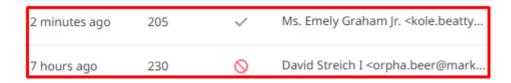## How to Download a Process Log

David Pinto - 2023-08-29 - Sylwadau (0) - Admin

Sometimes when troubleshooting a ticket query the Deskpro Support Team may ask for a Process Log from you. In order to access this file and send this over to us, simply follow the steps below:

1. Go to **Admin > Channels > Email > Outgoing Email/Incoming Emai**l

2. Locate the email in question, using the Filter to limit certain criteria if needed.

3. Once you have found the email, click on the ticket area:

4. After clicking on the ticket area, a sidebar will open. From there, you can click on **Log**, and you should now see the **Process Log** (underneath the Raw Source), and the option to download the Log:

If there is not a Process Log available for the Ticket in question here, then please let the Support Agent know.