Quality Window Transaction Audit Trail

User Guide

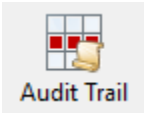
September 2026

Quality Window 6 (QW6) includes robust audit trail capabilities to support traceability, accountability, and regulatory compliance. As of version 6.1.120, audit logging is automatically enforced for all applications, eliminating the need for administrative setup and ensuring audit trails are consistently captured. The system records and retains detailed logs for all Add, Edit, Copy, Insert, and Delete operations performed on application data, ensuring a complete historical record for security and quality review purposes.

Accessing the Audit Trail

From QW6 Workstation:

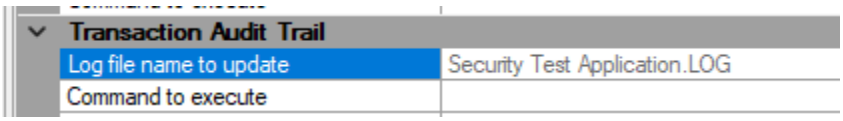
Click the Audit Trail icon in the top toolbar of the QW6 application window to open the Transaction Log Viewer for the currently loaded application.



Audit Trail Toolbar button

From QW Admin:

As of QW6 version **6.1.120**, administrators no longer need to manage the transaction audit log settings. Audit logging is now managed automatically. Busitech recommends using version 6.1.120 or later to ensure complete capture of all record actions.

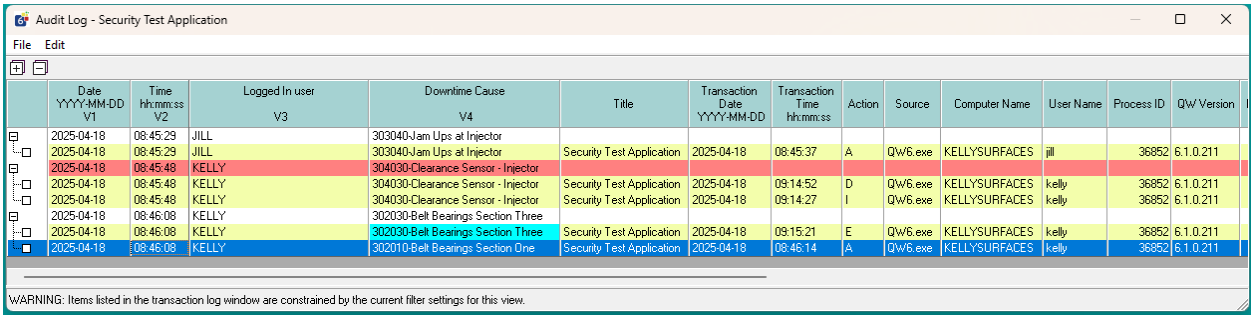


Transaction Audit Trail read-only setting in QW Application General Settings

> *Note: The audit log file uses the same base name as the application file but with a .LOG extension. It is always saved in the same folder as the .QWT file—its location is no longer configurable by admins.*

What the Transaction Log Viewer Shows

Each row in the log viewer represents a transaction (Add, Edit, Copy, Insert, or Delete) applied to a record. The log is displayed in chronological order based on each record's Date & Time. The **parent row** shows the current state of the record, while **nested child rows** represent its historical changes. Within each group, the history is sorted with the **oldest modification at the bottom** and the **most recent at the top**. Users can expand or collapse all nested records using toolbar buttons, making it easier to review complex change histories.



Color Legend

Yellow rows = Historical versions of a record.
White row = Current version of the record.
Red row = Deleted record.
Blue highlight = Current row selection (for visual clarity).
Aqua cells = Fields that changed during an Edit action.

Captured Audit Meta Data Fields

Each audit entry captures additional metadata to provide context about the change. This information helps organizations better understand how, when, and by whom the data was modified. The table below outlines the metadata fields recorded for each transaction and their descriptions.

Meta Field	Description
Source	What windows program made the change • QW6.exe indicates QW Workstation • QWAdd.exe indicates through automation
Action	**A** – Add

	E – Edit **C** – Copy **I** – Insert **D** – Delete
Computer name	The assigned name to the physical computer the change was made from.
User Name	If a user is logged into Quality Window, this will capture the currently logged in user name. If no user is logged into Quality Window this will be the username for the currently logged in windows user.
Process ID	Windows Process ID
QW version	Version of Quality Window used to make the update
Records Count	Total Count of Records in the application
Field Count	Total Count of Variables in the Application
QWT DateTime	Date Time of Last edit to QW Application by an admin
QWT Version	Version number for the QW Application
QWT Size	File Size in bytes of the QW Application schema file
QWT Filename	QW Application path when update was made
View	Name of View loaded when change was made
Override User Name	User Name used when Protected Field was modified

Filtering Considerations

The Audit Log Viewer is context-sensitive—it only displays records that match the current filter. If a filter hides a record in the main logsheet, its audit history will also be hidden from the viewer. This behavior enhances usability while respecting user-imposed data scopes.

Security and Compliance Benefits

The Quality Window audit trail offers:

- Immutable record history for all data actions
- Real-time logging with full user and system metadata
- Administrative fail-safes to guarantee consistent logging
- Visual clarity for fast analysis of record changes
- Traceability across versions of each individual record

This makes Quality Window audit capability a critical part of your organization's data integrity and quality assurance framework.