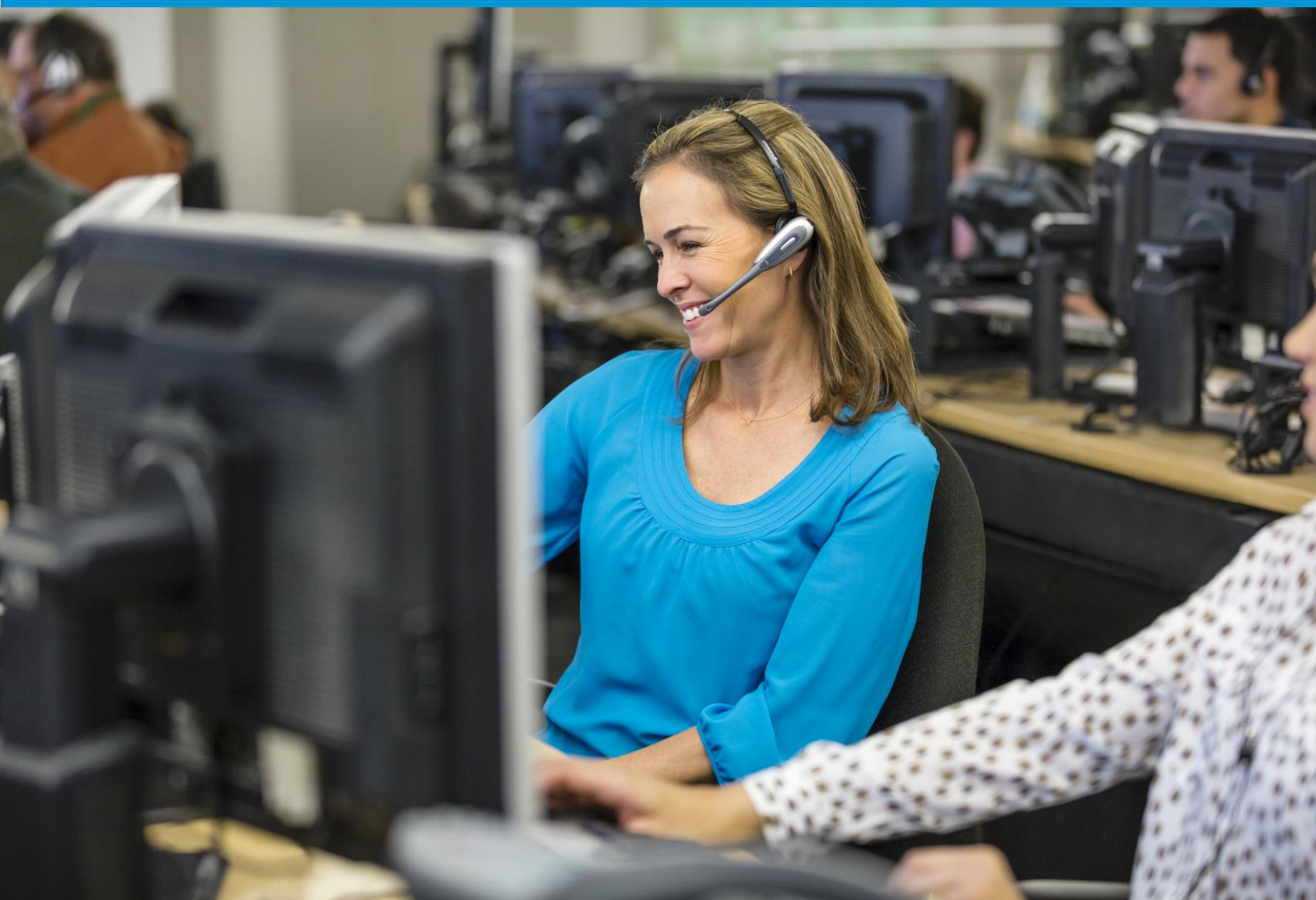




# Access a job task history

September 2018



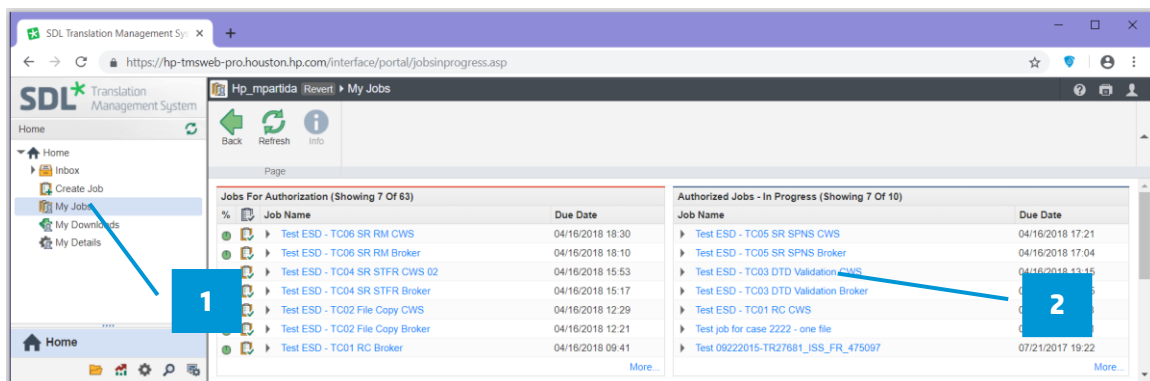
Access a job task history

## Access a job task history

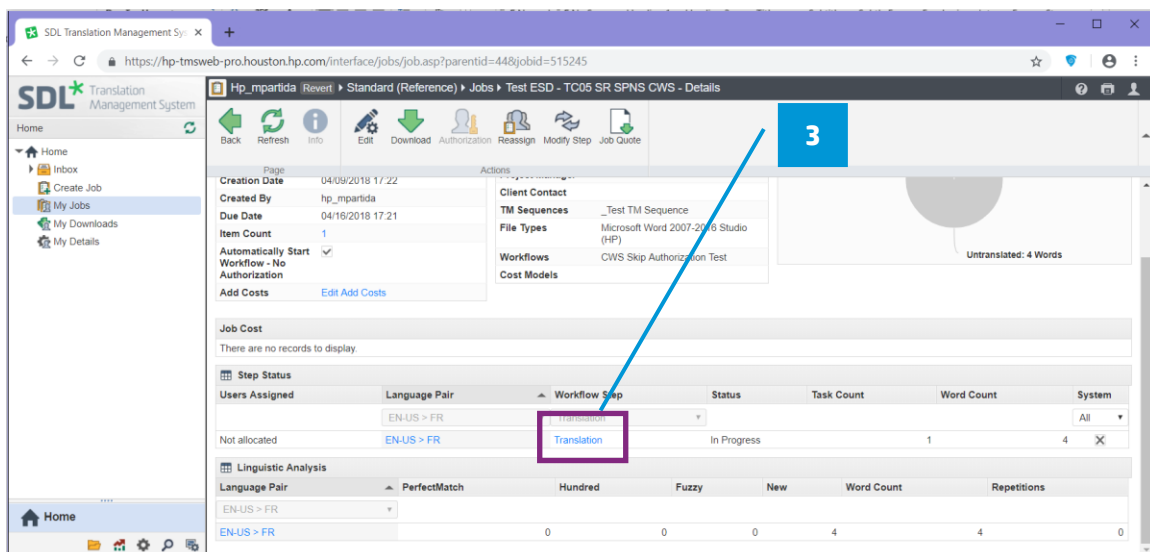
Each job includes a Task History per file, describing all the stages (system or human) a file will go through. The Task History information highlights any warning or error a specific file may have experienced.

In order to access the Task History for a given job:

1. Select **My Jobs** option under the **Home** menu.
2. Click on the job link you wish to view the Task History for.



3. Click the **Workflow Stage** link to access the **Task Summary** page.



## Access a job task history

4. You have one **Task ID** per file in your job. Click the **Task ID** link to view the **Task History** information.

The screenshot shows the SDL Translation Management System interface. The breadcrumb trail is: Home > Jobs > Test ESD - TC05 SR SPNS CWS > Task Status Summary (EN-US > FR). The main table displays task information:

Task	Filename	Workflow Step	Users Assigned	Workflow	Word Count	Due Date	Cost
6,813,802	This is a test.docx	Translation	Not allocated	CWS Skip Authorization Test	4	-	\$ -

A blue arrow points from the Task ID '6,813,802' to a blue box with the number '4'.

5. You can view each have stage in the workflow and the associated action.

The screenshot shows the Task History for task 6813802. The breadcrumb trail is: Home > Jobs > Test ESD - TC05 SR SPNS CWS > Task 6813802 - Task History. The main table displays the task history:

Date (Time)	User	Previous Workflow Step	Action	Workflow Step	Severity	Description	Comment	System	Server Name
04/09/2018 17:22:46	System		Start	Start	Success	Everything was OK.		✓	
04/09/2018 17:22:47	System		Submitted To	Scan	Success	Everything was OK.		✓	G4W10198G
04/09/2018 17:22:47	System		Starting	Scan	Informational	Step execution starting.		✓	G4W10198G
04/09/2018 17:22:48	System		Step Result	Scan	Success	Everything was OK.		✓	G4W10198G
04/09/2018 17:22:48	System	Scan	Submitted To	Pre-processing	Success	Everything was OK.		✓	G4W10198G
04/09/2018 17:22:48	System		Starting	Pre-processing	Informational	Step execution starting.		✓	G4W10198G
04/09/2018 17:22:52	System		Information	Pre-processing	Informational	PerfectMatch is enabled in the organization but the PerfectMatch options are not enabled in the configuration for this task.		✓	G4W10198G
04/09/2018 17:22:54	System		Step Result	Pre-processing	Success	Everything was OK.		✓	G4W10198G
04/09/2018 17:22:54	System	Pre-processing	Submitted To	CWS Skip Authorization	Success	Everything was OK.		✓	G4W10198G
04/09/2018 17:22:55	System		Starting	CWS Skip Authorization	Informational	Step execution starting.		✓	G4W10198G
04/09/2018 17:22:55	System		Step Changed	Translation	Success	Everything was OK.		✓	G4W10198G
-	Not allocated		In Progress	Translation				✗	
-	System		Pending	Rebuild Translation				✓	
-	Not allocated		Pending	Approval				✗	
-	System		Pending	Translated Content Retrieval				✓	
-	System		Pending	Complete				✓	

A blue arrow points from the 'System' column to a blue box with the number '5'.