

Reporting

How do I see already shared social media posts?

To see the posts that you have already shared on your Social Media account, please click on "**Social Media Posts**" -> "**Shared Posts**" in Blog2Social.
Choose of which blog post, you would like to see the shared social media posts and click on "**Details**".

The screenshot shows the Blog2Social interface. On the left, the 'POST MANAGEMENT' sidebar has 'Shared Posts' highlighted with a green arrow. The main area is titled 'Shared Posts' and contains several buttons: 'Share WordPress Content', 'Share New Link Post', 'Share New Text Post', 'Share New Image Post', and 'Share New Video Post'. Below these are filters for 'Search Title', 'all authors', 'shared by user', 'all categories & tags', and 'all post types'. There are also buttons for 'newest first', 'shared to network', 'sort', 'reset', and 'Mass delete posts'. A list of shared posts is displayed, including 'Experience the magic of the Christkindelmarkt in Nürnberg, Germany's larges...' (curated post), 'The Anatomy of a Perfect Blog Post [Infographic]', '4 Ways to be Authentic on Social Media (and Increase Engagement)', and 'How to Make Your Blog Look Professional'. Each post has a 'Re-share this post' button and a 'Details' button, with the 'Details' button for the first post highlighted by a green arrow.

A drop-down window will open and give you the following options and information:

1) show

- If you click this button Blog2Social will forward you to the shared post in the respective Social Network

2) delete from reporting

- If you click this button the post will be deleted from the listing of shared posts

3) Author / shared by user

4) Date and time when the post was shared on Social Media

5) Social Media Account (profile, page or group) the post was shared on / to

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