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

- **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**.