

Understanding the Audit Trail

Sun 3/27	LWP	8.0										8.0	8.0	
Mon 3/28			13:55			23:00						8.0	8.0	16.0
Tue 3/29			13:55			23:00						8.0	8.0	24.0
Wed 3/30			13:55			23:00						8.0	8.0	32.0
Thu 3/31						23:00								

Select "All" for Type of Edit to see all data in the Audit Trail

The extension is shown when phone call is made from campus.

The whole number is shown when the call is made from a non-GW phone/off-campus.

TOTALS & SCHEDULE **AUDITS** SIGN-OFFS, REQUESTS & APPROVALS

Type of Edit: All Data Sources: All

Date	Time	Type	Account	Pay Code	Amount	Work Rule	Override	Comment	Edit Date	Edit Time	User
3/29/2016	13:55	Add Punch							3/29/2016	13:56 (GMT -05:00)	SuperUser:SCGWUKRNP01::https://128.164.11.163/Production:40750
3/29/2016	22:27	Add Punch							3/29/2016	22:28 (GMT -05:00)	SuperUser:SCGWUKRNP02::https://128.164.11.163/Production:2029942194
3/30/2016	22:25	Add Punch							3/30/2016	13:56 (GMT -05:00)	SuperUser:SCGWUKRNP01::https://128.164.11.163/Production:40750
3/30/2016	23:00	Add Punch							3/30/2016	22:26 (GMT -05:00)	SuperUser:SCGWUKRNP02::https://128.164.11.163/Production:40750
3/31/2016	13:55	Add Punch							3/31/2016	13:56 (GMT -05:00)	SuperUser:SCGWUKRNP02::https://128.164.11.163/Production:40750
3/31/2016	22:25	Add Punch							3/31/2016	22:26 (GMT -05:00)	SuperUser:SCGWUKRNP02::https://128.164.11.163/Production:40414
3/28/2016	23:00 [22:25]	Edit Punch							4/01/2016	13:54 (GMT -05:00)	timekeeper.gwu.edu::191.255.38.58
3/29/2016	23:00 [22:27]	Edit Punch							4/01/2016	13:54 (GMT -05:00)	timekeeper.gwu.edu::191.255.38.58
3/30/2016	23:00 [22:25]	Edit Punch							4/01/2016	13:54 (GMT -05:00)	timekeeper.gwu.edu::191.255.38.58
3/31/2016	23:00 [22:25]	Edit Punch									gwu.edu::191.255.38.58
4/03/2016	9:56	Add Punch									RNP01::https://128.164.11.163/Production:2029946795

22:25 was original punch and was modified by timekeeper to be 23:00.

All [] means employee has used the phone and used a '5' menu prompt to canceled their lunch.

4/13/2016	10:45	Edit Punch						All []	4/13/2016	10:46 (GMT -05:00)	SuperUser:SCGWUKRNP01::https://128.164.11.163/Production:47394
4/13/2016	10:45	Add Punch							4/13/2016	10:46 (GMT -05:00)	SuperUser:SCGWUKRNP01::https://128.164.11.163/Production:47394
4/13/2016	18:56	Add Punch							4/13/2016	18:57 (GMT -05:00)	SuperUser:SCGWUKRNP01::https://128.164.11.163/Production:2026792573
4/14/2016	10:38	Edit Punch						All []; All	4/14/2016	10:39 (GMT -05:00)	SuperUser:SCGWUKRNP01::https://128.164.11.163/Production:47394
4/14/2016	10:38	Add Punch							4/14/2016	10:39 (GMT -05:00)	SuperUser:SCGWUKRNP01::https://128.164.11.163/Production:47394
4/14/2016	18:54	Add Punch							4/14/2016	18:55 (GMT -05:00)	SuperUser:SCGWUKRNP02::https://128.164.11.163/Production:2026792573