Apply Routing Scenario

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After creating routing scenarios, users can apply them to doc codes or cards.

Apply routing scenarios to doc codes (individual)

If a routing scenario is available to use on a project already, select it from the **Routing Scenario** dropdown and select **Save**.

To remove the routing scenario from a doc code, change the routing scenario back to the default "Select" option.

Apply routing scenarios to doc codes (bulk)

To update doc code routing scenarios in bulk, (1) select all of the codes that will use a particular routing scenario. Then (2) select **Apply** and (3) **Update Routing Scenario (for Codes)**.

Then, select the appropriate routing scenario to apply to the codes and **Save**.

The changes will then be applied to all selected codes.
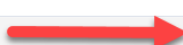
Apply routing scenarios to cards

If a routing scenario is only required for specific cards, it can be applied from the **Card List**.

From the **Card List**, select a routing scenario (or add a new scenario, if required) from the **Routing Scenario** column and save to apply.

To remove the routing scenario for a card, change the routing scenario back to the default "Select" option.