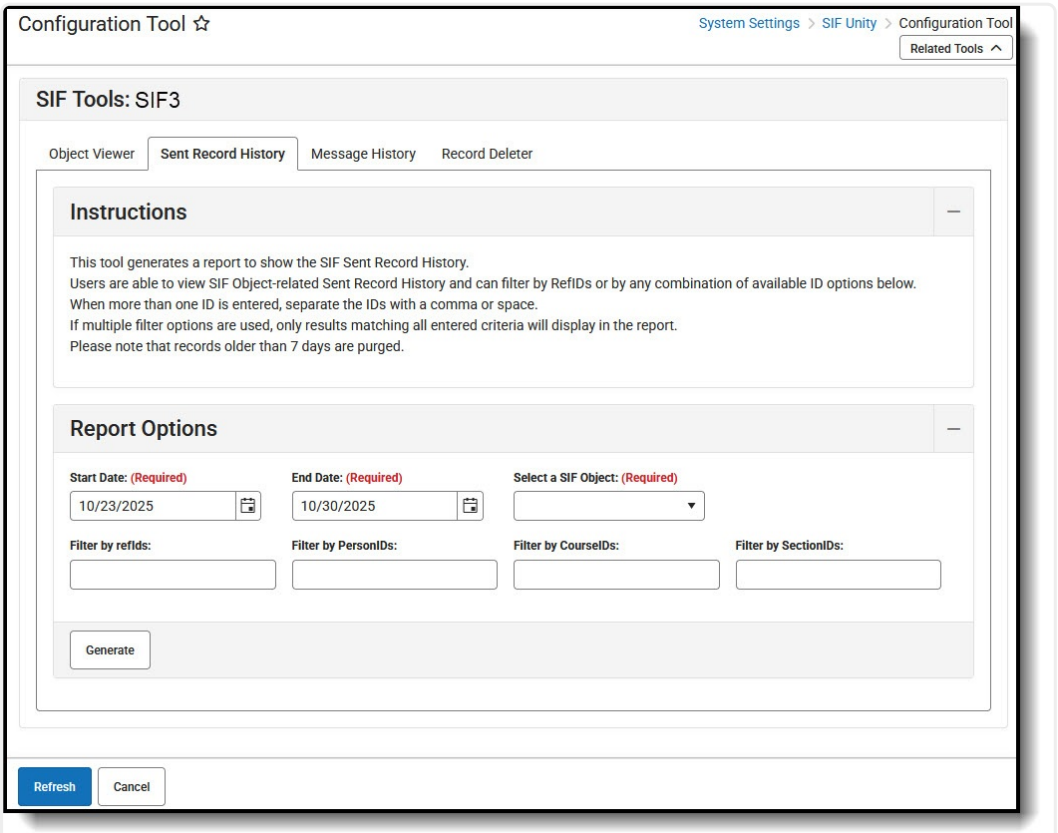
Sent Record History (SIF Unity)

Last Modified on 09/01/2026 12:22 pm CDT

Tool Search: Sent Record History

The Sent Record History tool allows users to search for and view SIF data sent to the state and filter this data based on a defined date range, SIF object, and other identifiers.

SIF Unity tools are only available for SIF v3.X or higher.



Sent Record History Tool

Read - Access and generate the Sent Record History tool.
Write - Provides no function for this tool.
Add - Provides no function for this tool.
Delete - Provides no function for this tool.

For more information about Tool Rights and how they function, see this Tool Rights article.

Set the amount of time SIF Logs are stored

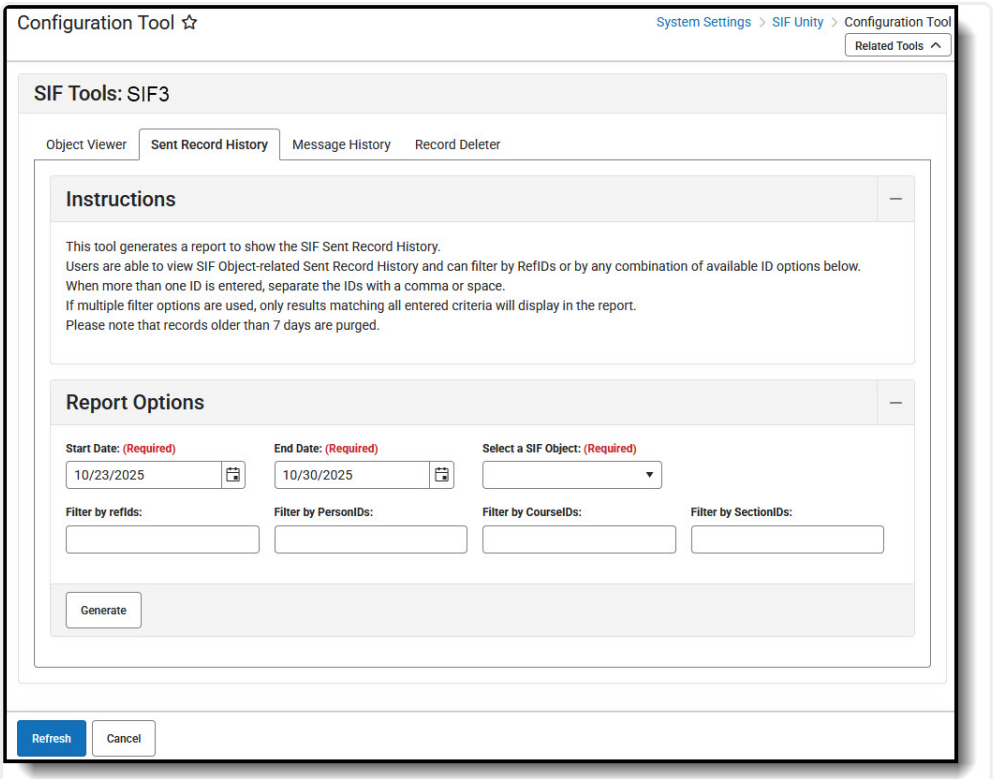
Districts can set the amount of time SIF Logs are stored by using the 'Days to keep SIFSentRecordHistory records' field in the System Preferences.



System Preferences

Generate the SIF Sent Record History

Users can generate the SIF Message History Report to review recent SIF activity and diagnose SIF message errors which may be occurring from a SIF reporting entity.



Sent Record History

Sent Record History Editor Fields

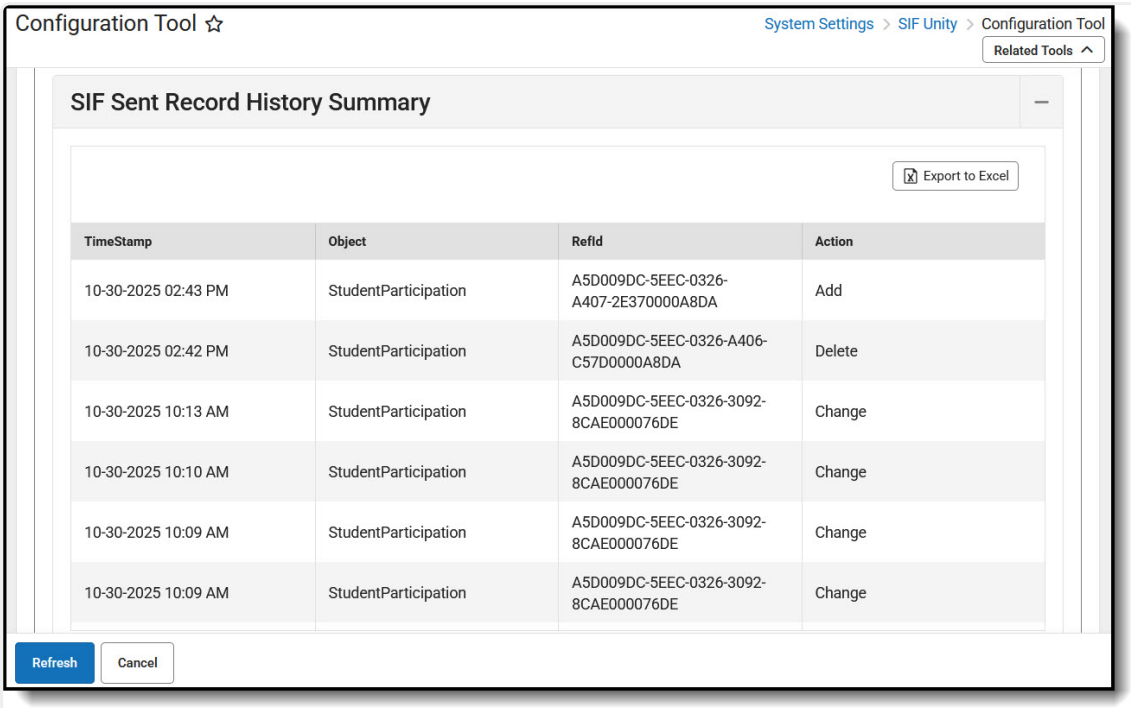
Field	Description
Start Date	The Start Date in the reported date range.
End Date	The End Date in the reported date range.
Select a SIF Object	The object for which the Sent Record History is being generated.
Filter by RefIds	Allows users to filter the Sent Record History by RefIds.
Filter by PersonIDs	Allows users to filter the Sent Record History by PersonIDs.
Filter by CourseIDs	Allows users to filter the Sent Record History by CourseIDs.
Filter by SectionIDs	Allows users to filter the Sent Record History by SectionIDs.
Generate	Generates the Sent Record History.
Refresh	Refreshes the screen.

Generate the SIF Sent Record History

1. Enter a **Start Date**. This is the first day in the reported date range.
2. Enter an **End Date**. This is the last day in the reported date range.
3. Select the **SIF Object** to view data on.
4. To search for a specific record(s), the following options can be used:
   Note: If multiple filter options are used, only results matching all entered criteria will display in the report.
   - **RefID(s)** - Find a specific record(s) based on the refID(s).
   - **PersonID(s)** - Find a specific record(s) based on the PersonID(s).
   - **CourseID(s)** - Find a specific record(s) based on the CourseID(s).
   - **SectionID(s)** - Find a specific record(s) based on the SectionID(s).
5. Generate the Sent Record History.
6. The SIF Sent Record History will display below the Report Options editor in a SIF Sent Record History Summary.

View the SIF Sent Record History Summary

The Sent Record History Summary displays SIF event information for the selected SIF object in the selected date range. If desired, the summary can be exported to an Excel file. Only records matching all entered criteria will display in the summary.



Sent Reord History Summary

Sent Record History Editor Fields

Field	Description
TimeStamp	The time/date the event occurred for the record.
Object	The object for which the Sent Record History was generated.
RefId	The ID for which the record was sent.
Action	The action that occurred for the SIF object. Options are Add, Change, or Delete.
Export to Excel	Exports the Sent Record History to an Excel file.