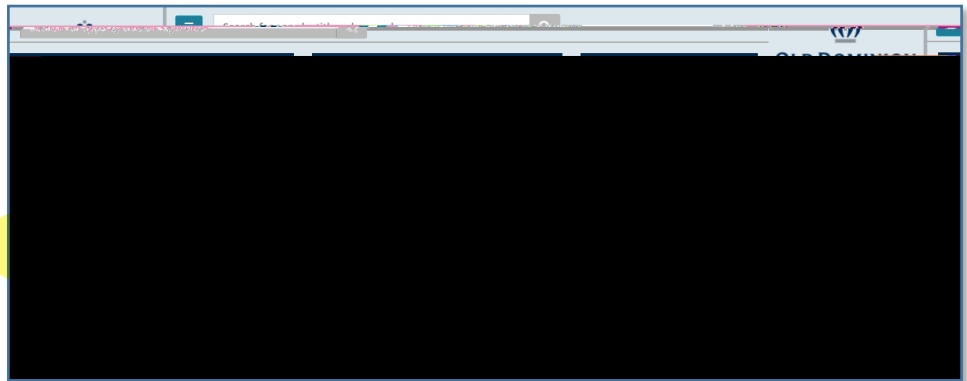




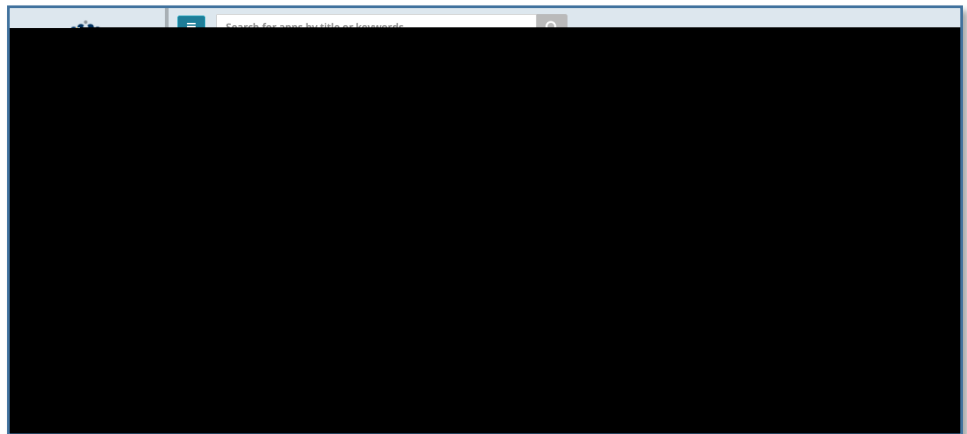
OLD



### My Tasks



### 2. New Work ow.



**Workflow**

Name  
Sample Form Workflow

Description

Form ID

Q

Sample Form

Description: This is your own description of the workflow.

Plus

**Approval Type**

<input checked="" type="checkbox"/> Supervisor	*
<input type="checkbox"/> WTE approver	*
<input type="checkbox"/> Budget Unit Director	B D *
<input type="checkbox"/> Budget Unit Director by Budget Code	B D **
<input type="checkbox"/> MIDAS Group	DA ( / / ) **
<input type="checkbox"/> Academic Advisor	**
<input type="checkbox"/> Chair of the Department	*
<input type="checkbox"/> Chair by Department	C **
<input type="checkbox"/> Dean or Submitter's Colleague	D // **
<input type="checkbox"/> Dean by College	D // **
<input type="checkbox"/> VP of Submitter's Budget Code	*
<input type="checkbox"/> VP by Budget Code	**
<input type="checkbox"/> Provost	

\* A

B

\*\*

.A

5.

Save.

**Notification Settings**

Notifications

Submitter

Approver

Reminders

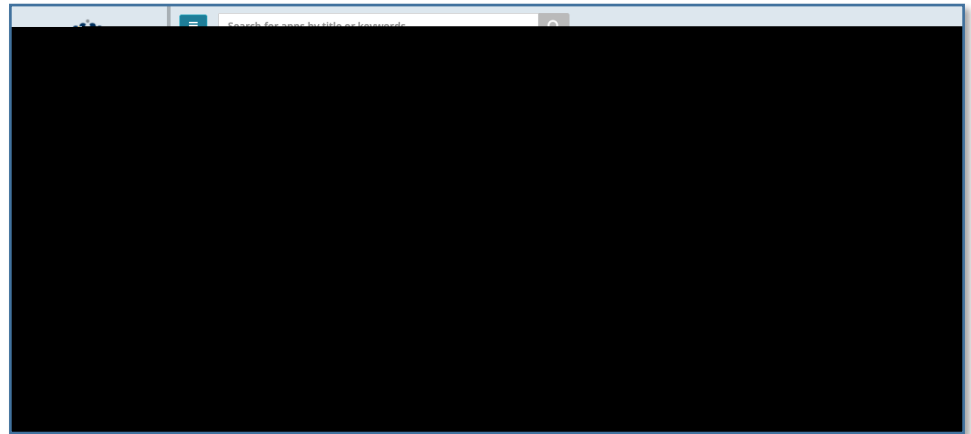
Approver Reminder

Action M

Su

1.2

1. | [Home](#), [My Tasks](#), [View Workflow](#).



2.

Update.

