

Update Campaign Dates

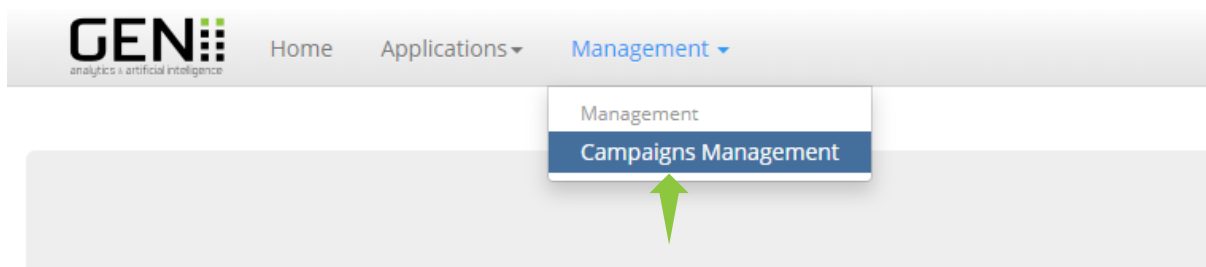
Roles and Permissions: Client Admin / Genii Admin

Urgent: Unless you have been trained on the other aspects of this page (Edit Campaign) please don't change anything else as it has a direct and immediate effect the campaign.

Scope: To update the campaign dates allowing for captures during a specific timeframe.

From the Home page:

Go to Management then Campaigns Management



Select the Overview menu of the campaign you wish to update.

Selected Status:		RUN			
ID	Description	Company	Product	Revision	Status
16	Finance AQA PAIA	Finance	QuantumAQA	87	RUN
13	Finance Collections AQA	Finance	QuantumAQA	140	RUN
6	Finance Collections AQA English Pilot	Finance	QuantumAQA	339	RUN
7	Finance Collections AQA Vernac Pilot	Finance	QuantumAQA	87	RUN

Select Edit Campaign on the Overview page

Overview of Campaign

Campaign: Finance | Collections | AQA

Details of Campaign

Overview | [Report](#)

CampaignID:	13	Remarks:
Description:	Finance Collections AQA	Captured Calls:
Campaign Status:	RUN	Daily Captured:
Configuration:	QuantumAQA	Available Sample:
		Randomizer: Next

Edit Campaign

Reset Sample Allocation

Capture Assessment

Campaign Form Wizard

Assign Users

Filter

Start Call Date : 01-Jul-2019 | End Call Date : 30-Sep-2019

Select the Start Date and Completion Date you require.

Edit Campaign

Campaign: Finance | Collections | AQA

Description

Finance | Collections | AQA

Status

RUN

Campaign Configuration

QuantumAQA

Assessment Target

0.00

Campaign Type

WhyOnly

Start Date

01-Jul-2019

Completion Date

30-Sep-2019

Remarks

Instructions

Please note:

1. This date range will become the default on all date filters across the app, including but not limited to the Overview, Reporting and Interactive Dashboards.
2. Best Practice says that you open the date range for 2 months. Your current and previous months' call dates. This will allow you to audit the previous months assessments and capture the current month.

Scroll down to the bottom of the page and select Save

☒ Enable System Ref No
 ☐ Enable Repeat Call

Campaign Revision And Template Details

The detail below references the template and template revision. When campaign changes are effected, the current revision will be incremented.

Based on Template:

Finance | Collections | AQA | Vernac Pilot

Template Revision:


71

Current Revision:

140

Save

Back to List



You will be returned to the Campaign Management page.

Campaign Management

Selected Status: RUN

ID	Description	Company	Product	Revision	Status				
16	Finance AQA PAIA	Finance	QuantumAQA	87	RUN	Overview	Reporting	Dashboard	Coaching Feedback Export
13	Finance Collections AQA	Finance	QuantumAQA	140	RUN	Overview	Reporting	Dashboard	Coaching Feedback Export
6	Finance Collections AQA English Pilot	Finance	QuantumAQA	339	RUN	Overview	Reporting	Dashboard	Coaching Feedback Export
7	Finance Collections AQA Vernac Pilot	Finance	QuantumAQA	87	RUN	Overview	Reporting	Dashboard	Coaching Feedback Export
5	Finance Customer Services AQA V2	Finance	QuantumAQA	259	RUN	Overview	Reporting	Dashboard	Coaching Feedback Export