

Check and manage Activity Log

PUQcloud Panel

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Overview

The **Activity Log** section in **PUQcloud Panel** provides a centralized record of all important system and user actions.

Every event — whether triggered by an administrator, client, or automated background job — is logged here to ensure full transparency and accountability.

Activity tracking runs **entirely in the background**, meaning multiple operations can be recorded simultaneously **without affecting system performance**.

This allows administrators to trace actions, monitor transactions, and quickly investigate unusual activity.

Navigation Path

Dashboard → **Monitoring** → **Activity Log**

Key Features

Feature	Description
Full Action History	Tracks all actions performed by users and system processes.
Performance-Safe Logging	Background operation ensures stable performance during heavy load.
Detailed Event Data	Each record includes time, initiator, action type, and description.
Filter by Date Range	Focus on specific periods to analyze system behavior.

Feature	Description
Search Function	Quickly find specific actions or users.
Auto Refresh Option	Keep the log updated in real time for live monitoring.

Using the Activity Log

1. Access the Activity Log

Navigate to

Dashboard → Monitoring → Activity Log

You'll see a structured table displaying all recent system activities with columns for:

- **Date**
- **Initializer** (User or System)
- **Action**
- **Description**

The screenshot shows the PUQcloud Activity Log interface. The sidebar menu includes sections for MENU, SETTINGS, and CUSTOMIZATION. The main content area displays the Activity Log with a filter field and a table of entries.

Date	Initializer	Action	Description
2025-10-28 12:37:07 null	System	charge INFO	Transaction:9e0077dd-aad4-400a-8437-01bf61b41de6 created. Amount Net: -0.0645 USD Amount Gross: -0.0645 USD Fees: 0.0000 USD
2025-10-28 12:28:07 null	System	charge INFO	Transaction:205ec8b0-fe64-4a0e-8c8f-e03c145d8e75 created. Amount Net: -0.2890 USD Amount Gross: -0.2890 USD Fees: 0.0000 USD
2025-10-28 12:21:20 77.87.125.4	puq puq demo-admin@puqcloud.com	login INFO	App\Models\Admin:e94675f5-f11b-4530-b2d4-cfa75d8e9f72
2025-10-28 12:19:07 null	System	charge INFO	Transaction:bcd0a02e8-544b-4e4a-b494-5781f77d3c3 created. Amount Net: -0.2509 USD Amount Gross: -0.2509 USD Fees: 0.0000 USD
2025-10-28 12:02:07 null	System	charge INFO	Transaction:cc20b19c-edd4-41a6-8bec-a7803fc350c created. Amount Net: -0.0645 USD Amount Gross: -0.0645 USD Fees: 0.0000 USD
2025-10-28 11:37:07 null	System	charge INFO	Transaction:0025d205-aa01-4771-a2bb-8bb359d29f3c created. Amount Net: -0.0645 USD Amount Gross: -0.0645 USD Fees: 0.0000 USD
2025-10-28 11:28:07 null	System	charge INFO	Transaction:9a0c9461-2a15-4d3f-87f6-79e2e2c1780a created. Amount Net: -0.2890 USD Amount Gross: -0.2890 USD Fees: 0.0000 USD
2025-10-28 11:19:07 null	System	charge INFO	Transaction:9ab031be-e747-4020-8ebb-fd937d959609 created. Amount Net: -0.2509 USD Amount Gross: -0.2509 USD Fees: 0.0000 USD
2025-10-28 11:02:07		charge	

2. Filter by Date and Time

To focus on a specific time range, use the **Filter** field.

Click the input box to open the date/time selector, choose your preferred period, and click **Apply**.

Activity Log

Dashboard / Activity Log

Off 5 seconds 0%

FILTER

27-10-2025 12:00 - 29-10-2025 12:00

Oct 2025 Nov 2025

Su Mo Tu We Th Fr Sa Su Mo Tu We Th Fr Sa

28 29 30 1 2 3 4 26 27 28 29 30 31 1

5 6 7 8 9 10 11 2 3 4 5 6 7 8

12 13 14 15 16 17 18 9 10 11 12 13 14 15

19 20 21 22 23 24 25 16 17 18 19 20 21 22

26 27 28 29 30 31 1 23 24 25 26 27 28 29

2 3 4 5 6 7 8 30 1 2 3 4 5 6

12 : 00 PM

27-10-2025 12:00 - 29-10-2025 12:00 Cancel Apply

2025-10-28 12:02:07 null System charge charge INFO

2025-10-28 11:37:07 null System charge charge INFO

2025-10-28 11:28:07 null System charge charge INFO

2025-10-28 11:19:07 null System charge charge INFO

2025-10-28 11:02:07 null System charge charge INFO

Description

Transaction:9e0077dd-aad4-400a-8437-01bf61b41de6 created. Amount Net: -0.0645 USD Amount Gross: -0.0645 USD Fees: 0.0000 USD

Transaction:205ec8b0-fe64-4a0e-8c8f-e03c145d8e75 created. Amount Net: -0.2890 USD Amount Gross: -0.2890 USD Fees: 0.0000 USD

App\Models\Admin:e94675f5-f11b-4530-b2d4-cfa75dbe9f72

Transaction:bcda02e8-544b-4e4a-b494-5781f7f7d3c3 created. Amount Net: -0.2509 USD Amount Gross: -0.2509 USD Fees: 0.0000 USD

Transaction:ccc20b19c-edd4-41a6-8bec-a7803fc3c50c created. Amount Net: -0.0645 USD Amount Gross: -0.0645 USD Fees: 0.0000 USD

Transaction:0025d205-aa01-4771-a2bb-8bb359d29f3c created. Amount Net: -0.0645 USD Amount Gross: -0.0645 USD Fees: 0.0000 USD

Transaction:9a0c9461-2a15-4d3f-87f6-79e2e2c1780a created. Amount Net: -0.2890 USD Amount Gross: -0.2890 USD Fees: 0.0000 USD

Transaction:9ab031be-e747-4020-8ebb-fd937d959609 created. Amount Net: -0.2509 USD Amount Gross: -0.2509 USD Fees: 0.0000 USD

Columns Explained

Column	Description
Date	Timestamp of when the action occurred.
Initializer	The actor who performed the action (e.g., system, admin, or client).
Action	The operation type (e.g., charge, login, create, update).
Description	Detailed log entry including affected model, transaction link, and related data.

Action Types

Label	Meaning
INFO	Informational log (e.g., successful login, transaction created).
WARNING	Indicates potential issue or unusual operation.
ERROR	Operation failed or triggered an exception.

Queue Controls

Control	Description
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Auto Refresh Interval	Located at the top right. Define how often logs refresh (e.g., every 5 seconds).
Off/On Switch	Enables or disables automatic refresh.
Search Box	Find actions by keyword, ID, or user.

Example Use Case

An administrator wants to verify all automated billing actions executed by the system. By filtering the **Activity Log**, they can view entries such as:

```
2025-10-28 12:37:07 | System | charge | Transaction: 9e0077dd-aad4-400a-8437-01bf61b41de6
created.
Amount Net: -0.0645 USD Amount Gross: -0.0645 USD Fees: 0.0000 USD
```

This helps confirm that automated transactions ran correctly and without errors.

Tips

- Use **Activity Log** as your primary audit trail for all background and user operations.
 - Combine it with **Admin Sessions** and **Client Sessions** for full transparency.
 - Use **search filters** to isolate suspicious events quickly.
 - Since logging runs asynchronously, you can safely enable **real-time refresh** during monitoring.
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