

How to Check Proposal History in Managely

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In Managely, users can check the history of a proposal with just a few clicks.

To check the history, follow the steps below:

1. Open the proposal in question.
2. Click the more button the top right corner.
3. Click on the history button.

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4. Expand the information by clicking the plus icon on the left hand-side (once expanded it will become a minus icon):

□

The steps above will provide a full history of that proposal.