



myMPS

Enhancements guide

Bulk message history

To view the history of Bulk messages that have been sent out:

1. Go to the '**Admin**' tab,
2. Click on '**Bulk communications**', and
3. select '**Bulk comms history**'.

Select the date ranges that you want to search for and click '**Search**'.

The screenshot shows the 'Admin' tab selected in the top navigation bar. On the left sidebar, 'Bulk communications' is expanded, and 'Bulk comms history (6)' is selected. The main area displays a table titled 'Bulk Communications History' with search filters for 'From date' (05/01/2019) and 'To date' (05/07/2019). The table contains the following data:

Date	Branch	Patient Age (years)	Patient Gender	No. of Patients	Message Type
26/04/2019 12:01:05	Main	All	All	3	SMS
30/04/2019 10:39:34	Century City	18 - 79	Female	2	SMS
29/04/2019 12:28:25	Century City	23 - 65	All	5	SMS
29/04/2019 11:46:42	Main	23 - 65	All	2	SMS
23/04/2019 12:28:11	Century City	>= 40	Male	1	SMS
15/04/2019 13:40:47	Century City	All	All	4	SMS

Clicking on the will bring up what message was sent.