



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:

Support Feedback

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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 yur 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.

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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 \bigcirc 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:

Opening access_log_Apr28	_2010.zip
You have chosen to open	
access_log_Apr28_ which is a: JScript Scrip from: http://hosting.te	2010.zip ot File estsites.hostopia.com
What should Firefox do with	this file? AR.ZIP (default)
C Save File	for files like this from now on.
1	OK Cancel

- 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 \bigcirc next to the log you want to delete. The following page will display:

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- 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

22 11 12

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. Aplication 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

<< DOCUMENT END >>