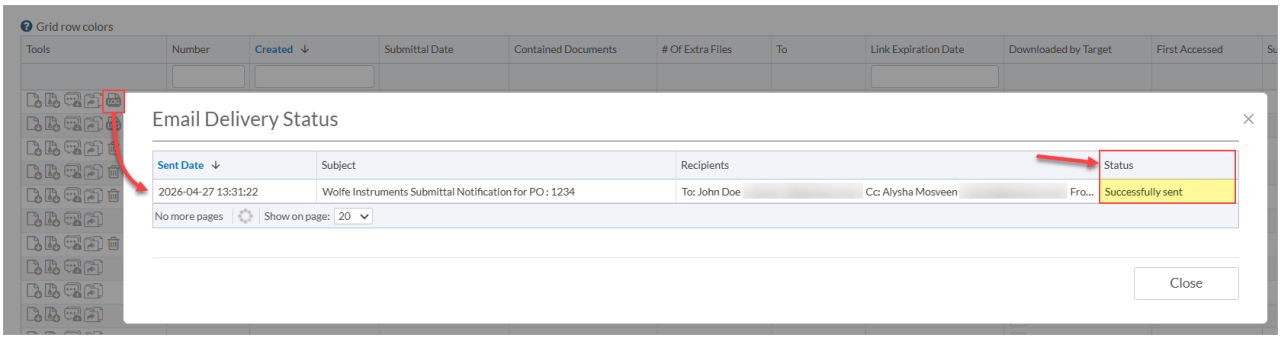
Log for Sent Emails

09/28/2026 9:02 am MDT

To view the email delivery status of an outgoing submittal, navigate to **Project Menu > Cards In/Out > Outgoing Submittals** and expand the "Submittals" section. Under the "Tools" column, there is a "Log" icon. Click on the icon to open the email delivery status log.

The delivery status of the email will show in the "Status" column. If the email was delivered, it will show as "Successfully sent".



When an email is not successfully delivered, the user who sent the outgoing submittal will be notified via email in order for them to review. Emails cannot be successfully delivered when:

- The email address of a recipient is not valid
- The message size exceeds the fixed maximum