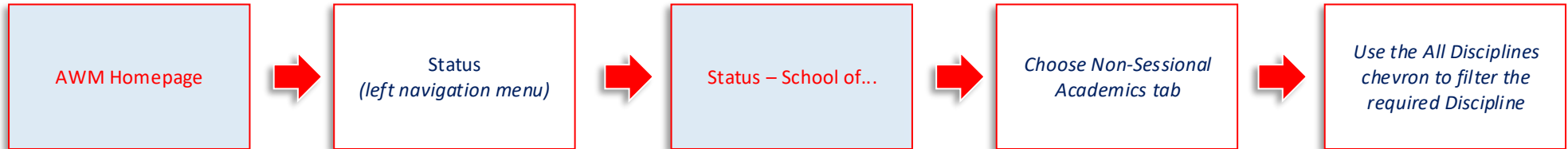


Filter Discipline Non-Sessional Workloads

Navigate to appropriate screen



Key Factors to know

- Use this screen to get an overall understanding in terms of Workloads associated with a particular Discipline.
- You can see at a glance who is assigned and responsible for each stage of the lifecycle of a workload.
- The progress bar clearly shows how many workloads are in a particular stage (ie, the figure shown below Planning, Checking, Accepting, Approving and Agreed)..
- Use the filter drop down boxes to further refine the table.
- Use the up/down arrows in the table heading boxes to change the order of the table.
- If a workload has been approved and then moved back to the planning stage, this will be listed in the Last Approved column in date and time format.
- Click on the date and time format to be taken to that version on the Individual Workload Summary screen.