

Webhook

Last Modified on 07/19/2023 11:18 am EDT

Order Time can send you notifications of [Alerts](#) through an end point that you host.

Here are the conditions of the web hook end point

- Type: POST
- HTTPS (NO HTTP)
- Basic Auth (Username and Password)

When an alert is triggered from Order Time, we will POST an Audit Trail object to the above end point. In the sample below we see the [Action Type](#) is 4 which corresponds to Change Status. The Record Type is 7 which corresponds to Sales Order and the Unique Id is the Doc No. So this Audit Trail object is telling us that the status of the sales order 890 has changed. You can now use the [sales order end point](#) to GET the sales order.

An Audit Trail captures for various events in Order Time. See the Audit Trail report in Order Time. For more information on activating the Web Hook or viewing the Audit Trail report, see below.

Audit Trail Sample

```
{
  Id: 1947,
  ActionType: 4
  RecordType: 7,
  UniqueId: 890,
  Description: "Status Changed to Approved",
  Username: "Jimmy Hendrix",
  ActionDate: "2020-12-08T22:13:42.8181534Z"
}
```

Activate a Web Hook

Company Preferences

| |
|-------------------------------|
| Section |
| General |
| Activities |
| Doc #s |
| Items |
| Inventory |
| Sales |
| Shipping |
| Payments |
| Purchasing |
| Receiving |
| Production |
| Lot / Serial #s |
| Repair Orders |
| Mobile |
| Mail and Calendar Integration |

General **Advanced**

General

Decimal Points

Quantity Cost Price Purchase Cost Purchase Quantity Sales Quantity Weight/Volume

- Enable Foreign Currency
- Include current month in 'Trailing Twelve Months' filter.
- Ignore security escape characters when exporting lists and reports to csv.
- Display Floor/Suite as a separate line.
- Hide inactive records when performing searches
- Disable unapproved watermark when creating form PDFs.
- Show currency symbol on print outs
- Enable Form Templates with Doc Status control.
- Turn off import email notifications
- Enable Web Hook

Web Hook URL

Web Hook User Name

Web Hook Password

- Click on Admin > Company Preferences > General > General Tab
- Check the box for Enable Web Hook
- Enter the Web Hook URL, User Name & Password

View the Audit Trail Report

Audit Trail

Filters

Date / Time is this quarter

[Export](#)
[Print](#)
[Customize Report](#)
[Save As](#)

| DATE / TIME | USER | ACTION TYPE | TYPE | NAME OR NO. | DESCRIPTION |
|----------------------|------|---------------|----------------|-------------|----------------------------|
| 1/1/2022 7:25:00 AM | | Login | User | | |
| 1/1/2022 5:15:00 PM | | Login | Contact | | |
| 1/1/2022 5:15:00 PM | | Login | Contact | | |
| 1/2/2022 8:43:00 AM | | Login | User | | |
| 1/3/2022 6:16:00 AM | | Login | Contact | | |
| 1/3/2022 6:17:00 AM | | Login | User | | |
| 1/3/2022 7:46:00 AM | | Login | User | | |
| 1/3/2022 10:03:00 AM | | Login | User | | |
| 1/2/2022 10:08:00 AM | | Login | User | | |
| 1/3/2022 10:17:00 AM | | Create | Work Order | 556 | |
| 1/3/2022 10:18:00 AM | | Change Status | Work Order | 556 | Status Changed to Ready |
| 1/3/2022 10:22:00 AM | | Create | Item | E402-EGGS | |
| 1/3/2022 10:23:00 AM | | Modify | Item | E402-EGGS | |
| 1/3/2022 10:26:00 AM | | Change Status | Sales Order | 1877 | Status Changed to Approved |
| 1/2/2022 10:26:00 AM | | Create | Work Order | 558 | |
| 1/3/2022 10:26:00 AM | | Create | Work Order | 559 | |
| 1/3/2022 10:26:00 AM | | Create | Work Order | 560 | |
| 1/3/2022 10:26:00 AM | | Create | Payment | 1645 | |
| 1/3/2022 10:26:00 AM | | Create | Work Order | 557 | |
| 1/3/2022 10:26:00 AM | | Create | Work Order | 561 | |
| 1/2/2022 10:30:00 AM | | Change Status | Purchase Order | 56 | Status Changed to Sent |
| 1/3/2022 10:30:00 AM | | Create | Receiver | 756 | |
| 1/3/2022 10:31:00 AM | | Change Status | Purchase Order | 56 | Status Changed to Closed |
| 1/3/2022 10:31:00 AM | | Change Status | Receiver | 756 | Status Changed to Received |
| 1/3/2022 10:41:00 AM | | Change Status | Work Order | 556 | Status Changed to Closed |

- Click on Reports > All Reports Tab
- Click on the Report called Audit Trail under Activities
- Customize the report to show particular time frames and activities