



ARIELLE CERINI

MFA
PhD

Creative Problem Solver & Strategic Thinker

MyVector Workflow Builder

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Workflow Builder

Human Resource Platform

BAM Technologies – US Air Force

Position

UX Manager and Platform Strategist

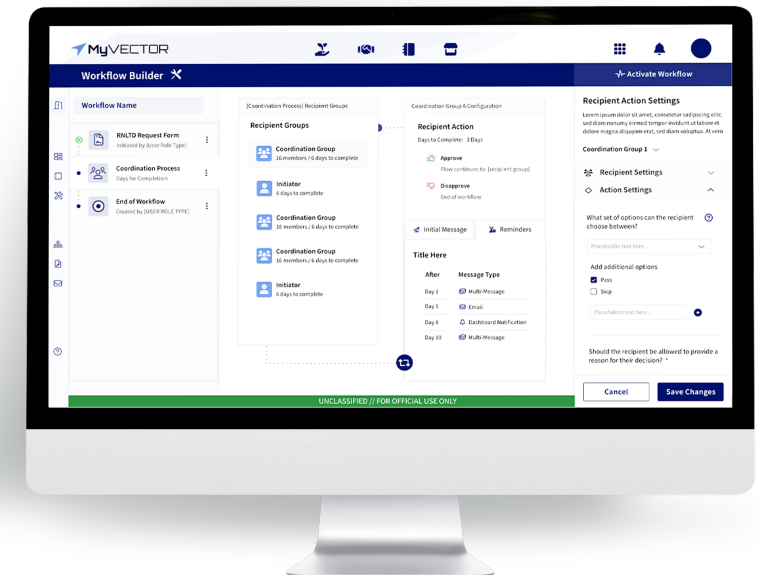
Role

Contributor and Strategist

Tools & Technology

Adobe XD & Outsystems

Worked to develop a workflow builder for the US Air Force to use within their HR application: MyVector. The builder was designed to allow for admins to come into the platform and create custom work processes. The initial use case was for the Air Force's application process.





Design Problem

Presently, every time a new application process or form needs to be added to the MyVector platform, it requires assistance from developers at BAM Technologies. This leads to inefficiencies for the Air Force and BAM Technologies employees. In addition, within the MyVector platform there are similar functionalities being built out that relate to one another, such as building out questionnaires and forms, but there is no central location for admins to access this information.

How do we help empower administrative users to be able to create the tools and resources that they need without requiring external intervention?

Assumptions:

Administrative users want to be able to create their own processes

There is enough overlap in these processes that we can create a generic structure for administrative users to use to create their custom workflows.



Solution

A series of 'builders' that allow administrative users to create their own content for their processes.

Form Builder

A custom form builder that allows users to create their own intake forms or questionnaires.

Workflow Builder

A custom flow builder that allows users to create their own workflow processes based off of some triggering action.

Email Builder

A custom email builder to create emails that can be used in automatic communication systems.

The goal of the software is to empower administrative users to create their own custom content and processes.



Builder Tools

Workflow Builder

Initial Implementation

Strictly looking at application processes

Users

Coordination Groups

Workflow Admins

Airman

Spaceman

IT Admin

Initiatives

Managing workflow

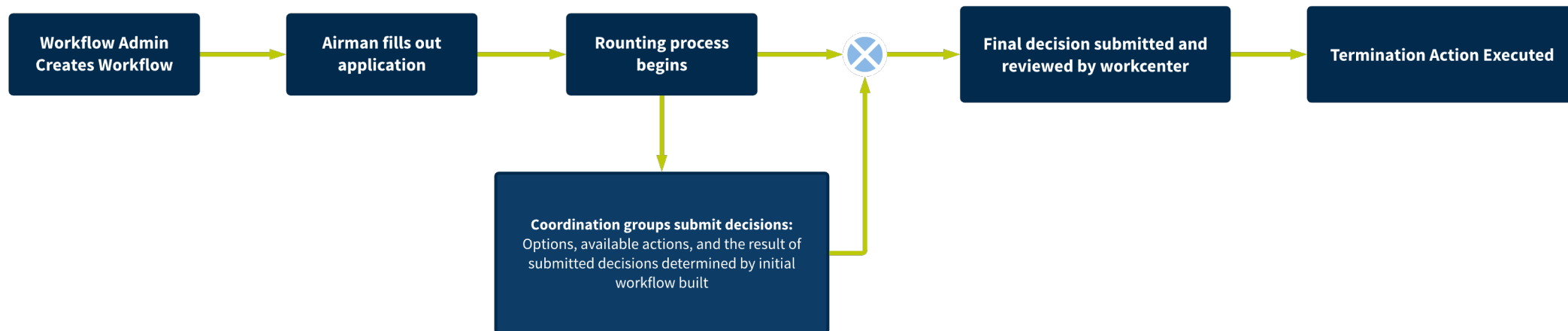
Applying for a _____

Coordinating workflows

Managing applications



Workflow Builder





Builder Tools

Workflow Builder

Requirements

Create a workflow

Edit existing workflow

Pause workflow/stop submissions

View workflow status

Create a workflow

Intake applicant information

Define target populations

Specify workflow routing settings

Define workflow termination settings



Workflow Builder

Workflow Builder: Full-view

MyVECTOR

Workflow Builder

Activate Workflow

Workflow Name

RNLTD Request Form

Initiated by {User Role Type}

Coordination Process

Days for Completion:

End of Workflow

Created by {USER ROLE TYPE}

[Coordination Process] Recipient Groups

Recipient Groups

Coordination Group

16 members / 6 days to complete

Initiator

6 days to complete

Coordination Group

16 members / 6 days to complete

Coordination Group

16 members / 6 days to complete

Initiator

6 days to complete

Coordination Group A Configuration

Recipient Action

Days to Complete: 3 Days

Approve

Flow continues to: {recipient group}

Disapprove

End of workflow

Initial Message

Reminders

Title Here

After

Message Type

Day 1

Multi-Message

Day 5

Email

Day 8

Dashboard Notification

Day 10

Multi-Message

Recipient Group

Use the space below to manage the recipients within your coordination flow. Recipients will receive your message in the order shown below.

Recipient Contact Order

Add

Edit

Coordination Group

16 members

Initiator

1 member

Coordination Group

16 members

Coordination Group

16 members

Initiator

1 member

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Workflow Builder

Workflow Builder: MVP

The screenshot shows the MyVECTOR Workflow Builder MVP interface. At the top is the MyVECTOR logo. Below it is a dark blue header bar with the text "Workflow Builder" and a close icon. A left sidebar contains several icons: a list, a grid, a document, a flowchart, a mail, and a help icon. The main area has a "Workflow Name" input field. Below it is a list of workflow steps: 1. "RNLT Request Form" with a document icon and the text "Initiated by {User Role Type}". 2. "Coordination Process" with a group of people icon and the text "Days for Completion:". 3. "End of Workflow" with a target icon and the text "Created by [USER ROLE TYPE]". Each step has a vertical ellipsis menu to its right. The interface has a green footer bar.

Initiating Action (Form)

Coordination (Requiring action)

End of Workflow Action



Workflow Builder

Workflow Builder: Full-view

The screenshot displays the MyVECTOR Workflow Builder interface. The top navigation bar includes the MyVECTOR logo, icons for home, settings, and other functions, and a user profile icon. The main header shows 'Workflow Builder' and an 'Activate Workflow' button.

The interface is divided into several sections:

- Workflow Name:** A dropdown menu showing the selected workflow: 'RNLTD Request Form' (Initiated by {User Role Type}).
- Workflow Steps:** A list of steps in the workflow:
 - Coordination Process:** Days for Completion: (indicated by a green dot).
 - End of Workflow:** Created by {USER ROLE TYPE} (indicated by a blue dot).
- Recipient Groups:** A list of groups for the 'Coordination Process' step:
 - Coordination Group:** 16 members / 6 days to complete.
 - Initiator:** 6 days to complete.
 - Coordination Group:** 16 members / 6 days to complete.
 - Coordination Group:** 16 members / 6 days to complete.
 - Initiator:** 6 days to complete.
- Recipient Action:** Configuration for the 'Coordination Process' step:
 - Days to Complete:** 3 Days.
 - Approve:** Flow continues to: {recipient group}.
 - Disapprove:** End of workflow.
- Initial Message:** A section for configuring the initial message, including a title and a table of message types.
- Reminders:** A section for configuring reminders.
- Recipient Group:** A section for managing recipients within the coordination flow, including a list of recipient contact orders.



The bottom of the interface features a green bar with the text: UNCLASSIFIED // FOR OFFICIAL USE ONLY.



Adding and Editing Recipients

Recipient Group

Use the space below to manage the recipients within your coordination flow. Recipients will receive your message in the order shown below.


Recipient Contact Order  Add  Edit


Coordination Group 16 members	>
Initiator 1 member	>
Coordination Group 16 members	>
Coordination Group 16 members	>
Initiator 1 member	>


CancelSave Changes


{Coordination Process} Recipient Groups


Recipient Groups

 **Coordination Group**
16 members / 6 days to complete

 **Initiator**
6 days to complete

 **Coordination Group**
16 members / 6 days to complete

 **Coordination Group**
16 members / 6 days to complete

 **Initiator**
6 days to complete



Adding and Editing Recipients

Add Recipients: Single Recipient

Recipient Group

Use the space below to manage the recipients within your coordination flow. Recipients will receive your message in the order shown below.

Recipient Contact Order + Add Edit

Coordination Group
16 members

Initiator
1 member

Coordination Group
16 members

Coordination Group
16 members

Initiator
1 member

Cancel Save Changes

Recipients Configuration

Use the space below to manage the recipients within your coordination flow. Recipients will receive your message in the order shown below.

Recipients + Add Edit

Adding a New Recipient

What type of recipient are you adding? * ?

Single Recipient Group Recipient

Who is the recipient?

Applicant
Initiator
Other Role
Other Specific Person

Who is the recipient? ?

Placeholder text here...

Cancel + Add Recipient

MVP

Recipients Configuration

Use the space below to manage the recipients within your coordination flow. Recipients will receive your message in the order shown below.

Recipients + Add Edit

Adding a New Recipient

What type of recipient are you adding? * ?

Single Recipient Group Recipient

Who is the recipient?

Applicant
Initiator

Cancel + Add Recipient



Adding and Editing Recipients

Add Recipients: Group Recipient

Recipient Group

Use the space below to manage the recipients within your coordination flow. Recipients will receive your message in the order shown below.

Recipient Contact Order + Add ✎ Edit

Coordination Group

16 members

>

Initiator

1 member

>

Coordination Group

16 members

>

Coordination Group

16 members

>

Initiator

1 member

>

Cancel

Save Changes

Recipient Group

Use the space below to manage the recipients within your coordination flow. Recipients will receive your message in the order shown below.

Recipient Contact Order + Add ✎ Edit

Adding a New Recipient

What type of recipient are you adding? * ?

☐ Single Recipient ☒ **Group Recipient**

Would you like to use a pre-existing coordination group or create a new one?

☒ Use a pre-existing group ☐ Create a new group

What coordination group would you like to add? ?

Placeholder text here... ▾

✕ Cancel

+ Add Recipient

Recipient Group

Use the space below to manage the recipients within your coordination flow. Recipients will receive your message in the order shown below.

Recipient Contact Order + Add ✎ Edit

Adding a New Recipient

What type of recipient are you adding? * ?

☐ Single Recipient ☒ **Group Recipient**

Would you like to use a pre-existing coordination group or create a new one?

☐ Use a pre-existing group ☒ Create a new group

Search specific recipient*

Shane Yasika ✕

Vicky Lin ✕

Jason Dipopolo ✕

2+

✕ Cancel

+ Add Recipient



Adding and Editing Recipients

Edit Recipients: **Edit Order**

Recipients Configuration

Use the space below to manage the recipients within your coordination flow. Recipients will receive your message in the order shown below.

Recipients Order + Add **Edit**

Coordination Group
16 members

Initiator
1 member

Coordination Group
16 members

Coordination Group
16 members

Initiator
1 member

Cancel

Save Changes

Recipients Configuration

Use the space below to manage the recipients within your coordination flow. Recipients will receive your message in the order shown below.

Recipients Order + Add Edit

= Coordination Group -

= Coordination Group -

= Coordination Group -

= Coordination Group -

= Coordination Group -

✕ Cancel

Save Save Order



Workflow Builder

Workflow Builder: Full-view

MyVECTOR

Workflow Builder

Activate Workflow

Workflow Name

RNLTD Request Form

Initiated by {User Role Type}

Coordination Process

Days for Completion:

End of Workflow

Created by {USER ROLE TYPE}

[Coordination Process] Recipient Groups

Recipient Groups

Coordination Group

16 members / 6 days to complete

Initiator

6 days to complete

Coordination Group

16 members / 6 days to complete

Coordination Group

16 members / 6 days to complete

Initiator

6 days to complete

Coordination Group A Configuration

Recipient Action

Days to Complete: 3 Days

Approve

Flow continues to: {recipient group}

Disapprove

End of workflow

Initial Message

Reminders

Title Here

After

Message Type

Day 1

Multi-Message

Day 5

Email

Day 8

Dashboard Notification

Day 10

Multi-Message

Recipient Group

Use the space below to manage the recipients within your coordination flow. Recipients will receive your message in the order shown below.

Recipient Contact Order

Add

Edit

Coordination Group

16 members

Initiator

1 member

Coordination Group

16 members

Coordination Group

16 members

Initiator

1 member

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Adding and Editing Recipients

Configure Recipient Action Settings: **Available Actions**

Recipient Group

Use the space below to manage the recipients within your coordination flow. Recipients will receive your message in the order shown below.

Recipient Contact Order + Add ✎ Edit

Coordination Group

16 members

>

Initiator

1 member

>

Coordination Group

16 members

>

Coordination Group

16 members

>

Initiator

1 member

>

Cancel

Save Changes

Action Settings

What set of options can the recipient choose between? ?

Placeholder text here...

▼

Should the recipient be allowed to provide a comment on their action? *

☐ Yes ☐ No

	Allow Comment	Required
All	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Approve	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Disapprove	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pass	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Allow Task Forwarding ☐

⌚ Time-Out Settings

▼

Recipient Action Settings

Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. At vero

Coordination Group 1 ▼

👤 Recipient Settings

▼

◇ Action Settings

^

What set of options can the recipient choose between? ?

Placeholder text here...

▼

Should the recipient be allowed to provide a comment on their action? *

☐ Yes ☐ No

	Allow Comment	Required
All	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Approve	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Disapprove	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pass	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Allow Task Forwarding ☐

⌚ Time-Out Settings

▼

✉ Initial Message

▼

🔔 Reminder

▼

← Next Step

▼



Adding and Editing Recipients

Configure Recipient Action Settings: **Available Actions**

◇ Action Settings ^

What set of options can the recipient choose between? ?

Placeholder text here... ▾

Should the recipient be allowed to provide a comment on their action? *

☐ Yes ☐ No

Allow Comment

Required

All	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Approve	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Disapprove	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pass	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Allow Task Forwarding ☐

🕒 Time-Out Settings ▾

Coordination Group A Configuration

Recipient Action

Days to Complete: 3 Days

Approve
Flow continues to: {recipient group}

Disapprove
End of workflow



Adding and Editing Recipients

Configure Recipient Action Settings: **Time-Out Settings**

Recipient Group

Use the space below to manage the recipients within your coordination flow. Recipients will receive your message in the order shown below.

Recipient Contact Order [+ Add](#) [Edit](#)

Coordination Group

16 members

>

Initiator

1 member

>

Coordination Group

16 members

>

Coordination Group

16 members

>

Initiator

1 member

>

Cancel

Save Changes

Time-Out Settings ^

Is there a deadline for the recipient to take action?

☒ Yes ☐ No

What is the allotted amount of time? *

hours/minutes

What happens if a deadline is missed? *

Select Options

Recipient Action Settings

Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. At vero

Coordination Group 1 ^

Recipient Settings

^

Action Settings

^

Time-Out Settings

^

Is there a deadline for the recipient to take action?

☒ Yes ☐ No

What is the allotted amount of time? *

hours/minutes

What happens if a deadline is missed? *

Select Options

Initial Message

^

Reminder

^

Next Step

^



Adding and Editing Recipients

Configure Recipient Action Settings: **Time-Out Settings**

Time-Out Settings

Is there a deadline for the recipient to take action?

☒ Yes ☐ No

What is the allotted amount of time? *

00

hours/minutes

What happens if a deadline is missed? *

Select Options

Initial Message

Reminder

Coordination Group A Configuration

Recipient Action

Days to Complete: 3 Days

Approve

Flow continues to: {recipient group}

Disapprove

End of workflow



Adding and Editing Recipients

Configure Recipient Action Settings: **Time-Out Settings (No Time Out)**

Recipient Group

Use the space below to manage the recipients within your coordination flow. Recipients will receive your message in the order shown below.

Recipient Contact Order [+ Add](#) [Edit](#)

Coordination Group

16 members

>

Initiator

1 member

>

Coordination Group

16 members

>

Coordination Group

16 members

>

Initiator

1 member

>


Cancel

Save Changes


Recipient Action Settings

Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. At vero


Coordination Group 1 ▾

 **Recipient Settings**

▾

 **Action Settings**


▾

 **Time-Out Settings**


▴

Is there a deadline for the recipient to take action?


☐ Yes ☒ No

 **Initial Message**

▾

 **Reminder**

▾

 **Next Step**

▾



Adding and Editing Recipients

Configure Recipient Action Settings: Initial Message (Email)

Recipient Group

Use the space below to manage the recipients within your coordination flow. Recipients will receive your message in the order shown below.

Recipient Contact Order [+ Add](#) [Edit](#)

Coordination Group

16 members

>

Initiator

1 member

>

Coordination Group

16 members

>

Coordination Group

16 members

>

Initiator

1 member

>

Cancel

Save Changes

Initial Message

Email Message

☒

Email Subject *

Placeholder text here...

Email Preview Text *

Placeholder text here...

Email Body *

Dear {Recipient Full Name},

Your application {Workflow Name} has been {Status}.

Please see comments below:

{Comments}

Click the link below to acknowledge this decision

{Link to Workflow Step}

Preview Email

Dashboard Notification

☐

Reminder

>

Recipient Action Settings

Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. At vero

Coordination Group 1 >

Recipient Settings

>

Action Settings

>

Time-Out Settings

>

Initial Message

<

Email Message

☒

Email Subject *

Placeholder text here...

Email Preview Text *

Placeholder text here...

Email Body *

Dear {Recipient Full Name},

Your application {Workflow Name} has been {Status}.

Please see comments below:

{Comments}

Click the link below to acknowledge this decision

{Link to Workflow Step}

Preview Email

Dashboard Notification

☒

Notification Headline *

Placeholder text here...

Notification Preview Text *

Placeholder text here...

Notification Text *

Your application {Workflow Name} has been {Status}.

Please see comments below:

{Comments}

Click the link below to acknowledge this decision

Reminder

>

Next Step

>



Adding and Editing Recipients

Configure Recipient Action Settings: Initial Message (Notification)

Recipient Group

Use the space below to manage the recipients within your coordination flow. Recipients will receive your message in the order shown below.

Recipient Contact Order [+ Add](#) [Edit](#)

Coordination Group	>
16 members	
Initiator	>
1 member	
Coordination Group	>
16 members	
Coordination Group	>
16 members	
Initiator	>
1 member	

CancelSave Changes

Initial Message

Email Message

☐

Dashboard Notification

☒

Notification Headline *

Notification Preview Text *

Notification Text *

Your application {Workflow Name} has been {Status}.

Please see comments below:

{Comments}

Click the link below to acknowledge this decision

Reminder

Recipient Action Settings

Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. At vero

Coordination Group 1 ▾

Recipient Settings

▾

Action Settings

▾

Time-Out Settings

▾

Initial Message

▴

Email Message

☒

Email Subject *

Email Preview Text *

Email Body *

+ Create New Email

Dashboard Notification

☒

Notification Headline *

Notification Preview Text *

Notification Text *

Your application {Workflow Name} has been {Status}.

Please see comments below:

{Comments}

Click the link below to acknowledge this decision

Reminder

▾



Next Step

▾



Adding and Editing Recipients

Configure Recipient Action Settings: Initial Message

 Initial Message 

Email Message ☐

Dashboard Notification ☒

Notification Headline ^{*}

Placeholder text here...

Notification Preview Text ^{*}

Placeholder text here...



Notification Text ^{*}



Your application {Workflow Name} has been {Status}.

Please see comments below:





{Comments}


Click the link below to acknowledge this decision

 Reminder 

 Initial Message  Reminders

Title Here

After	Message Type
Day 1	 Multi-Message
Day 5	 Email
Day 8	 Dashboard Notification
Day 10	 Multi-Message





Adding and Editing Recipients

Configure Recipient Action Settings: **Reminder**

Recipient Group

Use the space below to manage the recipients within your coordination flow. Recipients will receive your message in the order shown below.

Recipient Contact Order [+ Add](#) [Edit](#)

Coordination Group	>
16 members	
Initiator	>
1 member	
Coordination Group	>
16 members	
Coordination Group	>
16 members	
Initiator	>
1 member	

[Cancel](#) [Save Changes](#)

Reminders

Reminder Settings [+ Add](#)

Day 1	Multi-message	>
Day 3	Email Message	>
Day 5	Dashboard Notification	>

Adding a New Reminder

When should a reminder be sent? * [?](#)

After

Email Message ☒

Email Subject *

Email Preview Text *

Email Body *

Dear {Recipient Full Name},
Your application {Workflow Name} has been {Status}.
Please see comments below:
{Comments}
Click the link below to acknowledge this decision
{Link to Workflow Step}



[Preview Email](#)


Dashboard Notification ☒



Adding and Editing Recipients


Configure Recipient Action Settings: **Reminder**

 **Reminders** 

Reminder Settings  Add


Day 1

Multi-message




Day 3



Email Message





Day 5





Dashboard Notification




 **Next Step** 

 Initial Message  Reminders

Title Here

After	Message Type
Day 1	 Multi-Message
Day 5	 Email
Day 8	 Dashboard Notification
Day 10	 Multi-Message





Adding and Editing Recipients

Configure Recipient Action Settings: **Next Step**

Recipient Group

Use the space below to manage the recipients within your coordination flow. Recipients will receive your message in the order shown below.

Recipient Contact Order [+ Add](#) [Edit](#)

Coordination Group

16 members

>

Initiator

1 member

>

Coordination Group

16 members

>

Coordination Group

16 members

>

Initiator

1 member

>

Cancel

Save Changes

Reminders

Next Step

Select resulting status to configure the next steps for *

Application Approval

Recipient Action Settings

Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. At vero

Coordination Group 1

Recipient Settings

Action Settings

Time-Out Settings

Initial Message

Reminders

Next Step









Select resulting status to configure the next steps for *

Application Approval



Workflow Details

Workflow Details: Overview



[Home](#) > [Level 2](#) > Active Page

RNLTD Workflow

Active

Created on 2 Jun 2022 by Peter Cederberg

[Deactivate](#) [Edit Form](#) [Edit Workflow](#)

Workflow Information

[Edit](#)

Owner Workcenter
Active Duty Retirements

Workflow Name
Active Duty Retirements

Workflow Type
Retirement - Active Duty - Medical

Workflow Description
This workflow's description will go here and it is editable by the admins

Form
Some Form Name Here

Share Application Link

Workflow Step Details


Recipients


- Coordinator Group 1
- Coordinator Group 2
- Coordinator Group 3
- Coordinator Group 4

Workflow Edit History


Recipient Action


Days to Complete : 3 Days

 **Approve**
Flow continues to: Coordination Group 2


 **Disapprove**
End of Workflow

Initial Message

 Email

 Dashboard Notification

Reminders

After	Message Type
Day 1	 Multi-Message



Workflow Details

Workflow Overview: Workflow Step Details

MyVECTOR

Home > Level 2 > Active Page

RNLTD Workflow Active

Created on 2 Jun 2022 by Peter Cederberg

Deactivate

Edit Form

Edit Workflow

Workflow Information

Edit

Owner Workcenter

Active Duty Retirements

Workflow Name

Active Duty Retirements

Workflow Type

Retirement - Active Duty - Medical

Workflow Description

This workflow's description will go here and it is editable by the admins

Form

Some Form Name Here

Share Application Link

www.linktoapplication.com

Copy

Audience Information

Edit

Targeted Population

Component

Air National Guard

AF Civilian

Rank

1LT

A1C

2LT

Career Type

Officer

Enlisted

AF Civilian

Workflow Step Details

Workflow Edit History

Recipients

1 Coordinator Group 1

2 Coordinator Group 2

3 Coordinator Group 3

4 Coordinator Group 4

Recipient Action

Days to Complete : 3 Days

Approve

Flow continues to: Coordination Group 2

Disapprove

End of Workflow

Initial Message

Email

Dashboard Notification

Reminders

After	Message Type
Day 1	Multi - Message
Day 1	Multi - Message
Day 1	Multi - Message

Workflow Step Details

Workflow Edit History

Recipients

1 Coordinator Group 1

2 Coordinator Group 2

3 Coordinator Group 3

4 Coordinator Group 4

Recipient Action

Days to Complete : 3 Days

Approve

Flow continues to: Coordination Group 2

Disapprove

End of Workflow

Initial Message

Email

Dashboard Notification

Reminders

After	Message Type
Day 1	Multi - Message
Day 1	Multi - Message
Day 1	Multi - Message



Workflow Details

Workflow Overview: Workflow Edit History

MyVECTOR

Home > Level 2 > Active Page

RNLTD Workflow

Active

Created on 2 Jun 2022 by Peter Cederberg

Deactivate

Edit Form

Edit Workflow

Workflow Information

Edit

Owner Workcenter

Active Duty Retirements

Workflow Name

Active Duty Retirements

Workflow Type

Retirement - Active Duty - Medical

Workflow Description

This workflow's description will go here and it is editable by the admins

Form

Some Form Name Here

Share Application Link

www.linktoapplication.com

Copy

Audience Information

Edit

Targeted Population

Component

Air National Guard

AF Civillian

Rank

1LT

A1C

2LT

Career Type

Officer

Enlisted

AF Civillian

Workflow Step Details

Workflow Edit History

Edit History

The timeline presented below shows who has made edits to this workflow since it was created.

Peter Cederberg

Edited the workflow

3 Jun 2022 at 12:00:00

Peter Cederberg

Deactivated the workflow

3 Jun 2022 at 12:00:00

Peter Cederberg

Activated the workflow

3 Jun 2022 at 12:00:00

Peter Cederberg

Edited the workflow

3 Jun 2022 at 12:00:00

Peter Cederberg

Deactivated the workflow

3 Jun 2022 at 12:00:00

Peter Cederberg

Activated the workflow

3 Jun 2022 at 12:00:00

Peter Cederberg

Created the workflow

3 Jun 2022 at 12:00:00

Workflow Step Details

Workflow Edit History

Edit History

The timeline presented below shows who has made edits to this workflow since it was created.

Peter Cederberg

Edited the workflow

3 Jun 2022 at 12:00:00

Peter Cederberg

Deactivated the workflow

3 Jun 2022 at 12:00:00

Peter Cederberg

Activated the workflow

3 Jun 2022 at 12:00:00

Peter Cederberg

Edited the workflow

3 Jun 2022 at 12:00:00

Peter Cederberg

Deactivated the workflow

3 Jun 2022 at 12:00:00

Peter Cederberg

Activated the workflow

3 Jun 2022 at 12:00:00

Peter Cederberg

Created the workflow

3 Jun 2022 at 12:00:00



Workflow Details

Workflow Settings: Workflow Information

Workflow Settings

Workflow Information

Audience Information

Workflow Name

Active Duty Retirements

Workflow Type

Retirements

Description

Some random description Some random descriptionSome random descriptionSome random descriptionSome random descriptionSome random descriptionSome random descriptionSome random description

Owned By

☐ Existing Workcenter

☒ Create New Workcenter

Workcenter Name

Active Duty Retirements

Search Recipients

Cancel

Save

Workflow Settings

Workflow Information

Audience Information

Workflow Name

Active Duty Retirements

Workflow Type

Retirements

Description

Some random description Some random descriptionSome random descriptionSome random descriptionSome random descriptionSome random descriptionSome random descriptionSome random description

Owned By

☒ Existing Workcenter

☐ Create New Workcenter

Workcenter Name

Active Duty Retirements

Form

Some Form Name Here

Cancel

Save



Workflow Details

Workflow Settings: Audience Information

Workflow Settings

Workflow Information**Audience Information**

☐ General Population

☒ Target Population

☐ Initiating Agent

☐ Upload Roster

Career Type

Q

Officer

Enlisted

AF Civillian

AFSC

Q

Search Service Branch(s)

Record Status

Q

Search Service Branch(s)

Components

Q

Air National Guard

AF Civillian

Service Branch

Q

Search Service Branch(s)

Rank

Q

1LT

A1C

2LT

Cancel

Save