

Creation of approval process

Approval Process Information

The Jump Start wizard creates a one-step approval process for you in just a few minutes.

Enter a name for your process in the box below and then select an email template to notify the approver (optional).

Name

Unique Name

Use Approver Field of Invoice Owner ☐

Approval Assignment Email Template

Add the Submit for Approval button and Approval History related list to all Invoice page layouts



Specify Entry Criteria

Use this approval process if the following :

Field	Operator	Value	
<input type="text" value="Invoice: Discount"/>	<input type="text" value="greater than"/>	<input type="text" value="10%"/>	AND
<input type="text" value="--None--"/>	<input type="text" value="--None--"/>	<input type="text"/>	AND
<input type="text" value="--None--"/>	<input type="text" value="--None--"/>	<input type="text"/>	AND
<input type="text" value="--None--"/>	<input type="text" value="--None--"/>	<input type="text"/>	AND
<input type="text" value="--None--"/>	<input type="text" value="--None--"/>	<input type="text"/>	

[Add Filter Logic...](#)

Select Approver

Using the options below, specify the user to whom the approval request should be assigned.

- ☐ Let the submitter choose the approver manually.
- ☐ Automatically assign an approver using a standard or custom hierarchy field:
- ☐ Automatically assign to queue.
- ☒ Automatically assign to approver(s).

User

[Add Row](#) [Remove Row](#)

When multiple approvers are selected:

- ☒ Approve or reject based on the **FIRST** response.
- ☐ Require **UNANIMOUS** approval from all selected approvers.