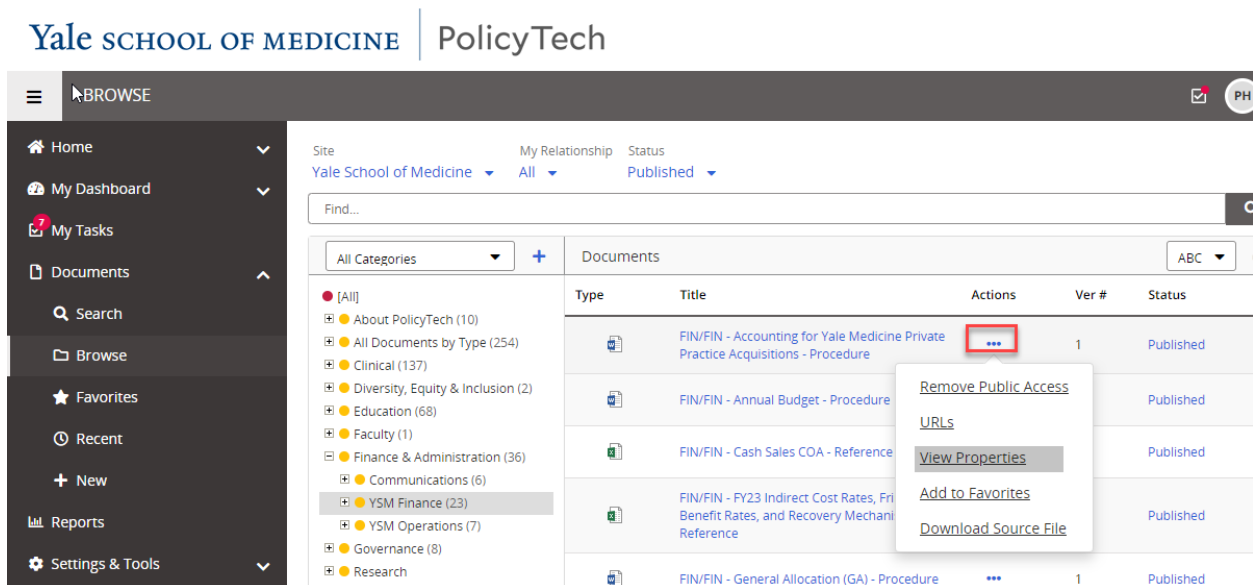




- In the content grid, for the item you wish to view, in the Status column, click the status link.

Yale SCHOOL OF MEDICINE | PolicyTech

BROWSE

Home | My Dashboard | My Tasks | Documents | Search | Browse | Favorites | Recent | New | Reports | Settings & Tools

Site: Yale School of Medicine | My Relationship: All | Status: Published

Find...

All Categories | Documents

Type	Title	Actions	Ver #	Status
Document	FIN/FIN - Accounting for Yale Medicine Private Practice Acquisitions - Procedure	...	1	Published
Document	FIN/FIN - Annual Budget - Procedure	...	1	Published
Document	FIN/FIN - Cash Sales COA - Reference	...	1	Published
Document	FIN/FIN - FY23 Indirect Cost Rates, Fringe Benefit Rates, and Recovery Mechanisms - Reference	...	1	Published
Document	FIN/FIN - General Allocation (GA) - Procedure	...	1	Published

Overview Page

The properties tab of the overview page of a document lists the names, task status for writers, reviewers and approvers and time stamps of task completion.

FIN/FIN - YSM F&A Forms & Cont... v.1 (Public) ☆ 🔒

Send to Draft | More

Status: Approval

View Document | Properties Wizard | **Overview** | Edit Assessment

Properties | Version History | Writer Status | Reviewer Status | Approver Status | Links | Security | Discussions (0)

Properties

Owner
Yale School of Medicine: [User]

Content Creator
Yale School of Medicine: [User]

Assigned Proxy Author

Writers
None

Reviewers
Yale School of Medicine: [User] Accepted (05/15/2023 8:09 AM)

Approvers
Yale School of Medicine: [User] Waiting

To obtain comprehensive details regarding the task status of writers, reviewers, and approvers, simply click on the corresponding status tabs on the overview page.

FIN/FIN - YSM F&A Forms & Cont... v.1 (Public) ☆ 🔒

View Document Properties Wizard Overview Edit Assessment

Properties Version History **Writer Status** Reviewer Status Approver Status Links Security Discussions (0)

Reviewer Status 🖨️

Legend

- Cycle 1
 - Level 1 - Started on: 05/12/2023
 - 🟢 - 05/15/2023 8:09 AM

Task Icon descriptions

Status Icon	Description
	Assigned writer has finished writing the document, or the assigned reviewer or approver has accepted the document as it is.
	Assigned reviewer or approver has either revised or declined the document.
	Assigned writer, reviewer, or approver has not completed the task despite notification about the task that needs to be complete.
	Assigned writer, reviewer, or approver did not complete the assigned task before the document moved to another workflow status.
	Assigned writer, reviewer, or approver has not yet received the task assignment.
	Assigned writer, reviewer, or approver received a task assignment but was subsequently unassigned before completing the task.

Have questions? Please email ysm.policy@yale.edu.