User logs

Each adjustment made by an individual user is logged in Adhese.

Adhese user logs

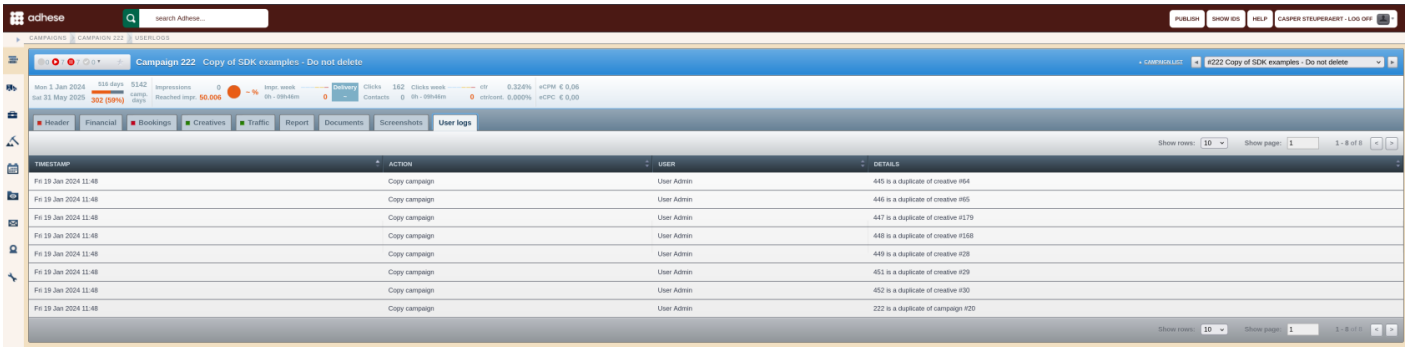
To consult the complete user logs of Adhese:

1. Go to the *Administration* screen and click *Admin* in the Adhese navigation menu on the left.
2. Click *User and campaign logs*.
3. Enter the ID of a campaign or a user's email address in the **search** field.
4. Click the *Search* button.

Campaign user logs

To consult the user logs of a campaign:

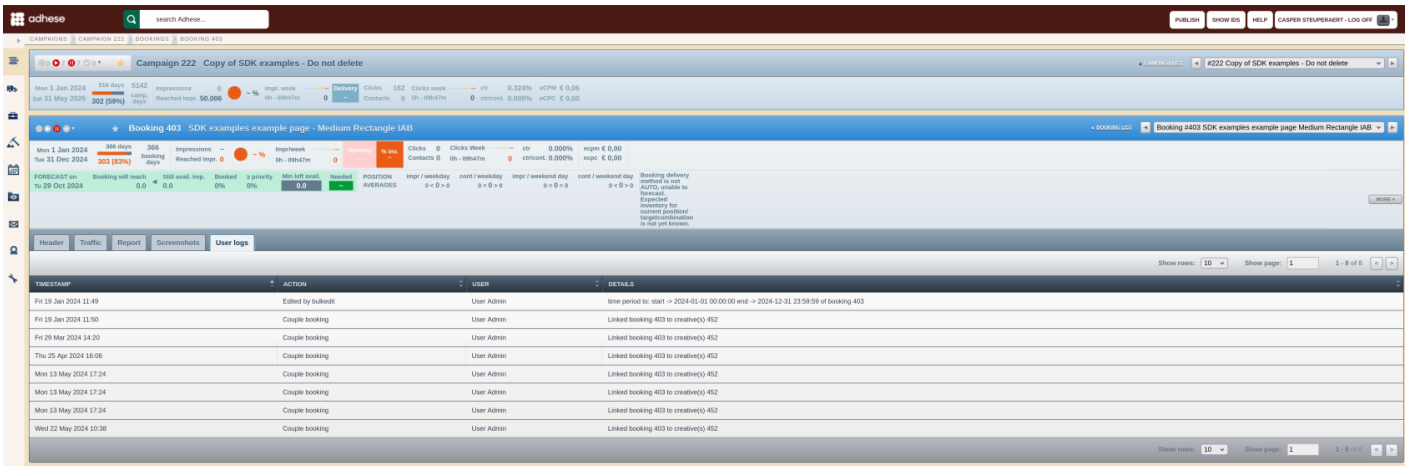
1. Go to the *Campaign* overview and click *Campaigns* in the Adhese navigation menu on the left.
2. Click on the *campaign* for which you wish to view the logs.
3. Click the *User logs* tab. The campaign's *User logs* overview opens. The *User logs* overview details each individual's action on a campaign.



Booking user logs

To consult the user logs of a booking:

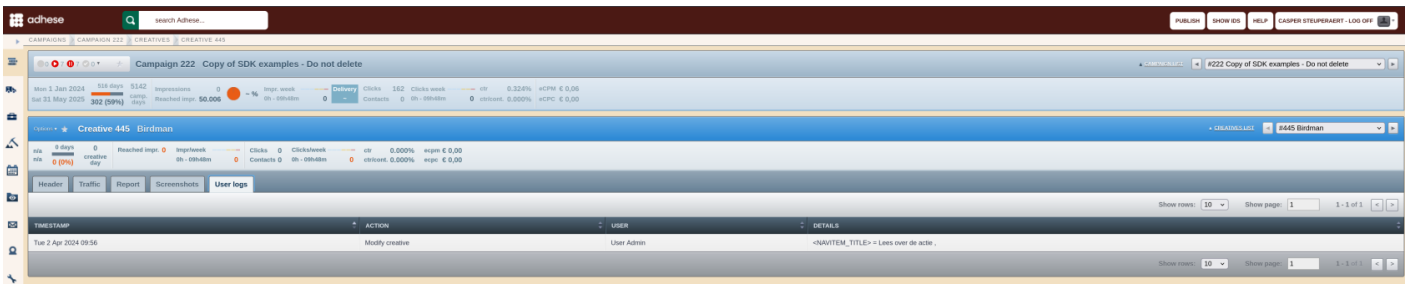
1. Go to the *Campaign* overview and click *Campaigns* in the Adhese navigation menu on the left.
2. Click the *campaign* of which you want to consult the *Booking* user logs.
3. Click the *Bookings* tab.
4. Click on the *booking* for which you wish to view the logs.
5. Click the *User logs* tab. The booking's *User logs* overview opens. The *User logs* overview details each individual's action on the booking.



Creative user logs

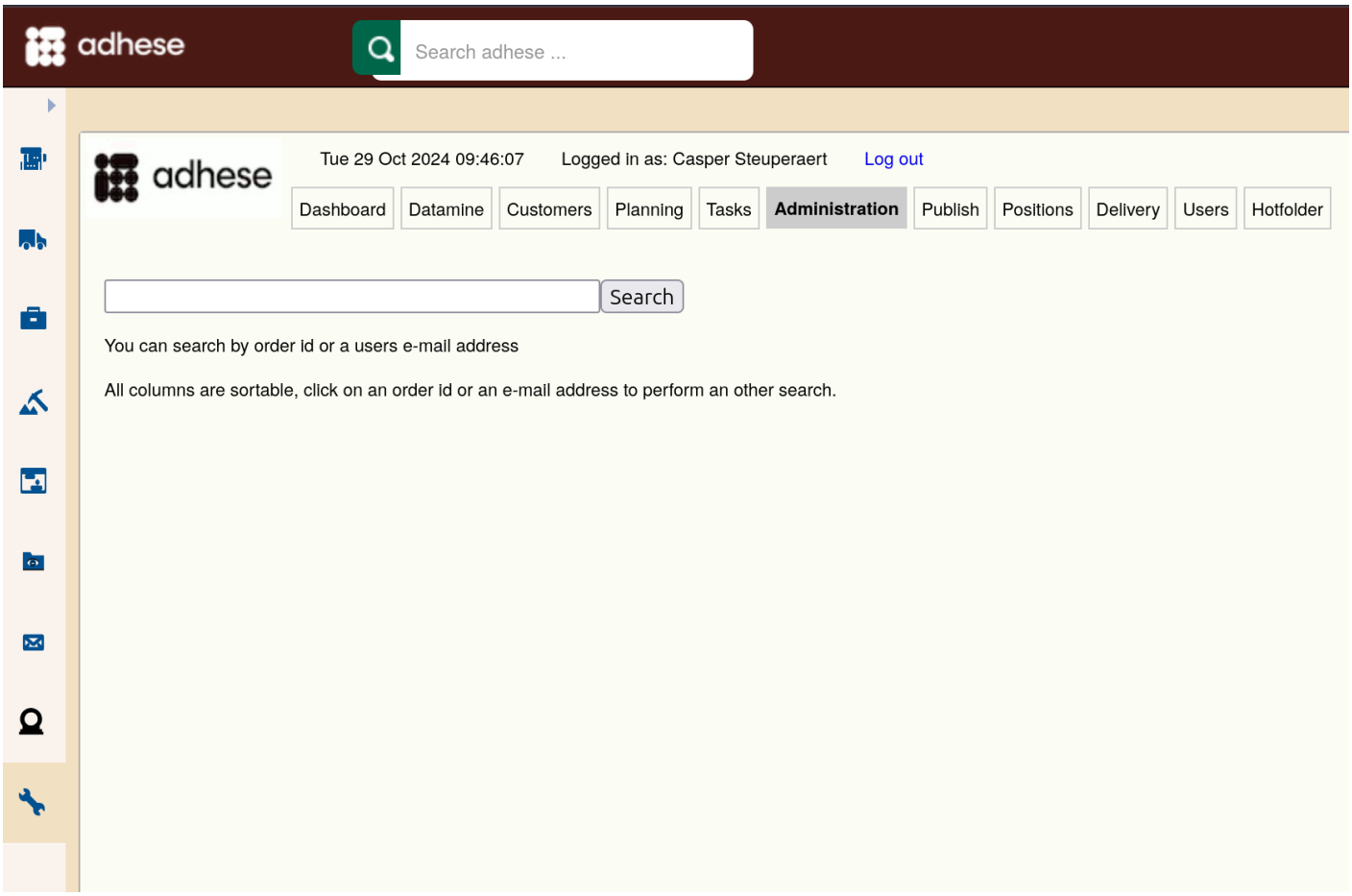
To consult the user logs of a creative:

1. Go to the *Campaign* overview and click *Campaigns* in the Adhese navigation menu on the left.
2. Click the *campaign* of which you want to consult the *Creative* user logs.
3. Click the *Creatives* tab.
4. Click on the *creative* for which you wish to view the logs.
5. Click the *User logs* tab. The creative' *User logs* overview opens. The *User logs* overview details each individual's action on the creative.



User and campaign logs

The *Users and campaign logs* screen in the *Admin* tab allows searching for logs from a specific user or campaign. Enter a campaign ID or a user's email address in the **Search** bar and hit the *Search* button.



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