

halFILE Transactions Logging

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halFILE can be configured to write transactions of user activity. To enable this feature, go to the Tools-Options menu of the halFILE Administrator and select the Transactions tab. Here you will find a check box to enable transaction logging, selections to Purge existing transactions and a button to print a report of transactions.

Once activated, transaction of halFILE events are recorded (i.e., document search updates to index data, changes in user permissions, removal of documents, etc.) to the HFTransactions table of the HFParams database..

Transactions posted are listed in the table below.

Trans Code	Transaction Description
1	add record to halFILE database
2	update existing halFILE database record
3	view record (search)
4	delete record from halFILE database
5	search for documents
6	delete record from basket
7	move document to another basket
8	Execute tools-move images
9	Execute tools-image utility
10	Execute tools-process images
11	Execute tools-Associated Import
12	Save in halFILE Administrator
13	Execute File-Import
14	Scan document
15	Execute Archive (non-Auto archive)
16	Change basket status for a document
17	Index verify a record in the halFILE database

The information that is recorded includes:

halFILE Application ID

halFILE Document Type ID

halFILE User ID

halFILE Station ID

halFILE Module ID (HFSearch32, HFIndex32, HFBasket32, etc.)

halFILE Basket name (if applicable)

halFILE Document Number (if applicable)

Transaction_Type (from the above table)

Transaction_Data – additional information about the transaction

Reports

A transaction log report is delivered with halFILE to provide reporting of the transaction log. This report is called HFTransactions.rpt and should be located in the halFILE Reports folder.

Additional reports can be designed using Crystal Reports.

Purging the Transaction Log

The purge option deletes either all transactions or all transactions for a date range. This may take some time depending on the number of transactions that are deleted.