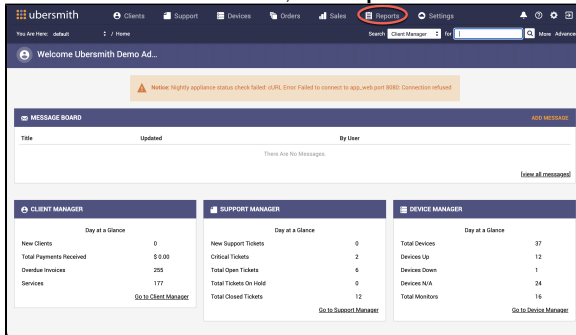


# Using the Active Sessions Report

The Active Sessions report lists all your users and clients currently logged in to Ubersmith.

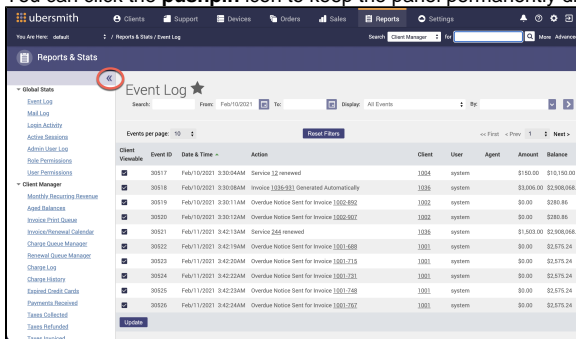
## Accessing the Active Sessions Report

1. From the Ubersmith *Dashboard*, click **Reports**.

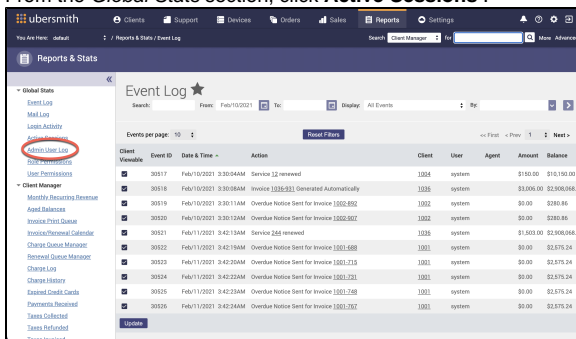


The *Reports & Stats* page appears.

2. On the *Reports & Stats* page, click the **Reports & Stats Panel** arrows to toggle the panel on. You can click the **pushpin** icon to keep the panel permanently displayed.



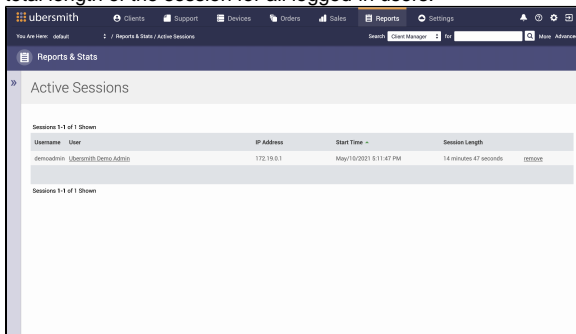
3. From the *Global Stats* section, click **Active Sessions**.



The *Active Sessions* report appears.

## Reading the Active Sessions Report

- The *Active Session* report displays the user name, full name, IP address, date, time, and the total length of the session for all logged-in users.



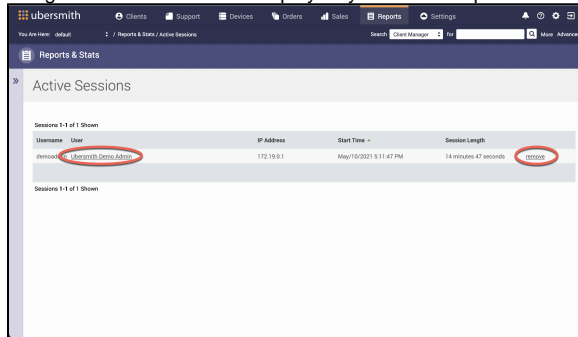
On this page:

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## Viewing Details About Active Sessions

- Clicking on a user's name link opens their *Admin User Log* report.
- Clicking remove on a user's name logs them out of Ubersmith, and they will then be prompted to log back in. This function displays if you have that permission.



## Related Topics

Logging Out of Ubersmith

[Managing Users](#)