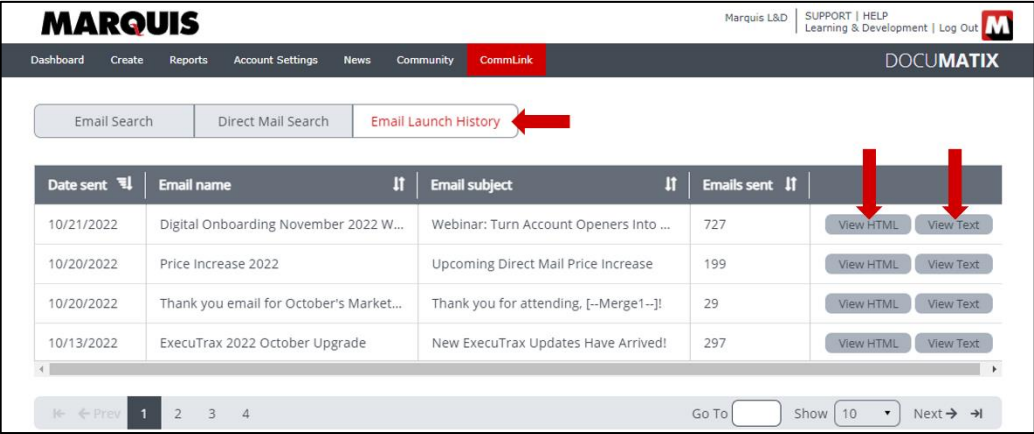


MARQUIS

DMX321	Email Launch History																														
	Use this step-by-step process to view the email launch history.																														
Order of Steps	Tasks																														
Step 1	Log into DocuMatix																														
Step 2	Click CommLink in the main menu																														
Step 3	Click Email Launch History																														
Step 4	Click View HTML or View Text to view the email campaign																														
	 <p>The screenshot shows the Marquis DocuMatix interface. At the top, there is a navigation bar with 'CommLink' highlighted. Below the navigation bar, there are three tabs: 'Email Search', 'Direct Mail Search', and 'Email Launch History', with the latter being selected and highlighted by a red arrow. Below the tabs is a table of email campaigns. The table has columns for 'Date sent', 'Email name', 'Email subject', and 'Emails sent'. The first row is highlighted, and 'View HTML' and 'View Text' buttons are shown next to it, with red arrows pointing to them. At the bottom of the table, there is a pagination bar with 'Go To' and 'Show 10' options.</p> <table border="1"><thead><tr><th>Date sent</th><th>Email name</th><th>Email subject</th><th>Emails sent</th><th>View HTML</th><th>View Text</th></tr></thead><tbody><tr><td>10/21/2022</td><td>Digital Onboarding November 2022 W...</td><td>Webinar: Turn Account Openers Into ...</td><td>727</td><td>View HTML</td><td>View Text</td></tr><tr><td>10/20/2022</td><td>Price Increase 2022</td><td>Upcoming Direct Mail Price Increase</td><td>199</td><td>View HTML</td><td>View Text</td></tr><tr><td>10/20/2022</td><td>Thank you email for October's Market...</td><td>Thank you for attending. [--Merge1--]!</td><td>29</td><td>View HTML</td><td>View Text</td></tr><tr><td>10/13/2022</td><td>ExecuTrax 2022 October Upgrade</td><td>New ExecuTrax Updates Have Arrived!</td><td>297</td><td>View HTML</td><td>View Text</td></tr></tbody></table>	Date sent	Email name	Email subject	Emails sent	View HTML	View Text	10/21/2022	Digital Onboarding November 2022 W...	Webinar: Turn Account Openers Into ...	727	View HTML	View Text	10/20/2022	Price Increase 2022	Upcoming Direct Mail Price Increase	199	View HTML	View Text	10/20/2022	Thank you email for October's Market...	Thank you for attending. [--Merge1--]!	29	View HTML	View Text	10/13/2022	ExecuTrax 2022 October Upgrade	New ExecuTrax Updates Have Arrived!	297	View HTML	View Text
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