



How to Guide

Audit Trail

Version: Release 3.0

Date: 31st August 2017

Contents

1. Document Purpose	3
2. Pre-requisites	3
3. Step-by-Step Process	3
3.1. Accessing the BDB Platform.....	3
3.2. Accessing the Administration Module.....	4
3.3. Audit Trail Settings.....	5
3.4. Audit Trail.....	7
4. Signing Out.....	8

1. Document Purpose

The purpose of this document is to guide users on how to configure and access the Audit Trail option from the BDB Platform. It is recommended that users follow the step by step process given below.

2. Pre-requisites

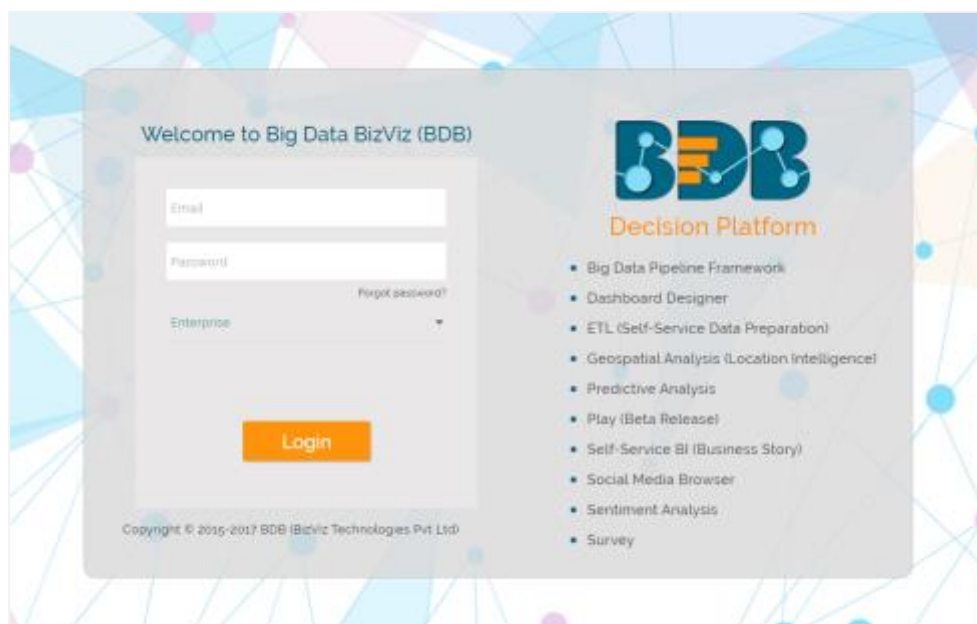
- o Browser that supports HTML5
- o Operating System: Windows 7
- o Basic understanding of the BizViz Server

3. Step-by-Step Process

3.1. Accessing the BDB Platform

This section explains how to access the BizViz Platform and variety of plugins that it offers:

- i) Open BDB Enterprise Platform Link: <http://apps.bdbizviz.com/app/>
- ii) Enter your credentials to log in.
- iii) Click 'Login'



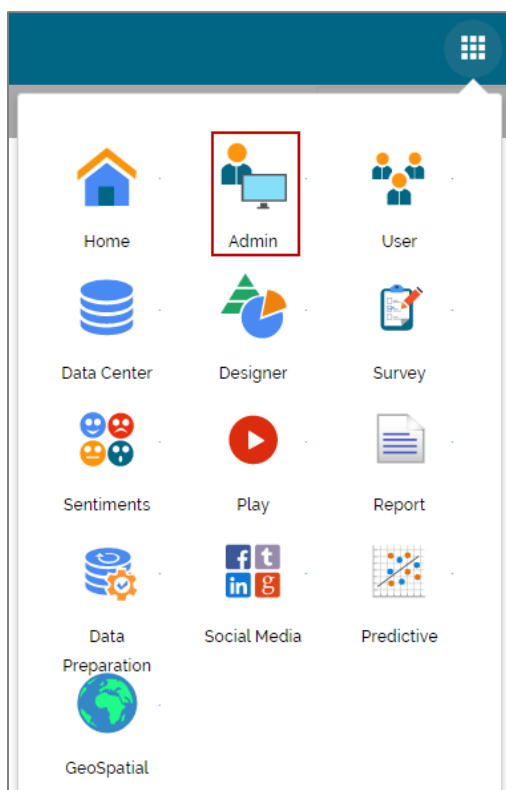
- iv) Users will be redirected to the BDB Platform home page.



3.2. Accessing the Administration Module

Configuration settings for the various platform plugins are covered under this section.

- i) Navigate to the Platform home page.
- ii) Click 'Apps' menu
- iii) A menu containing all the plugins will be displayed.
- iv) Select and click the 'Admin' plugin.



- v) Users will be directed to the 'Administration' page.
- vi) Various administration options will be displayed on the left side of the page.



3.3. Audit Trail Settings

Audit Trail enables the administrator to keep a record of significant events on servers and applications. It provides information regarding what is being accessed, how it's being accessed or changed and, who is performing these operations.

Users can access the 'Audit Trail Settings' from drop-down menu of the 'Configurations and Settings' admin option.

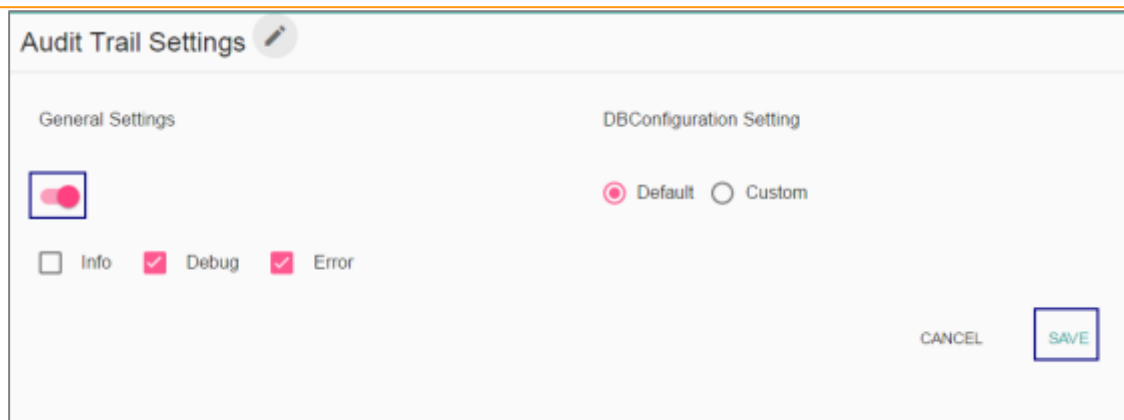


The Audit Trail Settings contains two options:

- **General Settings**

This option is provided to enable or disable Audit Trail settings.

- Select any one option out of the following:
 - Info:** It captures information about all the events.
 - Debug:** It enables the admin to debug the errors.
 - Error:** It helps admin to identify the errors so that they can be fixed.
- Use Enable/Disable button to enable the settings.
- Click 'SAVE'



Note: There is a single ‘Save’ button provided for both the Audit Trail options.

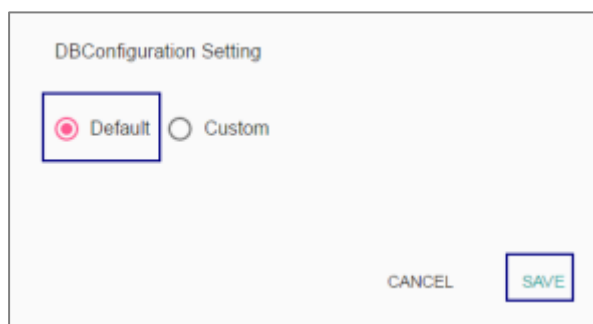
- **DB Configuration Settings**

This section is provided to configure Database/ BizViz Repo Database settings.

There are 2 ways to configure database settings:

- a. **Default**

- i. Select ‘Default’
- ii. Click ‘SAVE’



- iii. The metadata will be stored in the default database (MySQL Enterprise 5.6).

- b. **Custom**

- i. Select ‘Custom’
- ii. Fill in the following information:
 - Host
 - Port
 - User Name
 - Password
- iii. Click ‘SAVE’

DBConfiguration Setting

Default
 Custom

Host *

Port *

User Name *

Password *

CANCEL

iv. The metadata will be stored in the configured database.

Note: Click 'CANCEL' to undo the audit trail settings.

3.4. Audit Trail

The 'Audit Trail' (or Audit Log) option provided under the Administration module generates a sequential record of request and response between destination and source server.

- i) Click the 'Audit Trail' option from the list of admin options.
- ii) Users will be directed to a page displaying audit log details.

Document Management	Select a user	Enter Start Date	Enter End Date	
Configurations and Settings	<input type="text" value="Ranjit"/>	<input type="text" value="2017-05-30"/>	<input type="text" value="2017-07-02"/>	<input type="button" value="FILTER AUDIT"/>
Document Migration				
Schedule Monitoring				
Authentication				
Session				
Server Monitor				
Audit Trail				
Encryption				

Message Id	Request	Response	Audit
1acb7791e3f47c0a77ed7069e95c4b4	[Request]=[authenticateuser]= userid : r...	[response]=Username:Ranjit_Krishnan,Stat...	null
5a1731144e27572a4ae526d76491df	[Request]=[pluginService]= token : #205...	[response]=Username:Ranjit_Krishnan,Stat...	null
024f95ed3d14478928cb503f0a1af0c4	[Request]=[getAllMenuContext]= token : f...	[response]=Username:Ranjit_Krishnan,Stat...	null
90952bc10b37b50835aed3444103ee44	[Request]=[getListView]= token : #20548...	[response]=Username:Ranjit_Krishnan,Stat...	null
05055daab84ce1cad809942c4f5c983b	[Request]=[pluginService]= token : #205...	[response]=Username:Ranjit_Krishnan,Stat...	null
079600e00c0023126298b350e030ae3	[Request]=[getdatasources]= token : f...	[response]=Username:Ranjit_Krishnan,Stat...	null
318577c9a10fa050e8e8bd8ec70f095	[Request]=[Viewdatasourcedetails]= token...	[response]=Username:Ranjit_Krishnan,Stat...	null
2904814403b3e4c84bd059cc730cd5f7	[Request]=[authenticateuser]= userid : r...	[response]=Username:Ranjit_Krishnan,Stat...	null


Previous Next

- **Filter Audit:** Users can filter the audit log details.
 - i) Select a user from the drop-down list.
 - ii) Select a Start Date from the drop-down list.
 - iii) Select an End Date from the drop-down list.
 - iv) Click the 'Filter Audit' option.
 - v) The filtered records of the audit log will be displayed in the list.

Message Id	Request	Response	Audit
52b6d2e56f86447753ada8b6579a6356	[Request]=[authenticateUser]= userID : r...	[response]=UserName:Ranjit.Krishnan.Stat...	null
2c78747424dce4b35d1b4c5b6b36aa86	[Request]=[authenticateUser]= userID : r...	[response]=UserName:Ranjit.Krishnan.Stat...	null
11daa7a7863b4da78353cad79881a7a5	[Request]=[getAllMenuContext]= token : d...	[response]=UserName:Ranjit.Krishnan.Stat...	null
7a861c3c1380b621ca2008de053a2c9	[Request]=[pluginService]= token : d2c60...	[response]=UserName:Ranjit.Krishnan.Stat...	null
a042bc702178d30a1a6d37d533cb248	[Request]=[getView]= token : d2c6067...	[response]=UserName:Ranjit.Krishnan.Stat...	null
b05938a65edf934acef625b1fe25d16	[Request]=[pluginService]= token : d2c60...	[response]=UserName:Ranjit.Krishnan.Stat...	null
cd8382f9132913f050bfc21a4f8c616	[Request]=[pluginService]= consumerName ...	[response]=UserName:Ranjit.Krishnan.Stat...	null
1f7d2b064052e4bd791822ba3679d05	[Request]=[pluginService]= consumerName ...	[response]=UserName:Ranjit.Krishnan.Stat...	null

4. Signing Out

The following steps describe how to sign out from the BizViz Platform:

- i) Click the 'User' icon  on the Platform home page.
- ii) A menu appears with the logged in user details.
- iii) Click 'Sign Out'
- iv) Users will be successfully logged out from the **BizViz Platform**.

Note: By Clicking the 'Sign Out' option users will be redirected to the 'Login' page of the BizViz platform.