

In Ascent360's Email Design Library there are eight **email design statuses** based on how the emails are being sent.

1. **Draft:** A new or unpublished design that has not been sent.
2. **Completed:** An email that was once Recurring but the configured End Date has passed and is no longer being sent.
3. **Paused:** A recurring/automated email that has been manually paused. The design itself can be edited, but the sending configuration cannot be edited.
4. **Recurring:** A design with an active schedule occurring on a daily, weekly, monthly, or yearly cadence.
5. **Scheduled:** An email that is scheduled to be sent in the future. Scheduled emails can transition to Sent or Recurring based on the recurrence configuration.
6. **Sent:** An email sent one time.
7. **List Send:** An email sent as part of the List Send process. See [Send to a List](#)
8. **Triggered:** A design assigned as a confirmation email for a form.