

Assignment History FAQ

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Assignment History logs what left the Unassigned queue, where it went, and who sent it there. Answers to the common questions about how far back it reaches, who can open it, and what it leaves out.

How far back does Assignment History go?

It's built for recent activity, not long-term archive. Older assignments may fall outside the view. If you need a window the page won't reach, email us the doc name and the dates and we'll pull the record.

Who can see Assignment History?

The full company-wide log is a master admin view. Other roles may see a narrower slice or none at all — so check who's looking before concluding a doc isn't there.

Can I search it by the person who assigned the doc?

Yes. The log can be searched by doc, by transaction, and by the person who did the assigning, and narrowed to a date range.

Does it show deleted docs?

No — deleting isn't assigning. The deleted docs bin on the *Unassigned* page holds those, along with who removed each one and when.

What's the difference between Assignment History and a transaction's history?

This log covers the moment a doc left the queue; the transaction covers everything after. A transaction's own history is the fuller audit trail — uploads, assignments, deletions and reviews, searchable by activity type.

A doc isn't in Assignment History at all. What does that mean?

It was never assigned. Check the deleted docs bin next. If it isn't there either, the doc likely never reached Pipeline — turn on Doc Acknowledgement Emails and resend to confirm.

Learn More

Every doc filed out of Unassigned leaves a record — search it by doc, by transaction, or by the person who did the filing.

See [Assignment History](#)

Still Have Questions?

Didn't find your answer above? Email us at help@paperlesspipeline.com and we'll help.
