logging function to conserve disc space. Downloaded server logs can be used with other 3rd party statistics packages.

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access_log_Jan19_2009.zip	0.4013671875			
access_log_Jan22_2009.zip	0.62109375			
access_log_Jan31_2009.zip	0.4794921875			

2.1. View Activity Logs

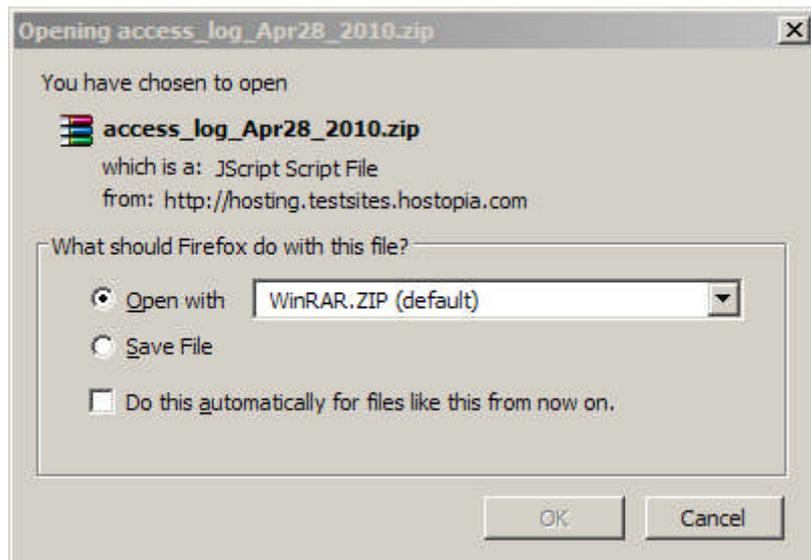
1. Open the Log Manager application.
2. Click on "Start". You will be displayed with a list of logs.
3. Click on  next to the log you want to view. The following page will display:



4. When done viewing the details of the chosen log click on “Close” to close this page.

2.2. Download Activity Logs

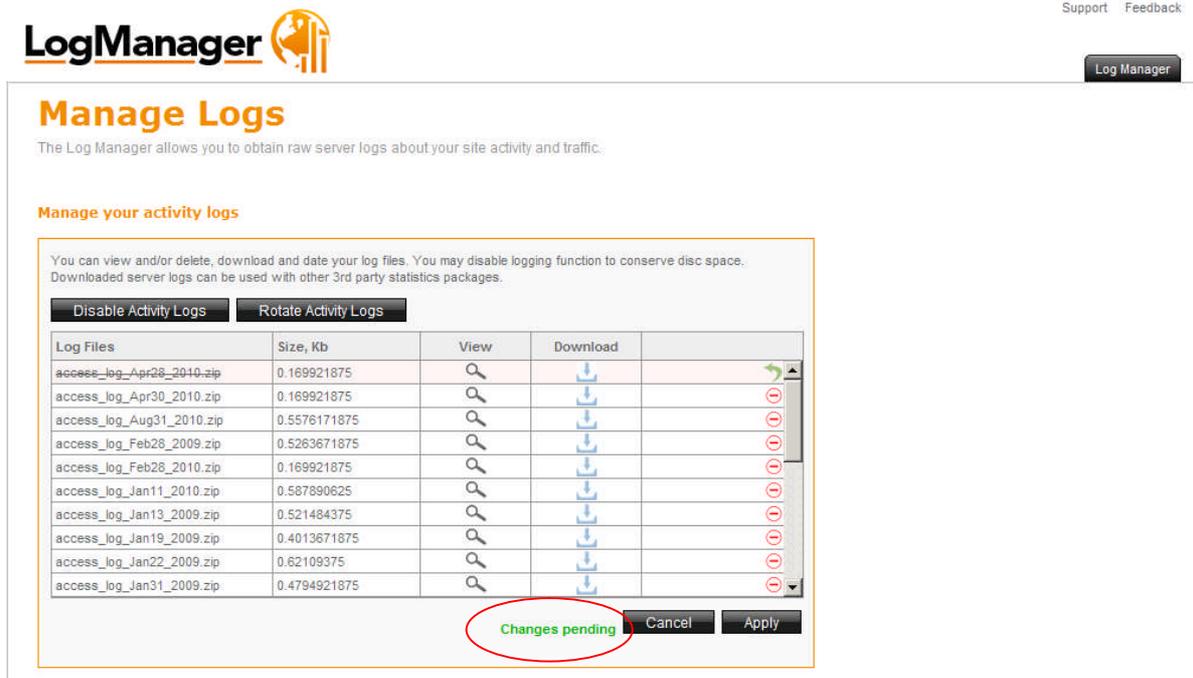
1. Open the Log Manager application.
2. Click on “Start”. You will be displayed with a list of logs.
3. Click on  next to the log you want to download. The following page will display:



4. Either open or save the file.

2.3. Delete Activity Logs

1. Open the Log Manager application.
2. Click on “Start”. You will be displayed with a list of logs.
3. Click on  next to the log you want to delete. The following page will display:



LogManager  Support Feedback

Manage Logs

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Manage your activity logs

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access_log_Jan22_2009.zip	0.62109375			
access_log_Jan31_2009.zip	0.4794921875			

Changes pending

4. You will notice that at the bottom of the page the deletion process is pending. Click on “Apply” to finalize the deletion.
 - a. Click “Cancel” to dismiss any changes.

2.4. Disable/Enable Activity Logs

1. To stop monitoring activity logs, click on the “Disable Activity Logs” button.
2. To start monitoring activity logs again, click on the “Enable Activity Logs” button.

2.5. Rotate Activity Logs

If you would like to have your server logs stored according to a specific date, use the Rotate Activity Logs function. This function creates a text file from the activity log, and resets the log. The name of this text file is a combination of the date it is created and words "access log" appended in front of it separated by an underscore.

Example: The activity logs rotated on January 5, 2001 will be saved in a file named:

[access_log_Jan5_2001](#)

If you rotate your activity log more than once a day, the log's information will be appended to the present day's dated text file.

To rotate your activity log, click the "Rotate Activity Logs" button.

3. Application Changes

Log Manager 3.0 does not contain new functionality compared to version 2.0. The changes in the new version of this application pertain to GUI changes.

The new version has been incorporated into the Accord Framework. The look and feel of this new version has been modified but all functionality found in version 2.0 remains the same in this new version. The screenshots within this document illustrate the GUI changes.

	New functionality	Accord Framework
Log Manager 3.0	NO	YES

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