

# Application

## How do I view and search the Geotab Audit Log?

1. The Audit Log is accessed by clicking System in the left menu, then clicking Audit Log.
2. Select the audit type to locate. Examples include delete message, view messages, send message.
3. Once the returns are displayed, select Advanced from the View menu and the formatted report is displayed. To view the report in Excel, click the Excel icon located near the top of the window.

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