

Sent Message Log (Messenger 2.0)

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PATH: *Messenger > Sent Message Log*

The Sent Messages Log allows you to review inbox, email, voice, and text messages that you have sent. The Sent Message Log includes all of the same information for Messenger 2.0 messages as it does for Messenger 1.0 messages.

The **Messenger 2.0 Filter Criteria Detail** section includes the recipient parameters that were selected when the message was created and helps with message troubleshooting and replicating. The filter criteria can include the following details: to whom the message was sent, the School Year, selected Calendars, Student Grade Levels, Staff Roles, Student/Staff Ad Hoc Filters, and the Preferred Language.

Messenger 2.0 Filter Criteria Detail Example

The screenshot shows the 'Sent Message Log' interface. At the top, there is a search filter for 'Created Between' with dates '04/25/2022' and '04/25/2022', and a 'Find Messages' button. Below this is a table titled 'Sent Message Log' with columns: Status, Message Type, District/School, Message Subject, Sender, Date Created, Date Scheduled, and ScheduleID. Two rows are visible, with the first row highlighted in blue and a red box around it. A red arrow points from this row to a 'Messenger 2.0 Filter Criteria Detail' panel below. The panel contains the following details:

- Send To:** Students, Staff
- School Year:** 21-22
- Calendars:** 21-22 Harrison High
- Student Selection:** Filter Students
- Active Students Only:** Yes
- Grade Level Filters:** 12
- Student Ad Hoc Filters:** Administrator, Demo: Parking 11 and 12
- Student Ad Hoc Operation:** Union
- Staff Selection:** Filter Staff
- Staff Roles:** Advisor
- Include District Staff:** No
- Staff Ad Hoc Filters:** Administrator, Demo: Staff; Administrators: Harrison High School Teachers
- Staff Ad Hoc Operation:** Union
- Preferred Language:** No Language Preference

See Also

- [Search for Messages in the Sent Message Log](#)

- [Print a Sent Message Report](#)
 - [Cancel In-Progress or Waiting Messages](#)
 - [Screen Examples and Field Descriptions for the Sent Message Log](#)
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