

Sequence Step Recipients report 🗝️

This article applies to:

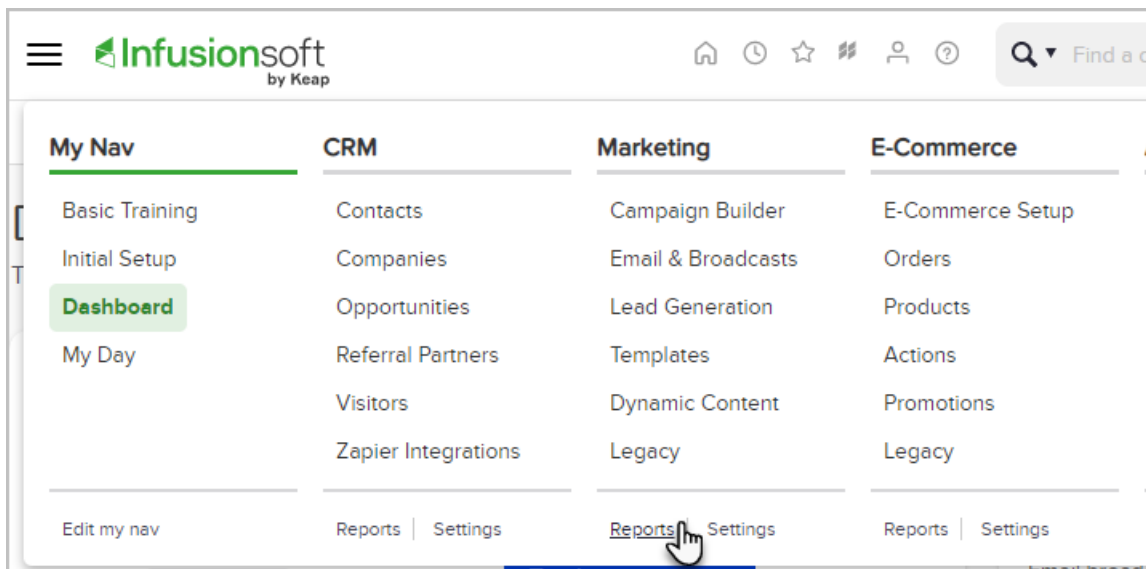
[Max Classic](#)

You are currently only able to see results from the last 30 days

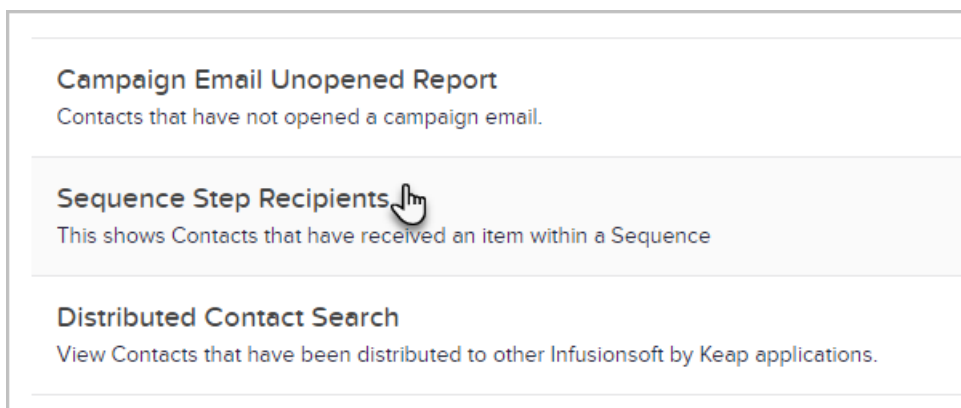
The Marketing Sequence Step Recipients report shows contacts that have received an item from an automated sequence in one of your campaigns.

This report includes all existing contacts who have received the selected step (e-mail, voice broadcast, etc). It does not include deleted contacts, which may result in a difference between the total number of records displayed in the report and the number displayed on the step in the Campaign Builder.

1. Navigate to **Marketing > Reports**



2. Click **Sequence Step Recipients**



3. Enter any search criteria including specific campaigns or sequences to limit the the report to searching

First Name
 Last Name
 Primary Email
 Campaign
 DND - Jon's Follow-Up
 DND - Trigg
 dnd fitness internal
DND Jimmy Talbert
 DND Phillip / Rogan
 DND Retay

4. Set time frames to search for by entering exact dates or selecting a date interval

Flow Item
 Tags
 Last 30 Days
 Last 90 Days
 Last 12 Months
 This Week
This Month
 This Year
 Week To Date
 Month To Date
 Year To Date
 Processed Date
 Processed Date Interval

5. Click Search

Tags 2
 Type to search...
 Processed Date -
 Processed Date Interval
 Processed Date Custom Interval days ago and/or

6. Your report will include existing contacts that have received a selected step, along with the name of the campaign, sequence, step and date the action was processed

1 results 50 per page

<input type="checkbox"/>	Name	Campaign Name	Sequence Name	Step Name	Processed Date
<input type="checkbox"/>	Adrian Grullon reyes	DND Jimmy Talbert	follow up	follow up	9/9/2020 11:49 AM