

View Submitted Tasks

BEFORE - OOTB

Search for submitted tasks:

☐ Initiated by

☐ Approval tasks performed by

☐ Where task name equals

☐ Where task status equals

☐ Where task priority equals

☒ Submitted between and

☐ Show unsubmitted tasks

☐ Show approval tasks

☐ Search archive of submitted tasks

and return at most rows

View Submitted Tasks

AFTER

Search for submitted tasks:

☐ Initiated by

☐ Approval tasks performed by

☐ Performed on

☐ Where task name equals

☐ Where task status equals

☐ Where task priority equals

☒ Submitted between and

☐ Show unsubmitted tasks

☐ Show approval tasks

☐ Search archive of submitted tasks

and return at most rows

UPDATE THE IM ADMIN TASK "VIEW SUBMITTED TASK"

Modify Admin Task: View Submitted Tasks

Profile Search **Tabs** Fields Events Role Use

Configure Submitted Tasks

• = Required

• Name

• Tag

Hide Tab ☐

Show task list on load ☐

Show audit events ☐

Allow searching on Task ID ☐

Allow custom column ☐

Custom column heading

Custom column attribute

Cancel Tasks and Events

Resubmit Tasks and Events

Configure Performed On

User Search Screen