



1

Let's configure the email task.

Click the **email task** to get started.

proved

Take details from the request and make the asset.

Notify requested the asset was created.

End

Asynchronous ☐

Execution listeners

Skip expression

Is for compensation ☐

Multi instance

Multi instance type

None

Collection

Element variable

Element index variable

Cardinality

Completion condition

2

Select **Email properties**.

Model IdemailTask1

NameNotify requested the asset was created.

Documentation

Details

Email properties

PropertyValue

Execution

Asynchronous ☐

Execution listeners

Skip expression

Is for compensation ☐

3

First, we will configure the email to be sent to the requester and the admin. Click the **To** field.

AppsProcessesFormsDesign

From

To

Cc

Bcc

Subject

☒ Text

☐ Template

Body

☐ Text

☒ Html

☐ Template



# Penelope configures an email task

University Team

4



Type in the candidate users who will receive this email: `{user(${initiator})}` and `{role(Sysadmin)}`

Then, press the Enter key.

AppsProcessesFormsDesign

From

To

Cc

Bcc

Subject

Text

Template

Body

Text

Html

Template

5



Click `Subject`.

To

`{user(${initiator})}, {role(Sysadmin)}`

Cc

Bcc

Subject

Text

Template

Body

Text

Html

Template

1

6



Type `Your request was approved` and press the Enter key.

To

`{user(${initiator})}, {role(Sysadmin)}`

Cc

Bcc

Subject

Text

Template

Body

Text

Html

Template

1



# Penelope configures an email task

University Team

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We want to use an Html body because we will reference the form value for the asset name in the message.

Click **Html**.

Cc

Bcc

Subject ☒ Text ☐ Template

Your workflow was approved

Body ☐ Text ☒ **Html** ☐ Template

1

8



Click the **Body** text box.

Cc

Bcc

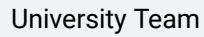
Subject ☒ Text ☐ Template

Your workflow was approved

Body ☐ Text ☒ **Html** ☐ Template

1

Advanced settings



Press the Enter key.

1



OK

Normal



Is for compensation ☐