

# Messages Report

Last Modified on 12/20/2017 2:03 pm CST

## Messages

Purpose: This report is designed to allow you to find any message logged in the system. It gives you a list of different record types that a message could be linked to, such as an employee or customer. This way you can filter for just messages linked to an employee only, or you can filter for any message linked to an employee or a customer, etc.

Start Date	<input type="text" value="8/1/2017"/>	End Date	<input type="text" value="11/14/2017"/>
Rep Name	<input type="text" value="**All Inactive &amp; TW Reps**"/>	Linked To	<input type="text" value="Employee, Customer, Conta"/>
Filter Type	<input type="text"/>	Filter	<input type="text"/>
Action	<input type="text" value="1st Recruiting Call"/>		

1 of 1 | 100% | Find | Next

## Messages

High Tech Staffing

Entity Level (HierId 2)



Messages created between: 8/1/2017 and 11/14/2017

Date	Employee	Customer	Contact	Order Id	Item Id
<b>Rep Name: alexander.swanson</b>					
<b>Action: 1st Recruiting Call</b>					
9/20/2017 11:45 AM	Pritchett, Jay				
Talked to Jay super cool guy Loves basketball and working outside					
10/16/2017 10:07 AM	Machio, Ralph				
Reach out curious about our services will talk in a month					
11/13/2017 10:15 AM	Garret, Thomas				
Called to see if he was looking for work he said YES!					
				<b>Total Messages for Action - 1st Recruiting Call</b>	<b>3</b>
				<b>Total Messages Logged by - alexander.swanson</b>	<b>3</b>
<b>Rep Name: shawna.bradt</b>					
<b>Action: 1st Recruiting Call</b>					
10/3/2017 4:55 PM	Williams, Zeke	The Tile Shop		4295077815	4301386324
First day check in complete.					
				<b>Total Messages for Action - 1st Recruiting Call</b>	<b>1</b>
				<b>Total Messages Logged by - shawna.bradt</b>	<b>1</b>

## Parameters:

1. Start Date: Starting message creation date of your desired date range.
2. End Date: Ending message creation date of your desired date range.
3. Rep Name: A drop- down list of all service reps in the user's current hierarchy. Is a multi-value parameter so they can select all reps, just one specific rep or any combination

of different reps in the list.

4. **Linked To:** A drop-down list of all the different record types that a message can be linked to. Is a multi-value parameter so they can select all different types, just one specific type or any combination of different types in the list.

5. **Filter Type:** A drop-down list that determines what record type the 'Filter' parameter will filter on.

6. **Filter:** A free text field that filters on the name of the selected 'Filter Type' parameter.

7. **Action:** A drop-down list of message actions. Is a multi-value parameter, therefore you can select all action codes, just one specific code or all action codes.

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