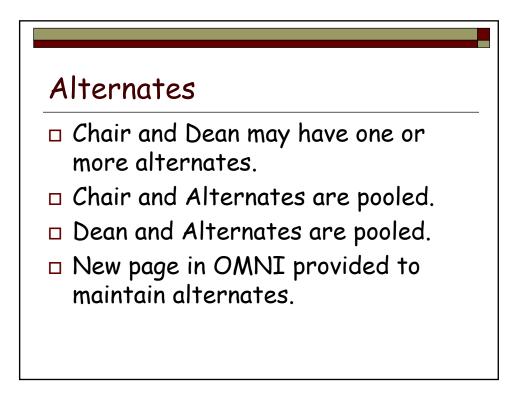
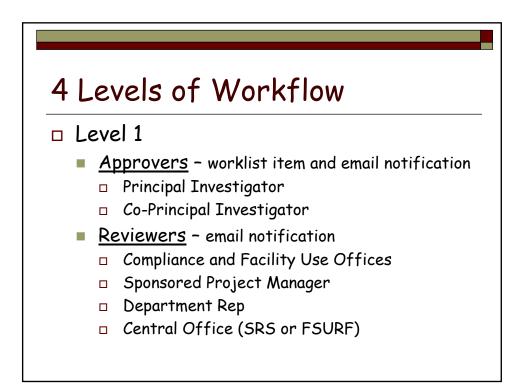
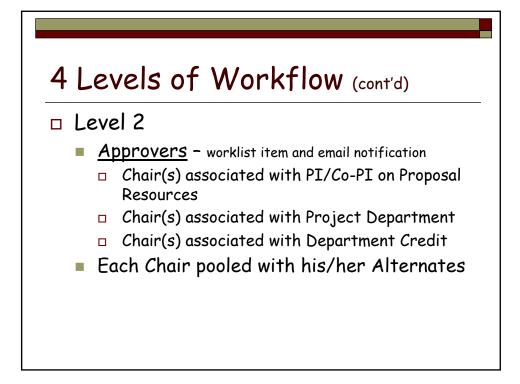


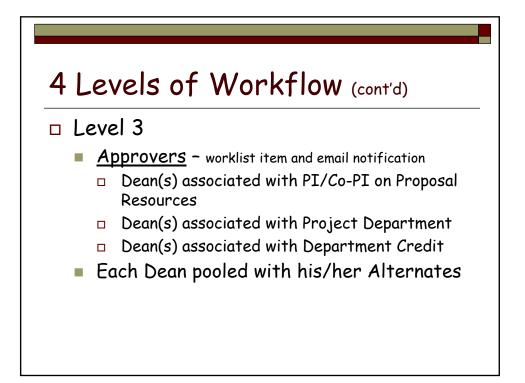
rants > Departments > General Information, Workflow Approvers						
etID: SHARE Depar	tment: 075000	Description: Chemistry & Biochemistry				
/orkflow Approvers						
Effective Date: 01/15/20	0.08					
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Type of Approver	EmpliD	Name				
1 Chair Level Approver	000001669	Joseph Schlenoff				



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Worklist Items (cont'd)

Worklist item is added to originator's worklist when a proposal is sent back for correction.

Email Notifications

Email is sent to reviewers at Level 1 when the proposal approval process is started.

The following proposal is available for your review. Your approval is not required.

Proposal ID: 0000015229 Version ID: V1 PI: Chase,Prescott B Sponsor: National Science Foundation Due Date: 2008-05-15

Click the hyperlink for details: https://qa.financials.omni.fsu.edu/psp/sqnafi2/EMPLOYEE/ERP/c/ESTABLISH_PROPOSAL.GM_PROPOSAL.GBL? Page=GM_PROPOSAL&Action=U&BUSINESS_UNIT=FSU01&PROPOSAL_ID=0000015229&VERSION_ID=V1

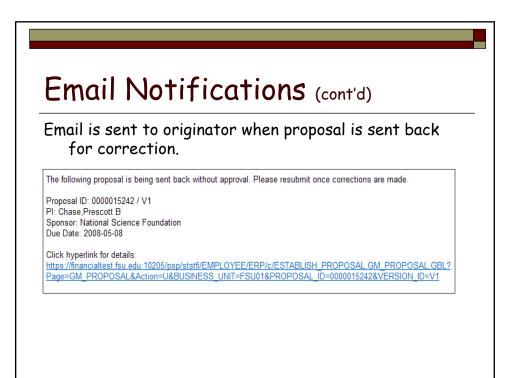
Email Notifications (cont'd)

Email is sent to approvers at each level.

The following proposal is ready for your review and approval. Your approval is required.

Proposal ID: 0000015243 Version ID: V1 PI: Chase,Prescott B Sponsor: Nevada State Department of Edu Due Date: 2008-05-23

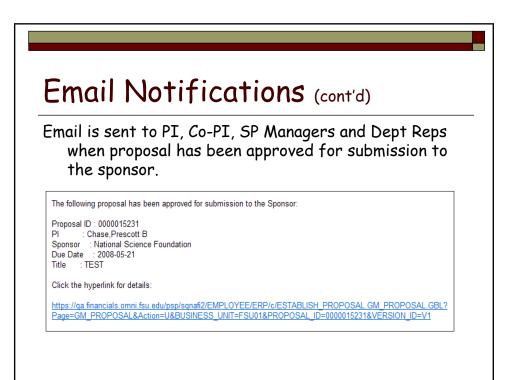
Click the hyperlink for detail https://qa.financials.omni.fsu.edu/psp/sqnafi2/EMPLOYEE/ERP/c/ESTABLISH_PROPOSAL.GM_PROPOSAL.GBL? Page=GM_PROPOSAL&Action=U&BUSINESS_UNIT=FSU01&PROPOSAL_ID=0000015243&VERSION_ID=V1



Email Notifications (cont'd)

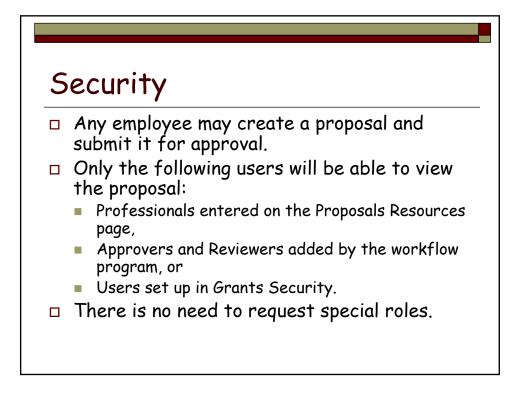
Email is sent to approve when worklist item has been sitting on the worklist without action (approval or send back) after four hours.

The following worklist that is currently assigned to you has timed out: Business Process Name: GM_GRANTS_BPWorklist Name: Approve Review Proposal Instance ID: 539



My System Profile

- Any OMNI user may change his/her My System Profile to turn off receipt of worklist items or email notifications. However, turning off these items affects all workflow in OMNI (requisitions, travel, proposal approval, etc.).
- My System Profile is a blue hyperlink at the bottom of the left navigation pane after logging into OMNI Financials. Uncheck the Email User and/or Worklist User checkboxes (under Workflow Attributes) if you do not want to receive ANY email or worklist items.



Go Live

June 6, 2008

