

Turn Office 365 audit log search on or off

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<https://docs.microsoft.com/en-us/microsoft-365/compliance/turn-audit-log-search-on-or-off?view=o365-worldwide>

You (or another admin) must turn on audit logging before you can start searching the Office 365 audit log. When audit log search in the Security & Compliance Center is turned on, user and admin activity from your organization is recorded in the audit log and retained for 90 days, and up to one year depending on the license assigned to users. However, your organization may have reasons for not wanting to record and retain audit log data. In those cases, a global admin may decide to turn off auditing in Office 365.

Important

If you turn off audit log search in Office 365, you can't use the Office 365 Management Activity API or Azure Sentinel to access auditing data for your organization. Turning off audit log search by following the steps in this article means that no results will be returned when you search the audit log using the Security & Compliance Center or when you run the **Search-UnifiedAuditLog** cmdlet in Exchange Online PowerShell. This also means that audit logs won't be available through the Office 365 Management Activity API or Azure Sentinel.

Before you begin

- You have to be assigned the Audit Logs role in Exchange Online to turn audit log search on or off in your Office 365 organization. By default, this role is assigned to the Compliance Management and Organization Management role groups on the **Permissions** page in the Exchange admin center. Global admins in Office 365 are members of the Organization Management role group in Exchange Online.

Note

Users have to be assigned permissions in Exchange Online to turn audit log search on or off. If you assign users the Audit Logs role on the **Permissions** page in the Security & Compliance Center, they won't be able to turn audit log search on or off. This is because the underlying cmdlet is an Exchange Online cmdlet.

- For step-by-step instructions on searching the Office 365 audit log, see [Search the audit log in the Security & Compliance Center](#). For more information about the Office 365 Management Activity API, see [Get started with Office 365 Management APIs](#).

Turn on audit log search

You can use the Security & Compliance Center or PowerShell to turn on audit log search in Office 365. It may take several hours after you turn on audit log search before you can return results when you search the audit

log. You have to be assigned the Audit Logs role in Exchange Online to turn on audit log search.

Use the Security & Compliance Center to turn on audit log search

1. In the Security & Compliance Center, go to **Search > Audit log search**.

A banner is displayed saying that auditing has to be turned on to record user and admin activity.

2. Click **Turn on auditing**.

Audit log search

! To use this feature, turn on auditing so we can start recording user and admin activity in your organization. When you turn this on, activity will be recorded to the Office 365 audit log and available to view in a few hours.

Search

↶ Clear

Activities

Show results for all activities ▾

Start date

2019-09-23



00:00



End date

2019-10-01



00:00



Users

Show results for all users

File, folder, or site ⓘ

Add all or part of a file name, folder name, or URL.

🔍 Search

Results

Date ▼

IP address

User

The banner is updated to say the audit log is being prepared and that you can search for user and admin activity in a few hours.

Use PowerShell to turn on audit log search

1. [Connect to Exchange Online PowerShell](#)
2. Run the following PowerShell command to turn on audit log search in Office 365.

PowerShellCopy

```
Set-AdminAuditLogConfig -UnifiedAuditLogIngestionEnabled  
$true
```

A message is displayed saying that it may take up to 60 minutes for the change to take effect.

Turn off audit log search

You have to use remote PowerShell connected to your Exchange Online organization to turn off audit log search. Similar to turning on audit log search, you have to be assigned the Audit Logs role in Exchange Online to turn off audit log search.

1. [Connect to Exchange Online PowerShell](#)
2. Run the following PowerShell command to turn off audit log search in Office 365.

PowerShellCopy

```
Set-AdminAuditLogConfig -UnifiedAuditLogIngestionEnabled  
$false
```

3. After a while, verify that audit log search is turned off (disabled). There are two ways to do this:

- In PowerShell, run the following command:

PowerShellCopy

```
Get-AdminAuditLogConfig | FL
```

```
UnifiedAuditLogIngestionEnabled
```

The value of `False` for the *UnifiedAuditLogIngestionEnabled* property indicates that audit log search is turned off.

- In the Security & Compliance Center, go to **Search > Audit log search**.

A banner is displayed saying that auditing has to be turned on in order to record user and admin activity.