- Change "name" to "File Name" when adding a document
- *(my feedback) Hide related documents menu item on the left side out menu. Related documents only need to accessible from the policy display screens (add link or tab on these screens please).*
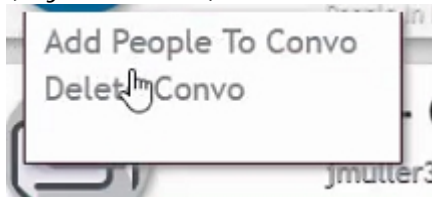- Increase number of related documents (30 mentioned by Kelly)

(my thoughts)

30 related files seems cumbersome to manage in the sharepoint.

maybe on the back end maybe use one related document that is a zip file? when you upload a document, add the file to the zip file and then update or add that one zip file to sharepoint.

Or stop using SharePoint to store these related documents. We don't need to search for them etc. They just need to be accessible from the policy in place where the policy is shown. Let me know what direction you want to take.
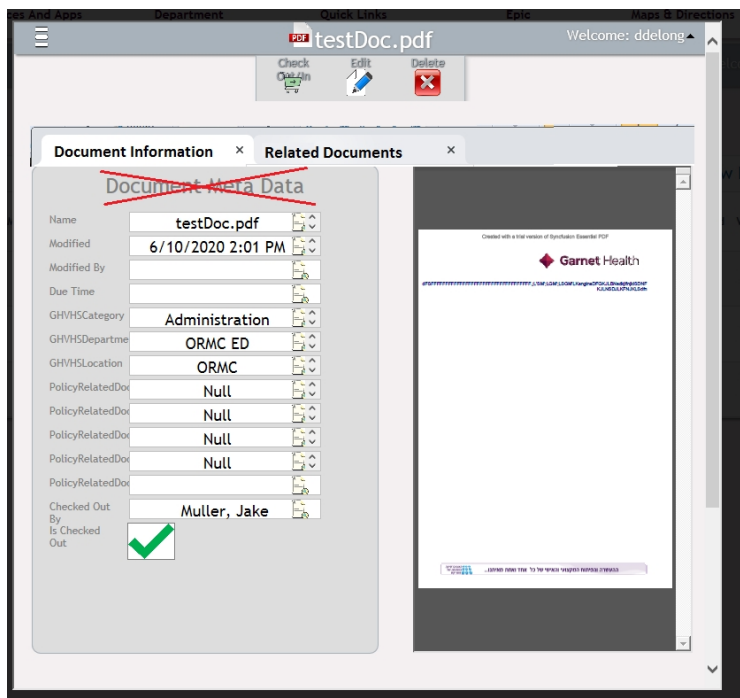
- *(my feedback) Rename convo as converation*

- Link to discussion from concurrer page
- Change text from "approve" to "concur" on approve button on my concurrences screen
- Currently Initiator is final approver. Give the ability to set to somebody else. Make choosing somebody else required, ie anybody but the initiator

- Tree menu on left: hide the individual files and instead convert category/location/department names to links, and link to those policies on a different page. *(my thoughts) maybe link to search screen with those documents displayed). This will negate the need to add additional search filters for location/dept/category on the search screen.*
- No delete button. Move to archive instead.
- Show delete button only for select users.

My thoughts on the document view screen with accessible related documents

testDoc.pdf

Welcome: ddelong ▲

Check Out-In

Edit

Delete

Related Documents ✕   **Document Information** ✕

Related Document 1. PDF ⟶

Related Document 2. PDF ⟶

Related Document 3. PDF ⟶

Related Document 4. PDF ⟶

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