

Tasks

Tasks in ServiceNow are displayed as records that can be assigned to and/or completed by a user in ServiceNow. Task assignments will be determined by Users, Groups, and Roles in the Platform. Access the My Work and My Groups Work modules to view all tasks assigned to you or the group you're associated with. Want to know if a colleague is working on the same record? Use the User Presence feature to facilitate synchronous collaboration, all in real time! Stay up to date on where the progress is for the task through the journal fields for work notes and additional comments. Easily access the activity stream on a record or in a list to annotate and update records you are working on. And who needs sticky notes?! Use Visual Task Boards to transform your lists and forms into an interactive graphical experience. Now it's your turn, try your hand at Tasks in the Platform.