

# Batch Queue History

Last Modified on 10/21/2024 8:19 am CDT

Tool Search: Batch Queue History

The Batch Queue History tool allows system administrators to track historical Batch Queue reports that have been deleted from the Batch Queue and Admin Queue tools.

## View Report History

The History tool provides a list of reports that have been assigned to the Batch Queue and deleted either (manually) by a user or automatically, through the Batch Queue Maintenance task.

Batch Queue History ☆
System Settings > System Processes > Batch Queue History

Refresh

Show top  tasks submitted between  and

Queued Time	Report Title	Username	Status	Start Time	End Time
09/21/2023 08:23:32 AM	Academic Plan Progress Batch Report	admin13	Deleted	09/21/2023 08:23:45 AM	09/21/2023 08:26:43 AM
09/21/2023 08:18:56 AM	MARSS A	admin13	Deleted	09/21/2023 08:19:15 AM	09/21/2023 08:19:16 AM

*Batch Queue History*

All deleted reports, including those that were never generated, will be shown in the History tool. To view the details of a deleted report, adjust the filter fields as necessary and then select it from the Batch Queue List editor.

Show top 50 tasks submitted between 09/14/2023 and 09/21/2023

### Batch Queue List

Queued Time	Report Title	Username	Status	Start Time	End Time
09/21/2023 08:23:32 AM	Academic Plan Progress Batch Report	admin13	Deleted	09/21/2023 08:23:45 AM	09/21/2023 08:26:43 AM
09/21/2023 08:18:56 AM	MARSS A	admin13	Deleted	09/21/2023 08:19:15 AM	09/21/2023 08:19:16 AM

  

### Batch Queue Detail

**Report Title**  
Academic Plan Progress Batch Report

**Queued Time**  
09/21/2023 08:23:32 AM

**\*Scheduled Time**  
09/21/2023 08:23 AM

**File Name**  
AcademicPlanProgressBatch.pdf

**Status**  
Deleted

**Start Time**  
09/21/2023 08:23:45 AM

**End Time**  
09/21/2023 08:26:43 AM

**High Priority**

**Never Expires**

**Content Type**

**User Name**  
admin13

*Deleted Status*

Only the details of the report are available through this tab; the actual report is not, as it has been deleted.