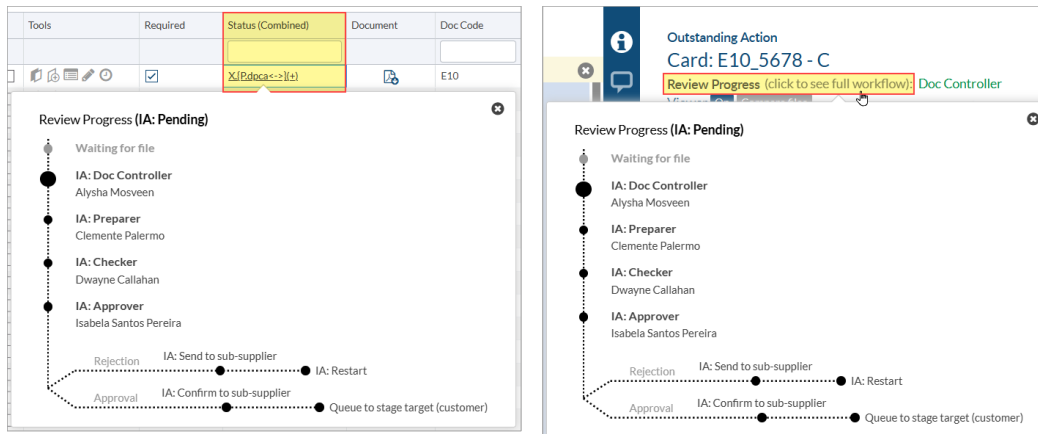


Internal Approval Workflow Pop-Up

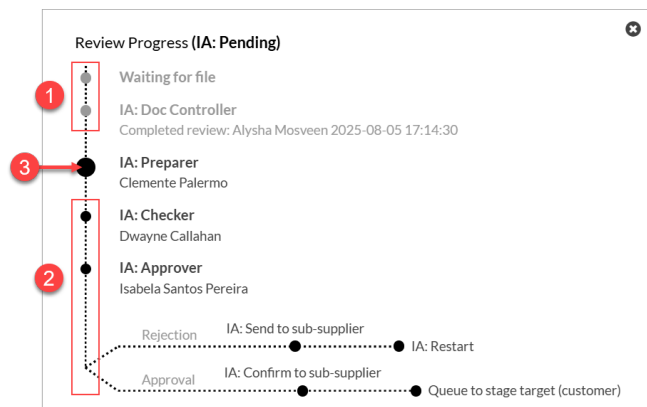
08/06/2025 8:25 am MDT

When routings are assigned on a card, a detailed overview of the internal approval workflow is available. This pop-up can be viewed in two places:

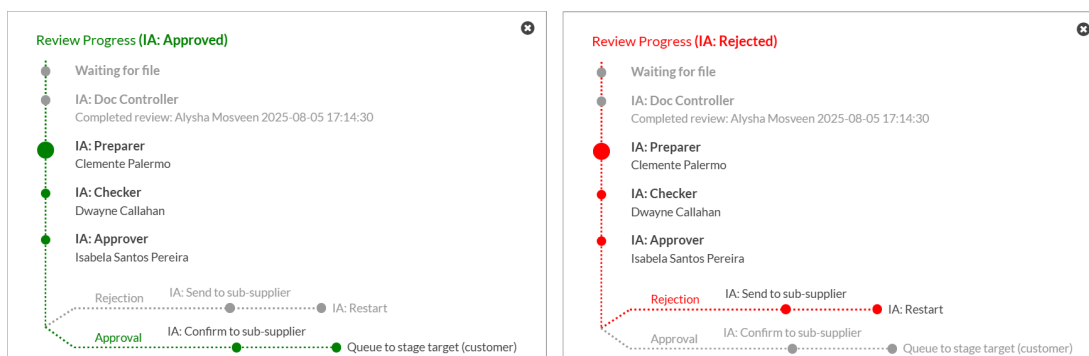
1. The card list (via the "Status Combined" column)
2. The outstanding actions form (via the "Review Progress" workflow viewer)



The pop-up provides information about (1) the past workflow that has occurred, (2) the future workflow that is expected to occur, and (3) where in the workflow the card currently stands.



Once a review status has been applied, the current and *expected* future workflow will be highlighted. If the card receives an approved [internal status](#), the "approval" path will be highlighted in green. If rejected, the "rejection" path will be highlighted in red.





If the next reviewer provides a different status than the previous reviewer, the path will change to reflect the most recent status.

The approval path reflects the workflow as defined by the **stage settings** (e.g., the "Confirm the Source" and "Continue Stage After IA" settings).

	Order	Internal Approval	Stage Abbr	Stage Name	Target	Confirm to Source	Continue Stage After IA
i	1	Y	IFA (IA)	Issued for Approval	Customer	Y	Y



Example: In the above example, both the "Confirm to source" and "Continue stage after IA" settings are enabled. As a result, once approved, the document will be queued for submittal to the source (e.g., sub-supplier). Once submitted to the source, the document will be queued for submittal to the stage target (e.g., customer).

