Login Usage Reports

The portal gives users access to a number of reports – covering user details as well as usage and login counts. The field 'Cross Reference Number' can be used to identify practices by a code defined by your organisation and will show on all reports.

These reports show login history and counts beginning 13/10/2014 for the current organisation and its client organisations. Counts shown for a specific organisation are for logins by users at that organisation only: counts do not include logins by users at client organisations (unless otherwise stated). Login counts do not include logins to Sidebar, Scheduler Installer and some very old versions of other applications. Only successful logins with correct username and Password are counted. All date/times are UTC (effectively GMT), not local time as local time varies across Australia. Specifying a date range is optional: you may leave out either the lower or upper bounds or both.

> ⊘ Please note that the time reported in the logs is UTC which is 10 hours behind AEST but varies across the different time zones throughout Australia

Figure 15: Reports

All reports are exported in comma delimited format and can be opened in MS Excel or other spreadsheet software for further analysis.

Each report, unless listed otherwise below, contains the following details of the application used, the user and associated organisation:

- ApplicationName
- Title
- Surname
- Firstname
- Username
- Phone
- EmailAddress

- OrganisationName
- CrossReferenceNumber
- StreetAddress
- Suburb
- Postcode
- State
- Phone
- Fax

Application login history report

This report provides a history of all application logins for the organisation selected and the date range entered. In addition to the user and organisation information detailed above it will list the following information:

- IPAddress – IP address of the computer used to log on
- OccurredUtc – the time of logon in Coordinated Universal Time

Application login counts by User

This report provides a count of all application logins for each user at this organisation and each client organisation. In addition to the user and organisation information detailed above it will list the following information:

- ApplicationName – application used
- LoginCount – count of successful logins

Application login counts by Organisation

This report provides a count of all application logins counts by organisation. No individual user login counts are listed. Topbar, CAT4 and PATCAT are all listed by name, scheduled collects are listed separately.

Application login counts sum total

This reports provides a total count of successful logins by application for the organisation selected. This can be used for an overall report on the PHN or other top level organisation or for a client organisation such as a practice to see the overall number of logins by application.

Application login distinct User counts by Organisation

This report provides a count of distinct users by organisation and application over the selected time period.

Application login distinct User counts sum total

This report shows a sum of distinct users by application in the selected time period for the organisation