



Default Approval Workflow Templates

The Approval Workflow Templates page enables administrators to create approval workflow templates for learning objects (LO). Upon implementation, a system-generated default template appears on the Approval Workflow Templates page for all portals and contains the approval workflow that exists at the time of the implementation of this enhancement.


To access the Approval Workflow Templates page, go to [Admin > Tools > Learning > Learning Preferences > Default Approval Workflow Templates](#).


Permissions

PERMISSION NAME	PERMISSION DESCRIPTION	CATEGORY
Approval Template Administration - Manage	Grants ability to manage approval templates that can be applied to learning objects. Defaults must be overridden at the learning object level by those who create and manage them. This permission can be constrained by OU, User's OU, and Training Type. This is an administrator permission.	Learning - Administration
Approval Template Administration - View	Grants ability to view approval templates that can be applied to learning objects. Defaults must be overridden at the learning object level by those who create and manage them. This permission can be constrained by OU, User's OU, and Training Type. This is an administrator permission.	Learning - Administration






















Approval Workflow Template

Approval Templates

 Create New Approval Template

 Search

(6 Results)

Approval Template Name	Created By	Options
ILT Training Approval Workflow	Rack, Kathryn	   
ILT Training Approval Workflow 2	Rack, Kathryn	    
New Hire Orientation	Blair, Kelli	   
Sales Training Approval Workflow	Baker, Paul	    
System-Generated Template	Admin, Cornerstone	  
Training Greater Than \$150.00	Rigg, Sara	