About history event reports

A history event report summarizes the activity for one or more selected types of events, during a specified time period, within one or more selected projects or libraries.

An event report can summarize activities that occurred as long as one year ago.

Event reports are generated as comma-separated value (`.csv`) files that can be saved and opened in Excel or other spreadsheet software.

When you generate a report at the customer level, you can include event history for all active projects and/or all active libraries or for a specific project or library. You can also include event history for projects or libraries that were deleted from the system.

When you generate a report at the project or library level, you can include event history only for the project or library that you are currently in.