



Ahmed

Activity Recent Favorites



Tour



DePaul



Tasks



Data



Rules



Approvals



Application



Tools



Dashboards



Academy

Self Help

# Approve Annual Budget



17 Click Home



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Self Help

## Approvals

Sort By: Approval Unit

Filter: Proposed Final

Refresh

317

Select preferred Cost Center



C200106  
0996457  
Under Review



C400716  
0698501  
Under Review



C426100  
0698501  
Under Review



C426101

### Change Status: C200106

Refresh | Done



Action Promote

4/7 ×  
Select Promote from the list



Annotation

Change Status

Add Annotation



Originate by 1415289  
Under Review  
Reply

10/19/20 4:39 PM

### Approvals

Sort By: Approval Unit



C200106  
0996457  
Under Review



C400716  
0698501  
Under Review



C426100  
0698501  
Under Review

C426101

Self Help

Refresh

### Change Status: C200106

Refresh | Done



Action Approve

Owner <Automatic>

#### Annotation

Change Status

Add Annotation



Originate by 1415289  
Under Review  
Reply

10/19/20 4:39 PM

5/7
✕

**Add an Annotation**

*Click Next to Proceed.*

## Approvals

Sort By: Approval Unit



C200106  
0996457  
Under Review



C400716  
0698501  
Under Review



C426100  
0698501  
Under Review

C426101

Self Help

Refresh

### Change Status: C200106

Refresh Done



Action Approve

Owner <Automatic>



#### Annotation

test

**Change Status**

6/7 ×  
Click Change Status

Add Annotation



Originate by 1415289  
Under Review  
Reply

10/19/20 4:39 PM

### Approvals

Sort By: Approval Unit



C200106  
0996457  
Under Review



C400716  
0698501  
Under Review



C426100  
0698501  
Under Review

C426101

Self Help

Refresh

### Change Status: C200106

Refresh | Done

Action: Reopen

Owner: <Automatic>

Annotation

**Change Status**

[Add Annotation](#)

Approve by 0698501  
Approved test  
[Reply](#) 10/21/20 8:09 PM

Originate by 1415289  
Under Review  
[Reply](#) 10/19/20 4:39 PM

717

Click Done

### Approvals

Sort By: Approval Unit

C200106  
0996457  
Under Review

C400716  
0698501  
Under Review

C426100  
0698501  
Under Review

C426101

Self Help



### Change Status: C200106

Refresh | Done

**Action** Reopen

**Owner** <Automatic>

**Annotation**

**Change Status**

Add Annotation

Approve by 0698501  
Approved test  
Reply

10/21/20 8:09 PM

Originate by 1415289  
Under Review  
Reply

10/19/20 4:39 PM

Congratulations! You have **approved** the **Annual Budget**.

### Approvals

Sort By: Approval Unit

C200106  
0996457  
Under Review

C400716  
0698501  
Under Review

C426100  
0698501  
Under Review

C400101

Self Help

Refresh