## Looking up Task History in Schedule Pro

From the individual schedule of a lot, locate the Info button in the top left corner of the screen:



## The Schedule Details window will open up, select the History tab:



## Then select the Task(s) you want to see the history for, along with a date range to search inside of. You will have to select Execute from each calendar of the date you are selecting to populate the information.

Schedule Details Select the Task you want to research, then the date range (Start and End date) that you want to look up.				
Info History	Dates	isks 1 ▼ Start Date Aug 12	▼ End Date Jan 23 2 ▼	
User	Action	Task	Value	Date
Ian Lundstrom	Update Task Status	Structured Wiring - Final	Status changed to Complete	12/21/2016 7:17 AM
Ian Lundstrom	Update Task Date	Structured Wiring - Final	12/20/2016 to 12/19/2016	12/20/2016 10:11 PM
lan Lundstrom	Update Task Date	Structured Wiring - Final	12/19/2016 to 12/20/2016	12/20/2016 10:10 PM
Louis Berbert	Update Task Date*	Structured Wiring - Final	12/15/2016 to 12/19/2016	11/22/2016 1:43 PM
Louis Berbert	Update Task Date*	Structured Wiring - Final	12/15/2016 to 12/19/2016	11/22/2016 1:43 PM
lan Lundstrom	Update Task Date*	Structured Wiring - Final	12/14/2016 to 12/15/2016	11/22/2016 9:34 AM
Ian Lundstrom	Update Task Date*	Structured Wiring - Final	12/14/2016 to 12/15/2016	11/22/2016 9:34 AM
Louis Berbert	Update Task Date*	Structured Wiring - Final	12/13/2016 to 12/14/2016	11/14/2016 12:13 PM
Louis Berbert	Update Task Date*	Structured Wiring - Final	12/13/2016 to 12/14/2016	11/14/2016 12:13 PM
Louis Berbert	Update Task Date*	Structured Wiring - Final	12/12/2016 to 12/13/2016	11/14/2016 12:08 PM
Louis Berbert	Update Task Date*	Structured Wiring - Final	12/12/2016 to 12/13/2016	11/14/2016 12:08 PM
Louis Berbert	Update Task Date*	Structured Wiring - Final	12/09/2016 to 12/12/2016	11/9/2016 1:39 PM
Louis Berbert	Update Task Date*	Structured Wiring - Final	12/09/2016 to 12/12/2016	11/9/2016 1:39 PM