

Campaigns | Build a historical report for campaigns

Introduction

Prerequisite: Log in to your manager account in CCAIP.

Scenario: In this exercise, you log into Google's CCAI Platform as a manager. Once logged in, create a historical report for campaigns.

Note: The historical report may not contain data.

Directions:

1. Navigate to **Reports** and select **Campaigns**
2. Select **campaign mode**.

*Note: For this exercise, select **preview campaign**.*

3. Choose a specific campaign or all campaigns configured in the **Campaign Manager settings**.

*Note: For this exercise, select **all campaigns**.*

4. Select the desired report(s).

Note: The title of the options may vary depending on the campaign type selected in step one.

*Note: For this exercise, select the **preview dialer summary report**.*

5. Choose your **Timeframe** and **Timezone** filters.
6. Click **Download**.