

# CDR Logs

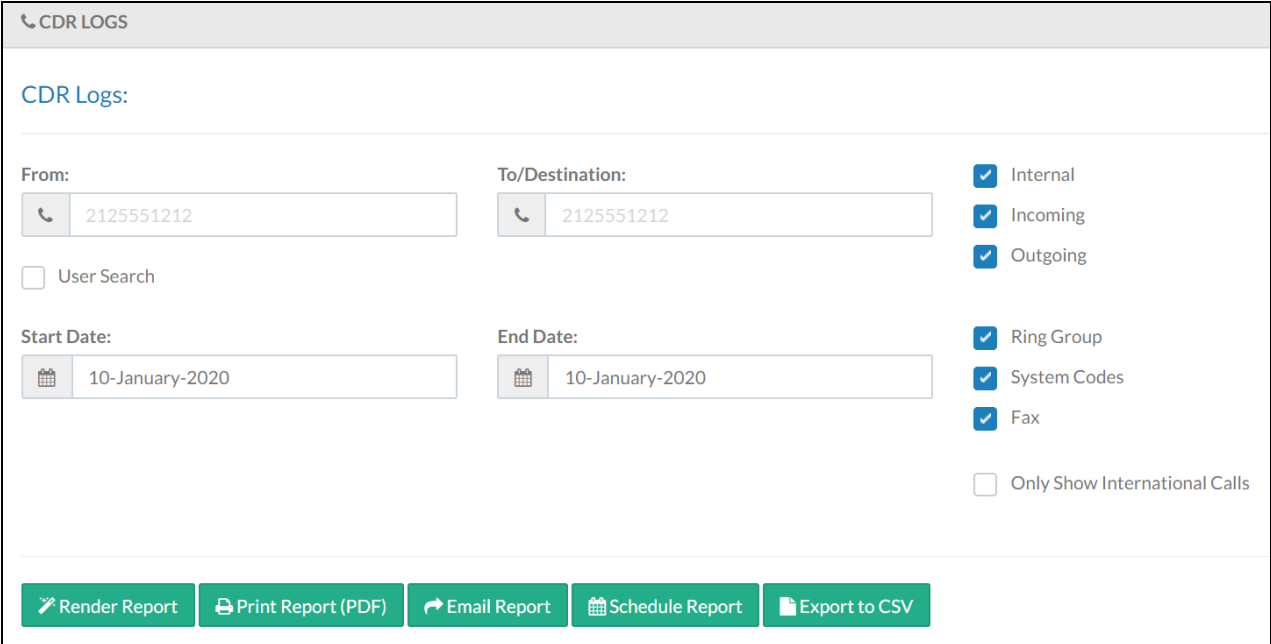
Last Modified on 02/05/2020 11:00 am EST

Navigate to **Reporting > CDR Logs**.

Administrators and call center managers can review call statistics. This report is useful for viewing call trends such as the quantity of calls to/from a specific number.

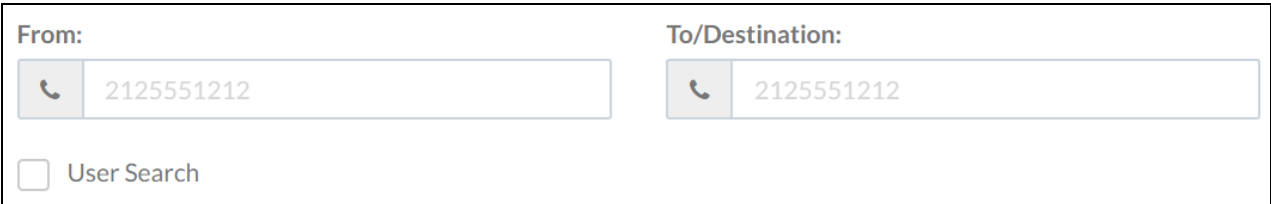
**Note:** Because this report provides a large amount of data, Kerauno recommends running 1 - 3 month intervals instead of an entire year. Additional options include **Schedule Report** to run after hours or **Email Report** option to optimize resources.

## Main Menu:





The screenshot shows the 'CDR LOGS' main menu. At the top, there is a header 'CDR LOGS'. Below it, the text 'CDR Logs:' is displayed. The interface is divided into several sections. On the left, there are input fields for 'From:' and 'To/Destination:', both containing the number '2125551212'. Below these is a checkbox for 'User Search'. Further down are 'Start Date:' and 'End Date:' fields, both set to '10-January-2020'. On the right side, there are several checkboxes: 'Internal', 'Incoming', 'Outgoing', 'Ring Group', 'System Codes', 'Fax', and 'Only Show International Calls'. At the bottom, there is a row of five green buttons: 'Render Report', 'Print Report (PDF)', 'Email Report', 'Schedule Report', and 'Export to CSV'.

To run a report, select either the **From** or **To/Destination** numbers, or both.



This is a close-up of the 'From:' and 'To/Destination:' input fields. Both fields contain the number '2125551212'. Below the 'From:' field is a checkbox for 'User Search'.


Populate a **Start Date** and **End Date** for the report.


<b>Start Date:</b>	<b>End Date:</b>
 10-January-2020	 10-January-2020


Various call sources can also be selected. Check/uncheck sources as needed.


- Internal
- Incoming
- Outgoing
  
- Ring Group
- System Codes
- Fax
  
- Only Show International Calls


Click **Render Report** once search criteria is populated.

 **Render Report**
















 **Print Report (PDF)**

 **Email Report**

 **Schedule Report**

 **Export to CSV**

A table displays with call records for the chosen time frame and selected numbers.

CDRS (4971)									
Date/Time	Type	From	To	Destination	Duration	Trunk	CID Name		
(1) 2020-01-13 15:08:01	Incoming	 <a href="#">+13170000000</a>	 <a href="#">A: Sales - Indianapolis</a>	 <a href="#">A: Sales - Indianapolis</a>	00:00:10	Services Group			
(2) 2020-01-13 15:06:17	Outgoing	 <a href="#">+13170000000</a>	 <a href="#">3170000000</a>	 <a href="#">3170000000</a>	00:01:13	Services Group	Steve Fleets		
(3) 2020-01-13 15:05:25	Outgoing	 <a href="#">+13170000000</a>	 <a href="#">3170000000</a>	 <a href="#">3170000000</a>	00:00:50	Services Group	Roger Albers		
(4) 2020-01-13 15:05:19	Outgoing	 <a href="#">+13170000000</a>	 <a href="#">3170000000</a>	 <a href="#">3170000000</a>	00:02:50	Services Group	Marcus Blum		
(5) 2020-01-13 15:04:22	System Codes	 <a href="#">Jacob Turner</a>	*7	*7	00:00:03	Internal	Jacob Turner		
(9) 2020-01-13 15:01:05	Incoming	 <a href="#">+13170000000</a>	 <a href="#">A: Sales - Indianapolis</a>		00:00:22	Internal	Jacob Turner		

To view In Call Analytics, click the hyperlinked **Date/Time** for any call.