

Introduction

Auditing is crucial to ensuring the quality of data in any database. The LeaseControl Data Schema (LDS) – your LeaseControl database - is no different. Errors in the tenement compliance space can have drastic consequences for your organisation and being able to quickly investigate any discrepancy is a great risk mitigator. Whether it is identifying who, when or what, audit capability can get you to the source of an issue efficiently - potentially saving your dollars or even more importantly your title.

Auditing Options

There are several ways LeaseControl helps you audit your tenement and agreements data.

Audit columns

Most simply, LeaseControl has two 'audit' columns included in the data grids of the application. The two columns, Last Update and By Whom, update whenever a data record is created or modified. You are thus provided with a time stamp and person responsible for any changes committed to the database.

Note: The By Whom column is based upon your Windows Credentials, so please ensure you and your users operate their own Windows account when accessing LeaseControl.

Last Update	By Whom /
1/12/2021 2:28:0...	MAXGEO\pmischler

Audit Report Templates

Template Audit Reports can be accessed within

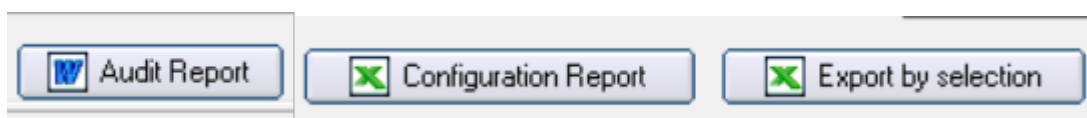
- your Lease Record (for a single tenement - located within the Lease Browser) or
- via Query Builder (for multiple titles - under Tools)

This will output your tenement's salient details in an easy-to-read fashion, in either an Excel spreadsheet or Word document, which can be assessed for correctness of data.

Module Reports

Modules, such as Leases and Agreements (among others), have a specific export function, which can be used to periodically review data accuracy.

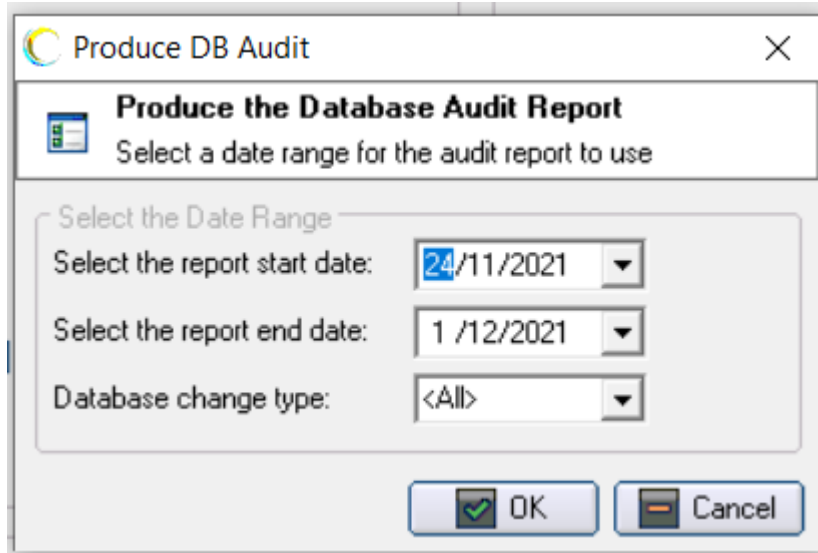
The Configuration Report in the configuration screen, is one such export. It is recommended best practice to review this on a regular basis, e.g., annually, to ensure that your configurations are up to date with current legislation and therefore that your actions are generating appropriately.



Data Audit Report

Your most useful tool will be the Data Audit Report within System Functions (under Settings). This is not to be confused with the above Lease Audit Report, which is more a check on correctness of tenement information rather than a log of database changes.

- a. To use, select your date range and OK



- b. An Excel file will generate comprising three tabs:
- Updates – which shows the log for any updates to LeaseControl data records
 - Deletes – which shows the log for any deletions to the database
 - Inserts – which shows the log for any additions to the database

Tip: keep the data range close, as given this function tracks changes within your database even a small LDS will produce a lot of results.

TableName	PrimaryKey	FieldName	OldValue	NewValue	UserName	UpdateDate	Application
[Tab: UPDATES]							

Table	A	B	C	D	E
Table	TableName	PrimaryKey	Application	UpdateDate	UserName
[Tab: DELETES]					

Table	A	B	C	D	E
Table	TableName	PrimaryKey	Application	UpdateDate	UserName
[Tab: INSERTS]					

If you have any questions on how to use auditing or any other functionality within LeaseControl to help improve your workflows, please contact us at servicedesk@maxgeo.com.