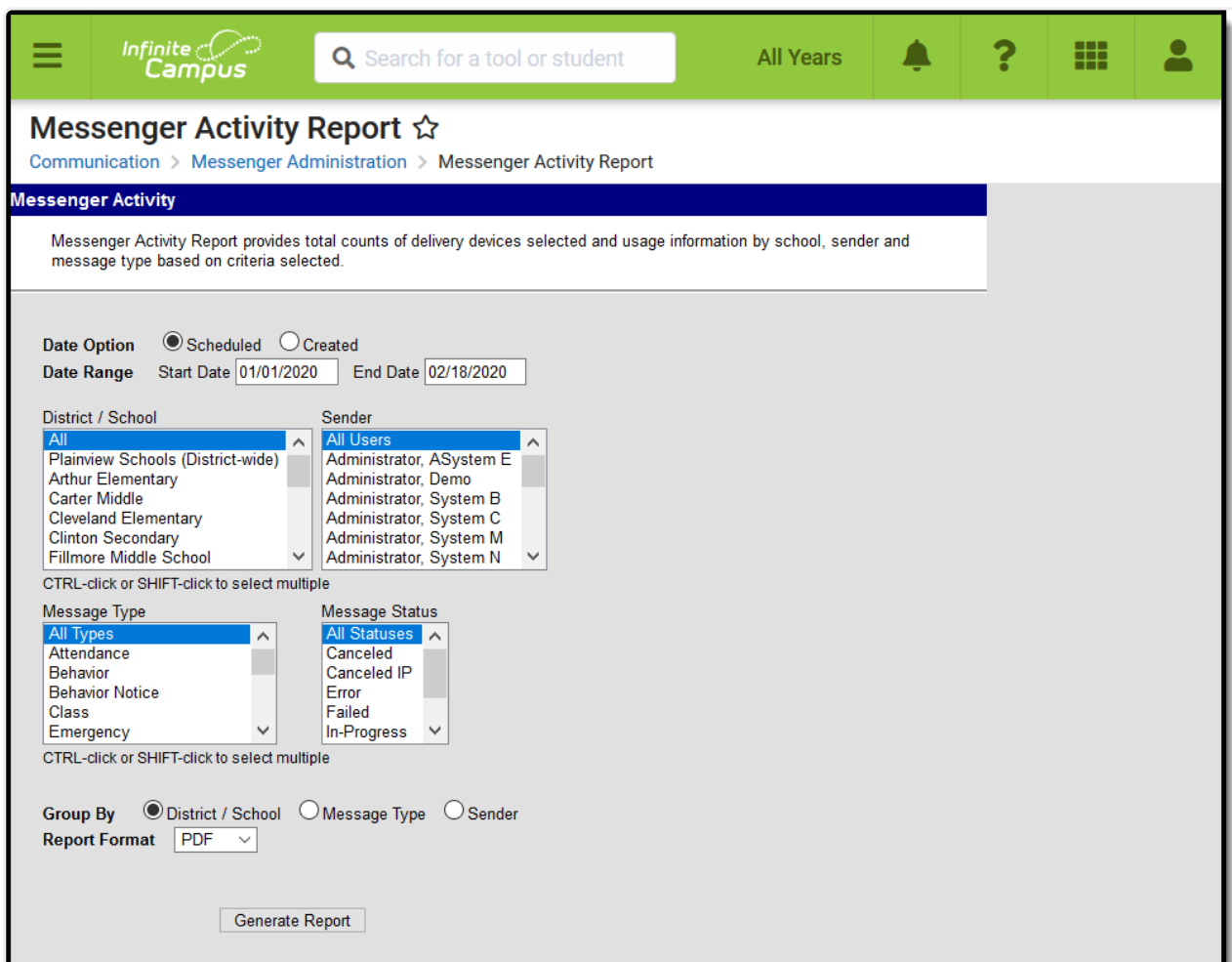


Messenger Activity Report Tool Rights

Last Modified on 07/24/2025 11:04 am CDT

The Messenger Activity Report provides message usage information by school, sender and message type based on selected criteria.

See the [Messenger Activity Report](#) article to learn more about how this tool is used.



The screenshot shows the 'Messenger Activity Report' tool interface. At the top, there's a navigation bar with the Infinite Campus logo, a search bar, and icons for 'All Years', notifications, help, and user profile. Below the navigation bar, the title 'Messenger Activity Report' is displayed with a star icon. A breadcrumb trail shows 'Communication > Messenger Administration > Messenger Activity Report'. A blue header bar reads 'Messenger Activity'. Below this, a text box explains: 'Messenger Activity Report provides total counts of delivery devices selected and usage information by school, sender and message type based on criteria selected.' The main form area includes several filters: 'Date Option' with radio buttons for 'Scheduled' (selected) and 'Created'; 'Date Range' with 'Start Date' (01/01/2020) and 'End Date' (02/18/2020) fields; 'District / School' and 'Sender' dropdown menus; 'Message Type' and 'Message Status' dropdown menus; 'Group By' radio buttons for 'District / School' (selected), 'Message Type', and 'Sender'; and a 'Report Format' dropdown set to 'PDF'. A 'Generate Report' button is at the bottom.

Messenger Activity Report

Available Tool Rights

User Groups only need **Read (R)** rights in order to be granted full access to this tool.

Suggested User Groups

- [Messenger](#)
- System Administrators (do not need a user group)

See [User Groups and Suggested Roles](#) for more information.
