

# Event History

The Event History screen is used to manually create [consumption sites events](#) or [device events](#) for a specific site. If you want to create a new device or site event, open this screen via **Consumption Sites > Create Event toolbar button**. If you need to view existing event records, refer to [How to Open an Event History record](#).

Device event or consumption site event is manually created or auto-generated on any of the following processes.

1. When the Device Actions is used. See [Device Actions](#)
2. When the Create Event is used. See [Event History](#)
3. When a delivery is put on hold. See [How to Put a Delivery On Hold](#)
4. When a delivery is put off hold. See [How to Put a Delivery Off Hold](#)
5. When a site is reassigned. See [How to Reassign a Consumption Site](#)
6. When a device is attached. See [How to Attach a Company Owned device](#) and [How to Attach a Customer Owned device](#)
7. When the Event Automation is used. See [Event Automation](#)
8. When a device Lease Invoice is generated. See [How to Generate a Device Lease Invoice](#)

## Field Description

**Date** - This will default to the system date. You can enter a new date if needed.

**Type** - Select the event type that you wish to create. This is a required field.

**Level** - This will define the whether the event is a Consumption Sites or a Device level event.

**Consumption Site ID** - This is a read-only field which will display the site ID which the event will belong to.

**Device ID** - This is a read-only field which will display the device ID which the event belongs to. This is populated only when creating a [Device Event](#).

**Customer Number** - This is a read-only field which will display the customer number which the event belongs to.

**Description** - This is blank by default, but will display the event description after a Type is selected. Enter additional description if needed.

**Device Type** - This is a read-only field which will display the device type of the device which the event belongs to. This is populated only when creating a [Device Event](#).

**Device Serial Number** - This is a read-only field which will display the serial number of the device which the event belongs to. This is populated only when creating a [Device Event](#).

**Device Ownership** - This is a read-only field which will display the ownership of the device which the event belongs to. This is populated only when creating a [Device Event](#).

**Performer ID** - Select the ID who will perform the event.

**User ID** - This is a read-only field which will display the user ID of the user logged on the system when the event is created.

## Pages

- [How to Open an Event History record](#)
- [How to Create a Consumption Sites Event](#)
- [How to Create a Device Event](#)
- [How to Delete an Event History record](#)