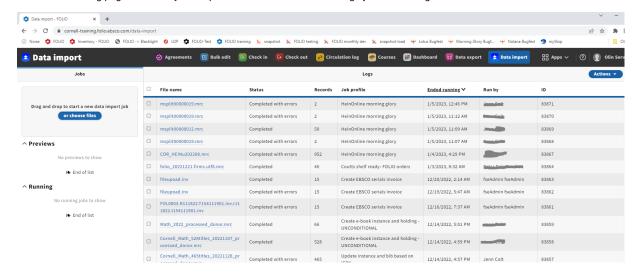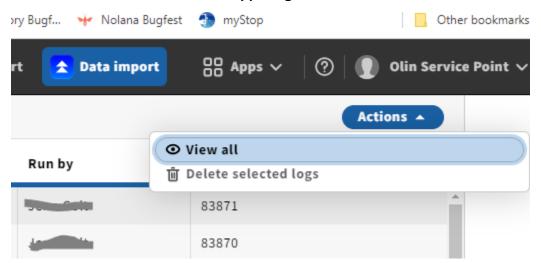# Viewing Data Import Logs

Sometimes a record doesn't appear to have changed, or FOLIO gives us ambiguous or confusing "toast" messages following an import or overlay. If you're not sure the action worked (especially for an import of a new record, where repeating the action might create a duplicate record), you can check the logs in the Data Import app.

Select the Data Import App

The default landing page shows only batch processes. These are not the logs you are looking for.

Click on the Actions menu in the upper right and select View all

The default order is by time completed

You can change the sort by clicking on any of the column headers and you can filter by User, Job profile, or Date

	File name	Status ✓	Records	Job profile	Ended running	Run by	ID
☐	kankar, narayan shastri.csv	Failed	0	Replace instance and bib	11/22/2022, 4:42 PM	Mary Company	81269
☐	seneca.mrc	Completed with errors	31	Replace instance and bib	11/22/2022, 2:45 PM	Mary Company	81210
☐	Cambeiro 12727.mrc	Completed with errors	2	Create shelf-ready approval print books with barcodes	11/10/2022, 1:25 PM	Laurie Stevens	79645

∧ **Errors in import**

☐ No

☐ Yes

∨ **Date**

∨ **Job profile**

∧ **User**

Choose user ▼

Filter options list

admin admin