View Sent Emails

Once an email has been sent from within the campaign, it will generate in the sent log from the **Admin Navigatio**n > **Communications** > **Email** > **Sent** page.

1. Click on a sent email.
2. Content preview will populate on the right.
3. The date and time stamp of when the message was sent will be illustrated on this sent log.

Note: Only messages that were sent from the custom email section will generate in the sent message log. Automated system generated messages (i.e. welcome message), will not populate.

SUBJECT	MESSAGE DETAIL
Missing Contact Info sent 07/10/18 10:42 PM	**To** Kirsten Primozic (kirsten.primozic@gesture.com) **Subject** Missing Contact Info **Body** Hello, We just wanted to let you know that your profile is still incomplete. To make sure that your registration for the event will run as smoothly as possible, we ask that you please click the link below to complete your profile before attending. We want your event experience to be a memorable one, and making sure that you have more time at the party and less time standing in line would help to ensure that! ##PROVIDECONTACTINFO##