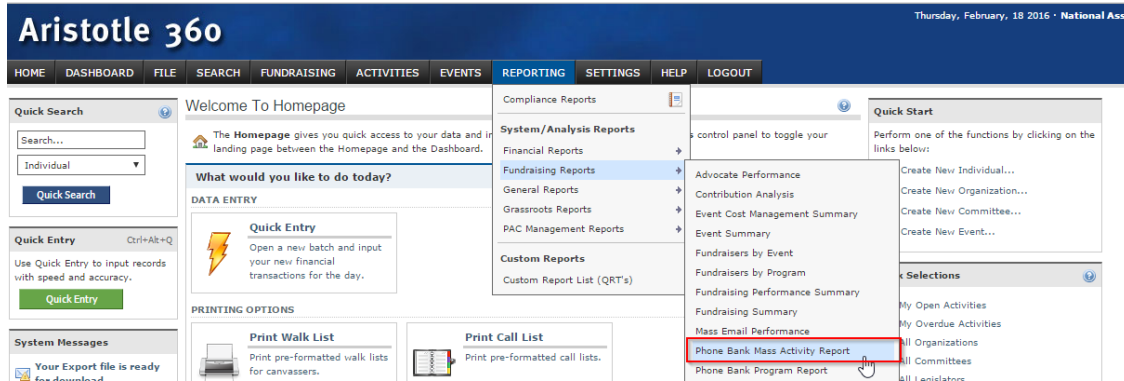


Running a Phone Bank Mass Activity Report

The Phone Bank Mass Activity Report shows detailed results of one (1) phone bank. Information available includes: total calls placed, call status for each target contacted, which volunteer (advocate) contacted each target, how many calls were made for each of the call statuses: contributed, emailed, declined, etc.

1. Go to Reporting>Fundraising Reports>Phone Bank Mass Activity Report.



2. Enter in the Mass Activity title (this is the name of your phone bank that you created in the Phone Bank Wizard). E.g. FL-Orlando March Phone Bank. Click Run Report.



3. A preview of the report will appear. Click the Save icon and select the file format. The best report formats are either Excel or PDF. Excel will allow you to sort the information.

