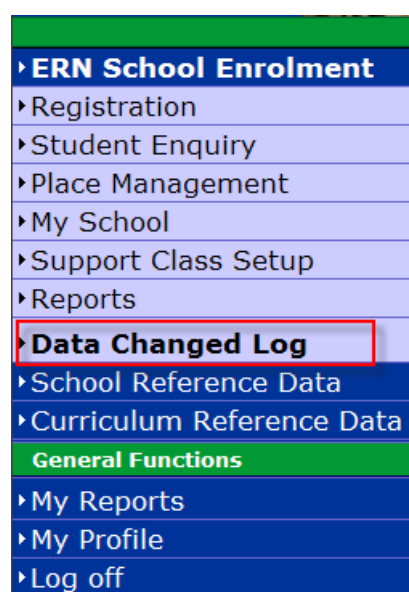


How to use Data Change Log

The Data Changed Log will let you know if a registration at your school has been modified, by you or someone else at another school. At the moment this function only covers the '**Change Student Family**' function in the family tree. We will monitor the usefulness of this function and are looking at using it for the future Student Merge functions and if this proves useful it can be extended to addresses, student details etc.

The **Data Changed Log** can be found in the left menu. Click the **Data Changed Log**



The following screen will show up

The screenshot shows the 'Merged Family Log' interface. At the top, there is a search bar for 'School' (St Leonards Public School) and a 'View log since' date field (03/09/2009). A 'Go' button is below the search bar. A table titled 'Matching Students' displays the following data:

SRN	Student name	From Family	To Family	Changed By	Who	Date
430810031	Abberton, Benjamin	Mr and Mrs Abberton	Mr & Mrs Jones	St Leonards Public School	YING LISE	03/09/2009
	Jones, Anna	Mr & Mrs Jones	Ms Meher Adam	St Leonards Public School	YING LISE	03/09/2009
	Ash, Jessica	Mr R Ash and Or Ms A Millar	Ms Meher Adam	St Leonards Public School	YING LISE	03/09/2009

Callouts in the screenshot include: 'Student has left the school' pointing to the SRN column, 'Student currently enrolled at the school' pointing to the student name column, and 'Change the date to view the family has been changed in a previous date' pointing to the 'View log since' field.

- **Grey** Student name: The student has left the school
- **Black** Student Name: The student currently enrolled at the school

Change the **View log since** to a previous date to view the old log

Click the student name to go into the Student details page, and use this the same way as in the **Student Enquiry**

Student: (430811631) (Year 3 - 3JB) Jones, Anna; Family : Ms Meher Adam

Family Details	Student Details	Others	Reg. His.
			

Student Personal Details

*Family Name : Jones	Gender : Female
*Given Name : Anna	*Date of Birth : 12/03/2000
Other Name :	Country of Birth : AUS - Australia
Preferred Family Name : Jones	Religion : ANG - Anglican
Preferred Given Name : Anna	Aboriginal or Torres Strait Islander : 4 - No
Medicare Number : 2352 546 1230	Sighted Document : 
Student Status : ACT - Active	ISP Access : Yes
Photographs at School : No response	Student Mobile Phone No :