

Updates to Tasks and User Activity

This week's Daxko Engage release contains a few updates to task features. We're introducing a new way to reassign tasks, as well as providing an export for the User Activity report. Plus, some minor maintenance items and defect fixes.

Reassign Tasks to a Team

Now, Supervisor users and above can choose to reassign tasks to a team of users, in addition to reassigning to an individual user. This is useful in scenarios when the task could be completed by anyone on a particular team in Daxko Engage.

The screenshot displays the Daxko Engage web application interface. At the top, the navigation bar includes 'Daxko Family Center', 'Groups', 'Initiatives', 'Tasks', 'Reports', and 'Engagement Resources'. A search bar and the 'daxko engage' logo are also present. Below the navigation bar, the breadcrumb trail shows 'Home > Tasks > Kathryn's Tasks'. The main content area is titled 'Kathryn's Tasks' with a 'Go back to my tasks' link. On the left, there's a list of tasks under the 'Past due' filter, including 'Member Thank You for Allyson Shumate', 'Member Thank You for James Watwood', 'Member Thank You for Kiran test', 'Member Thank You for Kindall Aaron', 'Member Thank You for Nina Punch', 'Member Thank You for Miley Cyrus', and 'Member Thank You for Dolly Parton'. The task 'Member Thank You for Dolly Parton' is selected, showing details: 'MEMBER THANK YOU', 'DUE 6/20/2020', and a description: 'Please call member and thank them for their membership. Ask them how things are going and if they have any questions. Let them know we are thankful for their participation at the Y.' A 'Reassign task' modal is open, with options to reassign to a 'User' (selected) or a 'Team'. A 'Choose a user' dropdown is visible. The modal also has 'Cancel' and 'Reassign task' buttons. On the right, there's a profile card for 'Dolly Parton', 55 years old, a member for 1 month, with contact information 'dolly@dolly.com' and '(205) 645-4743'. Below the profile card, there's a section for 'Initiatives that engage Dolly' with 'Member Thank You' and 'New Member Welcome Communication 1'. At the bottom, a note says 'FYI, Dolly doesn't have any notes.'

Export User Activity

With this release, users with Supervisor permissions and above have the ability to export from User Activity. Navigate to **Reports > User Activity**. Filter by **users** or **teams** and by the date range, then select **Export** to download a csv of the activity.

Additional Items and Defect Fixes

This release also includes a few small maintenance items and defect fixes. Read the [release notes](#) for more details.

The above features and fixes will be available on **Thursday, August 6**. If you have questions or feedback, please connect with support@daxko.com.