

Email and Printing Status

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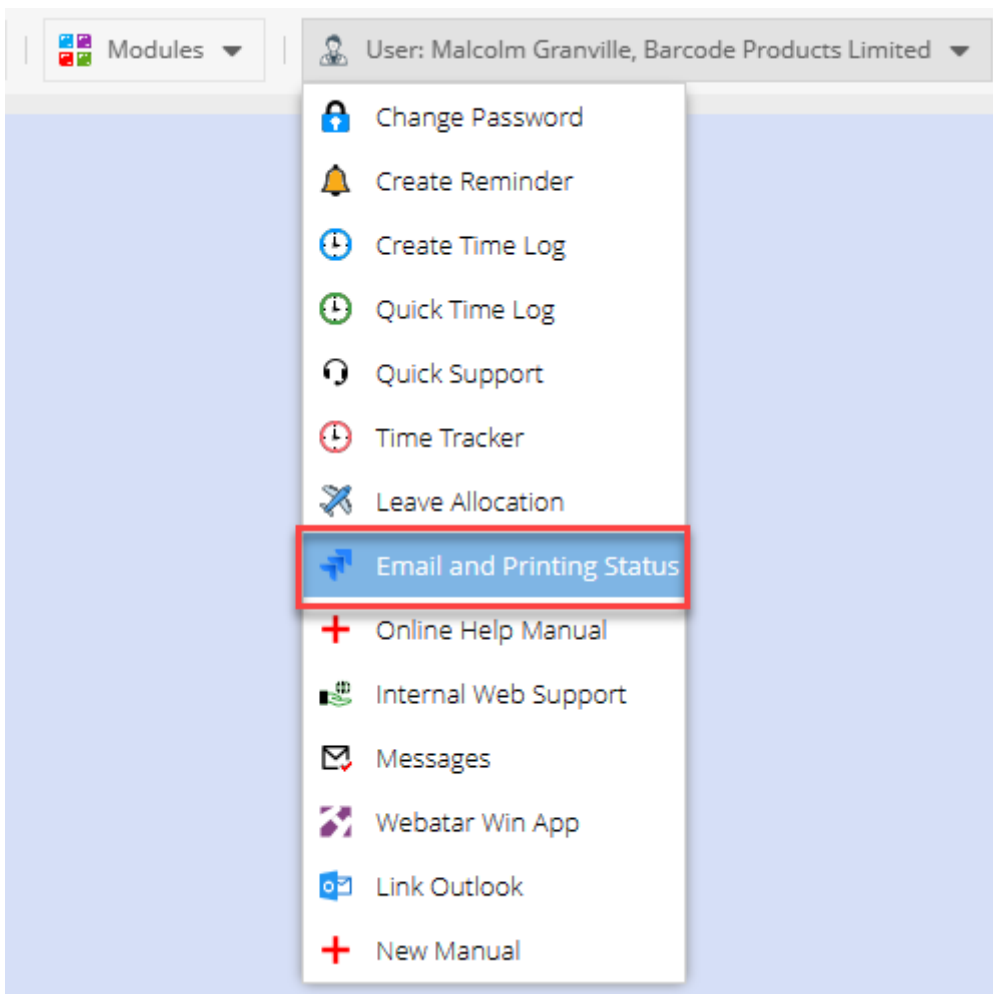
Emails out of the system are logged to verify that an email has been sent.

This verification does not reflect whether the person has received the email or read the email.

It is an indication that it was sent to the mail server to be sent to the client.

This is the same as you have delivered your letter to the post box but it may not have been delivered to the person yet.

This section gives information on whether it was successful or not and what the error could be if the email was not able to be delivered to the mail server.



Email and printing status

The dropdown for the user will default to the User that is logged in so that it filters emails on logged in user.

Printing Status

Printing Status

Search

View

Details

Download

Export Grid

Delete

Delete All

Close

Mailing Type: All

User: All

Date From: 2022-07-18

Date To: 2023-08-18

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#	Date Sent	Time Sent	Printing Type	Printing Status
1	2023-07-31	21:38:06	Email	Successfully Emailed Purchase Order To: malcolm@erpsolutions.co.nz;malcolm@erpsolutions.co.nz
2	2023-07-31	11:59:28	System Email	Purchase Order To GRV - Completed - Recipients :
3	2023-07-12	08:34:40	System Email	Purchase Order To GRV - Completed - Recipients :
4	2023-05-31	18:52:57	System Email	Purchase Order To GRV - Completed - Recipients :
5	2023-05-16	19:06:03	System Email	Purchase Order To GRV - Completed - Recipients :
6	2023-05-16	18:38:22	System Email	Purchase Order To GRV - Completed - Recipients :
7	2023-04-18	10:48:57	Email	Successfully Emailed Quote To: malcolm@erpsolutions.co.nz;malcolm@erpsolutions.co.nz
8	2023-04-18	10:45:32	Email Reminder	Email not sent : Reminder To and Reminder From is the same person for Reminder No. MG1
9	2023-03-27	19:54:12	Email	Successfully Emailed Approval to: craigbenj@outlook.com
10	2023-03-16	11:59:37	System Email	Purchase Order To Delivery Note - Completed - Recipients :
11	2023-03-15	20:56:28	Email	Successfully Emailed Common To: malcolm@erpsolutions.co.nz;malcolm@erpsolutions.co.nz

Search	Searches for logged emails based on criteria
View	View the error
Details	See details of the email log
Download	Download file where applicable
Export Grid	Export the email grid
Delete	Delete the single selected log
Delete All	Delete all logs
Mail Type	Set to All by default Select from: Email, Email reminder, Automatic invoice processing, debtors statement emails, system email, bulk emailing remittance
User	List of users in the system, filter by email sent by this user
Date From	Goes back one month from today
Date To	Set to today's date

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