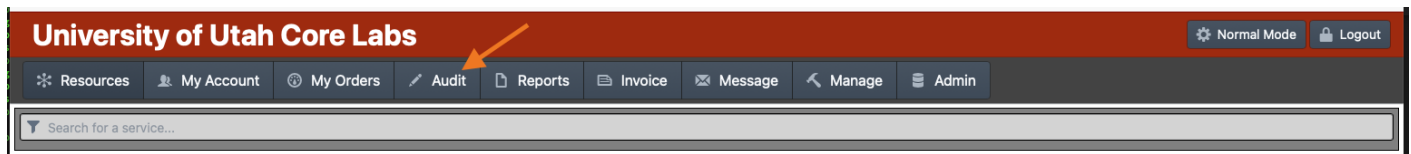
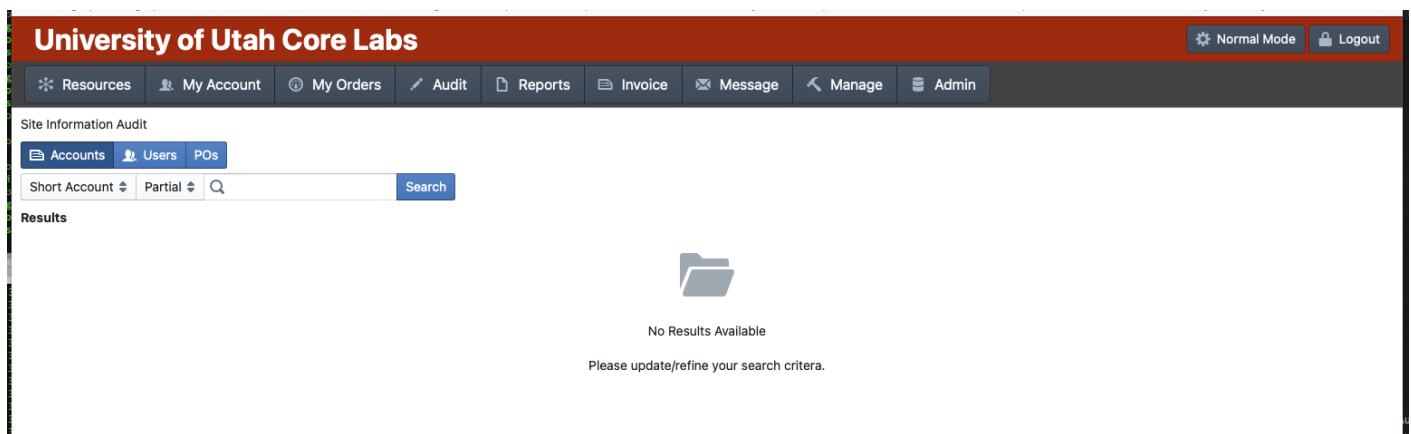


# Auditing Overview

Users added as auditors in the system can access the "Site Information Audit" interface to review account access and charges.



The site audit interface allows auditors to review accounts, users, and PO numbers by full and partial search



## Accounts

Auditors can use the accounts search to review pending charges and users with permissions on the account through the accounts tab. Auditors can search by partial or exact criteria on a list of target values:

- System ID Number
- Title
- Short Account Number
- Activity Code
- Project Number
- Organization ID
- PI Full Name
- Total Amount billed to the account to date. This column also includes a link to the Account History report.

AccountsUsersPOs

Short AccountPartialQ 345Search

Results

| ID   | Short Account | Title  | PI                        | Expiration Date | User Count |
|------|---------------|--|---------------------------|-----------------|------------|
| 3381 | 16345         | Setup Needed   | Unknown (Unknown)         | 2015-06-04      | (0)        |
| 2371 | 15345         | Signals Integrating Cellular Dynamics To Sculpt The Inner Ear (A1) | Gary C Schoenwolf (1545)  | 2016-03-30      | (2)        |
| 1866 | 12345         | Resident Research Account  | Yong Wang (1809)          | 2013-06-29      | (0)        |
| 1532 | 11345         | Schiffman Development Account                                      | Joshua Schiffman (1855)   | 2013-06-29      | (1)        |
| 4385 | 17345         | Georgetown University - Carolyn Ecelbarger - 17345                 | Carolyn Ecelbarger (4081) | 2025-06-30      | (2)        |
| 5415 | 18345         | Cameron Metcalf Development Account - 28460                        | Cameron Metcalf (4116)    | 2025-06-30      | (2)        |

# Pending Charges

Pending charges on an account may be listed by clicking on the short account number button

AccountsUsersPOs

Short AccountPartialQ 345Search

Results

| ID   | Short Account | Title  | PI                        | Expiration Date | User Count |
|------|---------------|--|---------------------------|-----------------|------------|
| 3381 | 16345         | Setup Needed   | Unknown (Unknown)         | 2015-06-04      | (0)        |
| 2371 | 15345         | Signals Integrating Cellular Dynamics To Sculpt The Inner Ear (A1) | Gary C Schoenwolf (1545)  | 2016-03-30      | (2)        |
| 1866 | 12345         | Resident Research Account  | Yong Wang (1809)          | 2013-06-29      | (0)        |
| 1532 | 11345         | Schiffman Development Account                                      | Joshua Schiffman (1855)   | 2013-06-29      | (1)        |
| 4385 | 17345         | Georgetown University - Carolyn Ecelbarger - 17345                 | Carolyn Ecelbarger (4081) | 2025-06-30      | (2)        |
| 5415 | 18345         | Cameron Metcalf Development Account - 28460                        | Cameron Metcalf (4116)    | 2025-06-30      | (2)        |

# Account User List

Users with active permissions on the account will have their email address tag in green

Results

| ID   | Short Account | Title  | PI                       | Expiration Date | User Count |
|------|---------------|--|--------------------------|-----------------|------------|
| 3381 | 16345         | Setup Needed   | Unknown (Unknown)        | 2015-06-04      | (0)        |
| 2371 | 15345         | Signals Integrating Cellular Dynamics To Sculpt The Inner Ear (A1) | Gary C Schoenwolf (1545) | 2016-03-30      | (2)        |
| 1866 | 12345         | Resident Research Account  | Yong Wang (1809)         | 2013-06-29      | (0)        |
| 1532 | 11345         | Schiffman Development Account                                      |                          |                 | (1)        |
| 4385 | 17345         | Georgetown University - Carolyn Ecelbarger - 17345                 |                          |                 | (2)        |
| 5415 | 18345         | Cameron Metcalf Development Account - 28460                        |                          |                 | (2)        |

Account Users

Carolyn Ecelbarger  
ecelbarc@georgetown.edu

Maurice Fluitt  
mbf79@georgetown.edu

# Users

(In progress)

# PO Number

Auditors may also search for a summary total of charges to a given PO number IF the order in question has been properly tagged with the PO number by the submitting/ordering user

Results

| PO Number  | Order ID | Order Date       | Ordering User       | Service         | Total Charged | All Charges: \$825.00 |
|--|----------|------------------|---------------------|-----------------|---------------|-----------------------|
| 20-164-123470 CD34, 20-163-113423 CD34, 20-164-121340 CD34 | 278635   | 2021-04-07 12:24 | Flow Cytometry ARUP | Staff Scheduler | \$825.00      |                       |