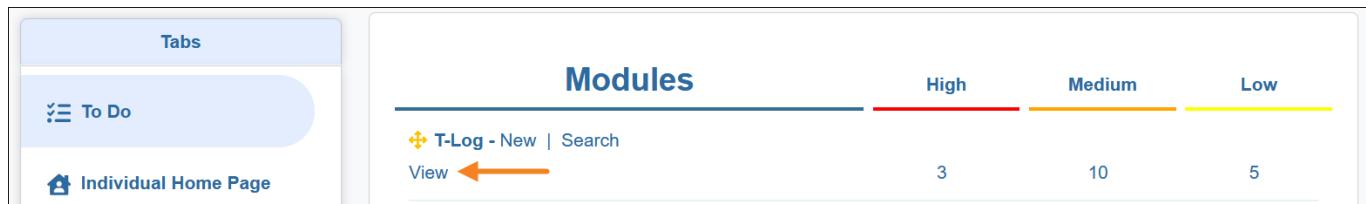


View and Acknowledge T-Log from To Do Tab

Users with the **T-Log View** caseload-based role can view and search for T-Logs. The T-Log section of the To Do tab shows High, Medium, and Low counts indicating the number of T-Logs unacknowledged by the user based on the notification level

1. Click on the **View** link below **T-Log** section on the **To Do** Tab.



The **T-Log Search** page will open and display the list of T-Logs.

T-Log Search												
<input type="text" value="Filter"/> 15 Records												
NL	Individual	Summary	Photo	Attachment	Program Name	Entered By	Create Date	Status	Type	Form ID		
Low	Mary, Angela	pillow case printing	Yes		(Demo) Education and Development	Iqbal, Prattay	11/05/2025	Submitted	G	TL-DEMOTPHL-PD64NBQYQ3MV		
Low	Mary, Angela	assessment	Yes		(Demo) Education and Development	Iqbal, Prattay	11/05/2025	Submitted	G	TL-DEMOTPHL-PD64NEMZ8VRUD		
Medium	Richard, Ross	Total Sleep: 4h24min, Withings Score: 49			Connect - Dhaka	API Login, Therap Connect	11/05/2025	Submitted	H	TL-DEMOTPHL-PD64NCYHRPVUS		
Medium	Sleep, Test AA	Total Sleep: 4h21min, Withings Score: 43			Connect - Dhaka	API Login, Therap Connect	11/05/2025	Submitted	H	TL-DEMOTPHL-PD64NCZZPVU5		

2. Click on the name of the **Individual** for viewing the preferred T-Log from the list.

T-Log Search

Filter											15	Records
NL	Individual	Summary	Photo	Attachment	Program Name	Entered By	Create Date	Status	Type	Form ID		
Low	Mary, Angela	pillow case printing	Yes		(Demo) Education and Development	Iqbal, Prattay	11/05/2025	Submitted	G	TL-DEMOTPHL-PD64NBQYQ3MV		
Low	Mary, Angela	assessment	Yes		(Demo) Education and Development	Iqbal, Prattay	11/05/2025	Submitted	G	TL-DEMOTPHL-PD64NEMZ8VRUD		
Medium	Richard, Ross	Total Sleep: 4h24min, Withings Score: 49			Connect - Dhaka	API Login, Therap Connect	11/05/2025	Submitted	H	TL-DEMOTPHL-PD64NCYHRPVUS		
Medium	Sleep, Test AA	Total Sleep: 4h21min, Withings Score: 43			Connect - Dhaka	API Login, Therap Connect	11/05/2025	Submitted	H	TL-DEMOTPHL-PD64NCXZZPVU5		

The T-Log for the respective Individual will be displayed.

T-Log Submitted ?

Individual	Angela Ann Mary	Program	(Demo) Education and Development				
Entered By	Prattay Iqbal, Therap Admin on 11/05/2025 12:17 PM						
Type	General						
Notification Level	Low						
Summary	pillow case printing						
Description	angela did h5 of them. was cooperative and engaged.						
Time In	09:00 AM	Time Out	01:00 PM				
Reporter	Reported On 11/04/2025 02:16 PM						
Follow-up(s) <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <td style="width: 25%; padding: 5px;">Summary</td> <td style="width: 25%; padding: 5px;">Entered By</td> <td style="width: 25%; padding: 5px;">Photo</td> <td style="width: 25%; padding: 5px;">Attachment</td> </tr> </table> <div style="text-align: right; margin-top: 10px;"> Add Followup </div>				Summary	Entered By	Photo	Attachment
Summary	Entered By	Photo	Attachment				
Attachment(s) <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <td style="width: 10%; padding: 5px;">Document Attachment</td> <td style="width: 90%; padding: 5px;">  </td> </tr> </table>				Document Attachment			
Document Attachment							
Video Attachment(s) <p>No Video Attachment available</p>							

 PDF

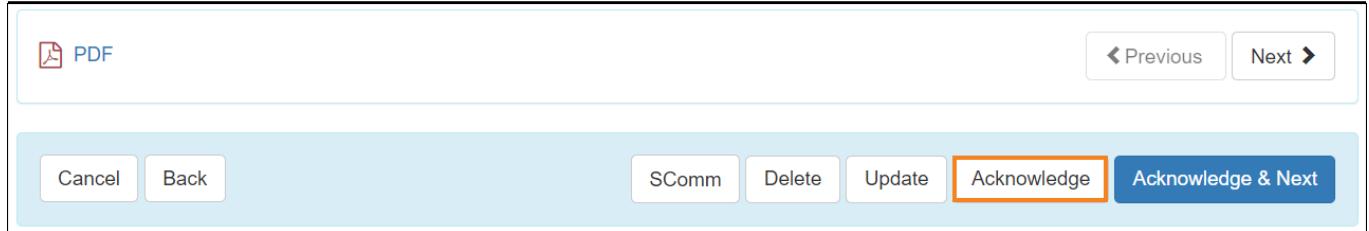
◀ Previous

Next ▶

Cancel Back

SComm Delete Update Acknowledge Acknowledge & Next

3. Click on the **Acknowledge** button at the bottom of the page to acknowledge the T-Log. This will mark the T-Log as read. You may click on the **Acknowledge & Next** button, to acknowledge the current T-log and go to the next T-log for viewing/acknowledging.

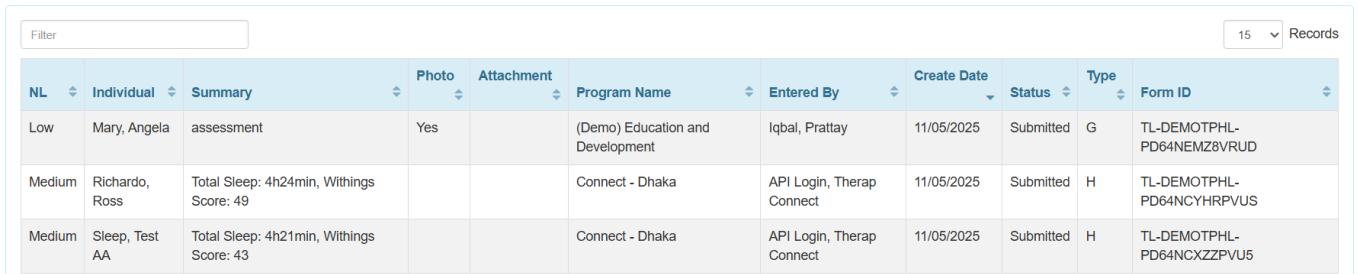


This screenshot shows a confirmation page for acknowledging a T-Log. At the top left is a 'PDF' button. At the top right are 'Previous' and 'Next' navigation buttons. Below these are 'Cancel' and 'Back' buttons. In the center are 'SComm', 'Delete', 'Update', 'Acknowledge' (which is highlighted with an orange border), and 'Acknowledge & Next' buttons. The background is light blue.

Note:

- Clicking on the **Acknowledge** button will display the list of T-Logs of the **T-Log Search** page again. From there, users will be able to view and acknowledge additional T-Logs if needed.

T-Log Search



This screenshot shows a table of T-Logs. At the top left is a 'Filter' input field. At the top right are '15' and 'Records' dropdowns. The table has columns: NL, Individual, Summary, Photo, Attachment, Program Name, Entered By, Create Date, Status, Type, and Form ID. There are 3 rows of data:

NL	Individual	Summary	Photo	Attachment	Program Name	Entered By	Create Date	Status	Type	Form ID
Low	Mary, Angela	assessment	Yes		(Demo) Education and Development	Iqbal, Prattay	11/05/2025	Submitted	G	TL-DEMOTPHL-PD64NEM28VRUD
Medium	Richard, Ross	Total Sleep: 4h24min, Withings Score: 49			Connect - Dhaka	API Login, Therap Connect	11/05/2025	Submitted	H	TL-DEMOTPHL-PD64NCYHRPVUS
Medium	Sleep, Test AA	Total Sleep: 4h21min, Withings Score: 43			Connect - Dhaka	API Login, Therap Connect	11/05/2025	Submitted	H	TL-DEMOTPHL-PD64NCXZZPVU5

- Clicking on the **Acknowledge & Next** button will mark the T-Log as read and will open the next T-Log.

[Cancel](#)
[Back](#)
[SComm](#)
[Delete](#)
[Update](#)
[Acknowledge](#)
[Acknowledge & Next](#)

T-Log Submitted 

Individual Angela Ann Mary **Program** (Demo) Education and Development

Entered By Prattay Iqbal, Therap Admin on 11/05/2025 11:04 AM

Type General

Notification Level Low

Summary assessment

Description An initial assessment on her reading skills was completed today.

Time In	Time Out
Reporter	Reported On

Follow-up(s)

Summary	Entered By	Photo	Attachment
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[Add Followup](#)

Attachment(s)

Document Attachment

Photo

Video Attachment(s)

No Video Attachment available

 [PDF](#)
[◀ Previous](#)
[Next ▶](#)