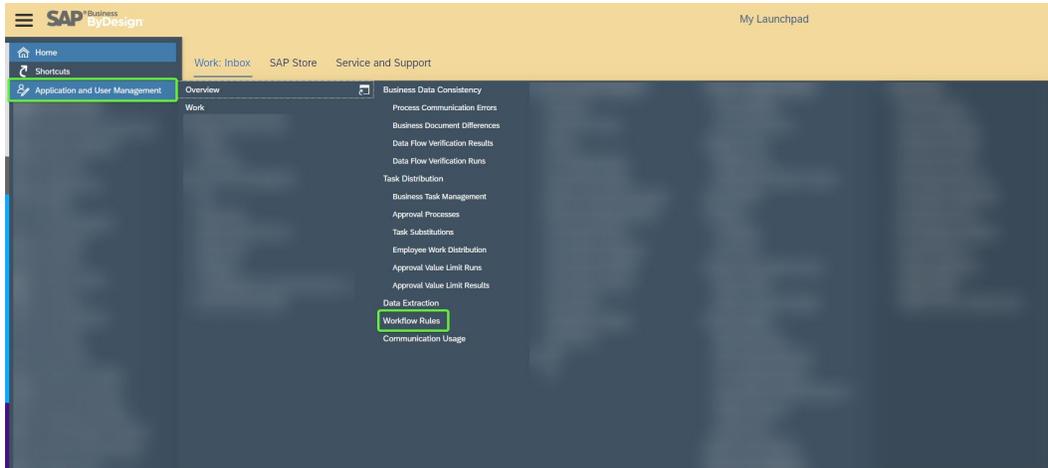
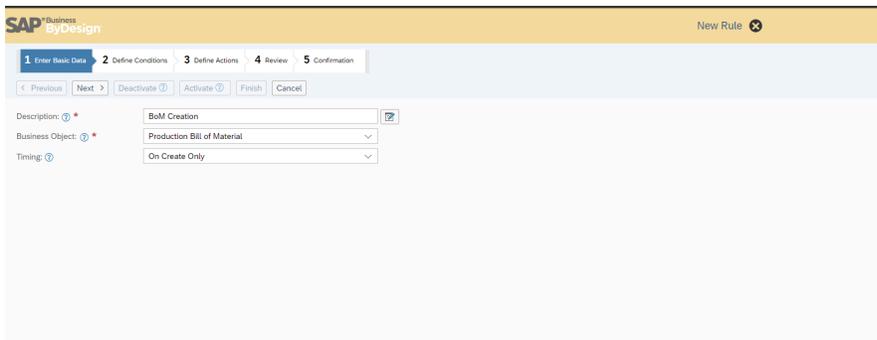


Workflow Rules are rules that allow for flexible notifications regarding specific business objects. Notifications are sent to recipients to inform them when items have changed under various conditions. E-mail notifications can also be sent to customers/suppliers if the corresponding responsibility determination rule is provided by the enabled business object. As you define workflow rules, you specify the basic data for each rule such as the conditions under which the rule is invoked. You can also specify how a notification is sent, and the list of recipients.

Step 1: Navigate to Application and User Management > Workflow Rules



Step 2: Create the basic data for your Workflow Rules



**Tip: You can set it up to notify you when a record is created or whenever a record is changed.*

Step 3: Define the conditions of your Workflow Rules



Step 4: Define the actions for this Workflow Rules

Step 4: Define Actions

Rule Type: E-Mail

Always Send E-Mail:

Subject: #BOMID# has been created with items you have flagged to not use

Template File: E-mail body.html

Placeholder Table:

Placeholder	Field
#BOMID#	BoM ID

Recipient Determination: Add Determination, Remove Determination

Employee List:

Employee	Action
Edward Black	<input type="checkbox"/>
Iris Green	<input type="checkbox"/>
Eddie Smoke	<input checked="" type="checkbox"/>

*Tip: You can set a customized e-mail body using an .html file that can reference data object fields you set in the "Placeholder" section.

Step 5: Activate your new Workflow Rule

Step 5: Review

Basic Data:

- Description: BoM Creation
- Business Object: Production Bill of Material
- Rule Type: E-Mail
- Notification Subject: #BOMID# has been created with items you have flagged to not use
- Status: Inactive

Conditions:

Group	Operator	Field	Value
Group 1	OR	Input Material [ID]	Contains 10010
Group 2		Input Material [ID]	Contains 10020

Always Send E-Mail: No

Employee List:

Employee	Action
Edward Black	<input type="checkbox"/>
Iris Green	<input type="checkbox"/>
Eddie Smoke	<input checked="" type="checkbox"/>

Step 6: Maintain your active Workflow Rules in the Overview screen

Application and User Management - Workflow Rules

Workflow Rules

Description	Business Object	Type	Status
Notification Task to Project Manager on Project created in status "In Planning"	Project	Notification	Active
BoM Creation	Production Bill of Material	E-Mail	Active
Notification Task on Quote won	Quote	Notification	Inactive