

# Viewing Sent Emails

4 Steps [View most recent version](#) 

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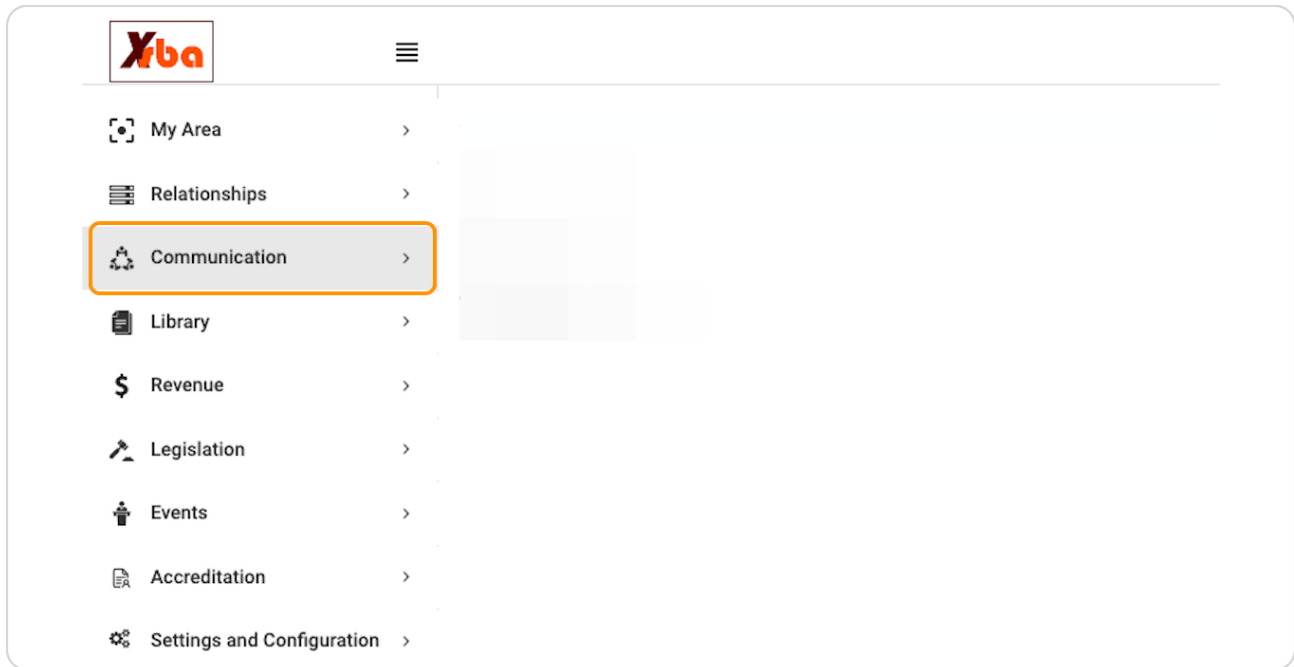
Created by  
Engagifii Inc.

Creation Date  
October 18, 2023

Last Updated  
October 18, 2023

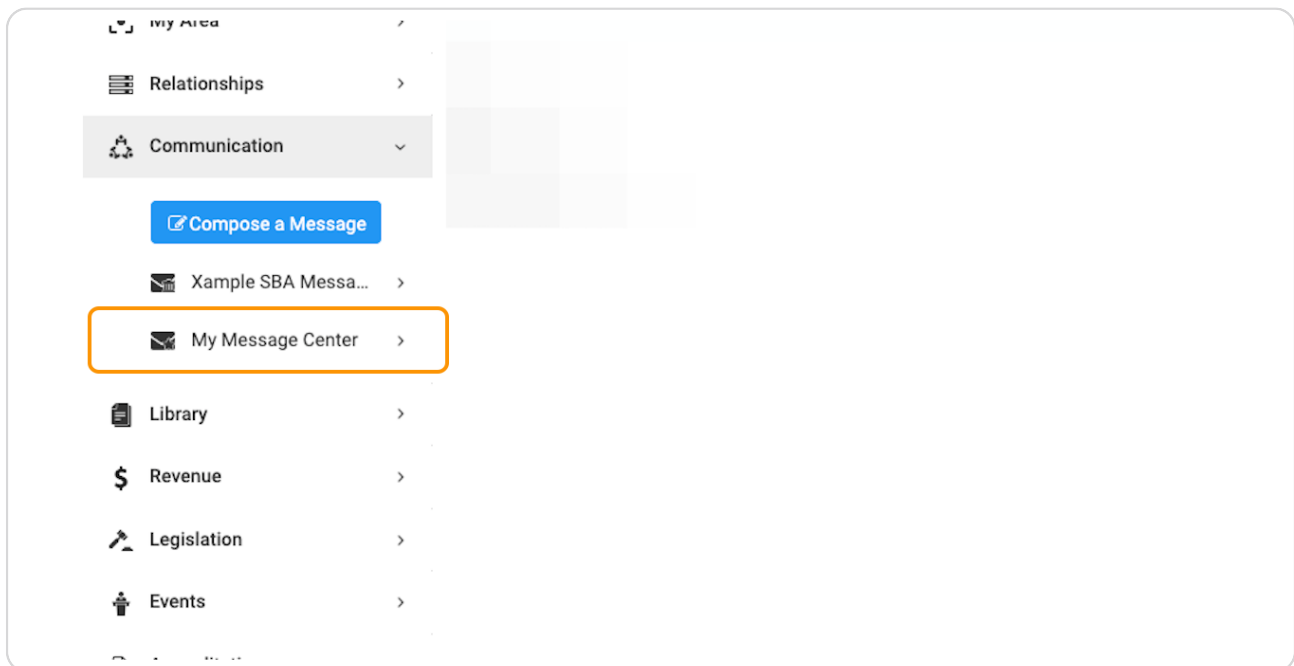
## STEP 1

### Click on Communication



## STEP 2

### Click on My Message Center



### STEP 3

Click on Sent...



### STEP 4

You can now see all of the sent emails and who they were sent to, an individual, multiple people or groups.

