

ACCESSING THE AUDIT HISTORY FOR CONNECTIONS

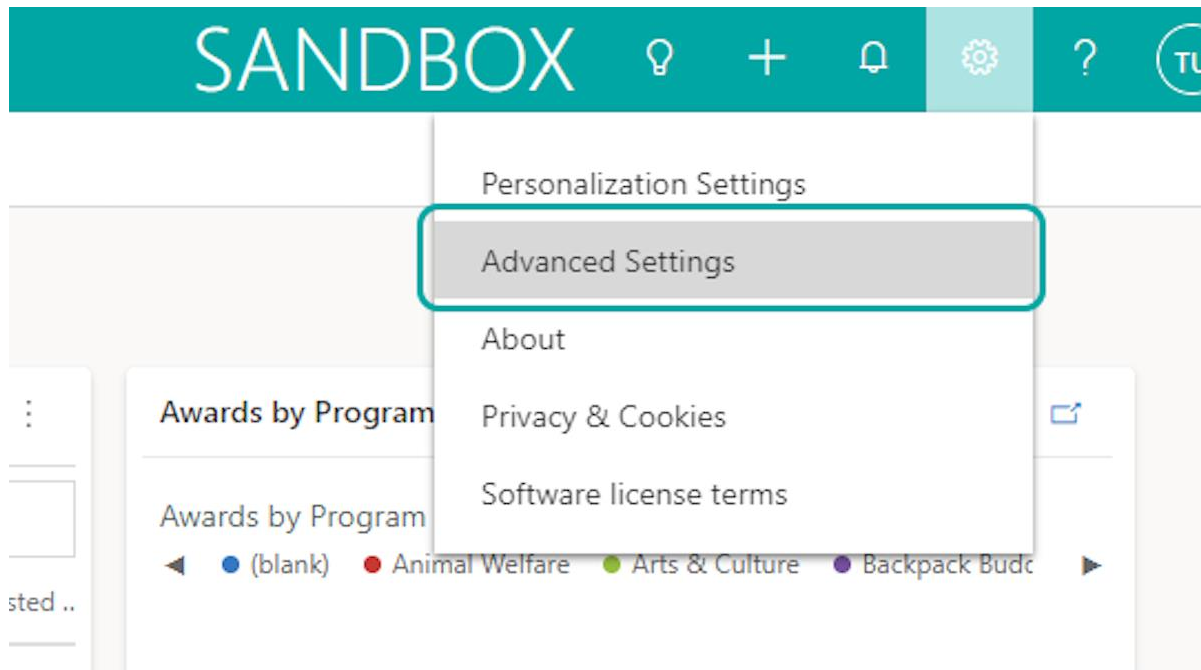
Audit history was removed from connection records, but it can still be accessed through Advanced Settings. This document shows how to find it.

ADVANCED SETTINGS

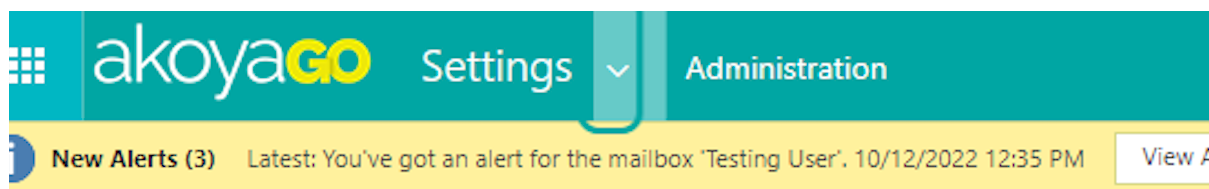
1. Start in any page in akoyaGO CRM.
2. Click on Settings

The screenshot shows the akoyaGO CRM interface. The top navigation bar includes the akoyaGO logo, a search bar, and a 'SANDBOX' label. On the right side of the top bar, there is a settings icon (a gear) which is highlighted with a red square. Below the top bar, the main content area is divided into several sections: 'Grants Manager Dashboard' with a table of pending requests, 'Awards by Program' with a pie chart, 'Outstanding Contracts', and 'New Submissions'. The left sidebar contains a navigation menu with options like Home, Recent, Pinned, Grants Management, Dashboards, Requests, Funding Opportunities, Payments and Reimbursements, Scholarships, Interfund Grants, My Work, Business Central, Programs & Outcomes, Program Budgets, Outcomes, CRM, Constituents, Contacts, Committees, and Activities.

3. Click on Advanced Settings



4. Click on dropdown trigger



Administration

Which feature would you like to work with?



Auto-Numbering

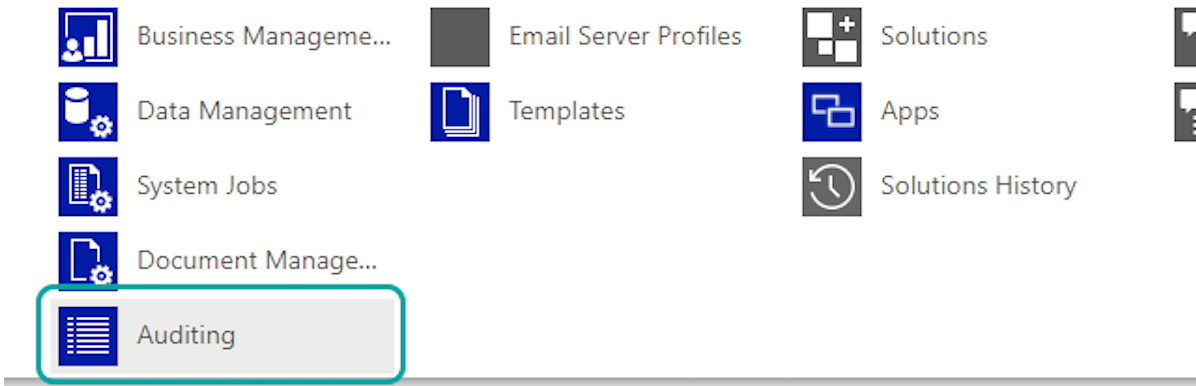
Specify the prefix numbers for contracts, cases, quotes, orders, articles, invoices, and campaigns. S orders, and invoices.



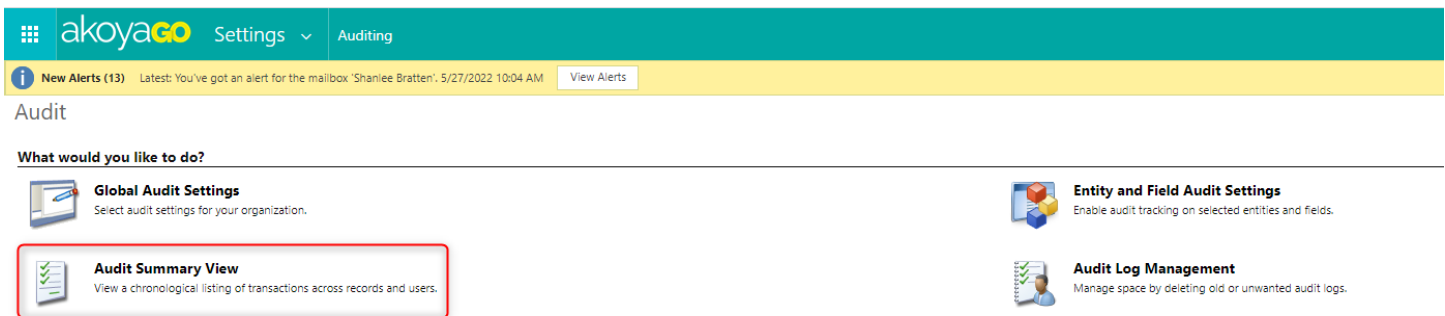
Languages

Add or remove support for additional languages.

5. Click on Auditing



6. Click on Audit Summary View



All auditing history will be listed in chronological order from the most recent. Clicking the filter icon will allow you to sort by column.

