

Life door have the ability to print an audit trail of the last 1,184 lock events recorded in its non-volatile memory. An Door (Openings) Report displays the Date, Door Name, User Name, Function, and the date that was used to pull the report.

A Door Report can be useful when monitoring events such as suspicious activity and academic misconduct.

### Requesting an Openings (Door) Report

Door Report requests will only be accepted from Directors of 6 W X G H Q W Technology, Police Services, Office of Student Conduct and Human Resource Department.

These reports can be submitted through the online Request Re