Creating and Editing Workflows Last Modified on 27/07/2020 5:10 pm AEST

Administration (on the top right of your screen and select • Navigate to the Application Menu Administration.

- In the Left Navigation Area, expand the Workflows menu
- Select Workflows (existing Workflows are displayed)
- Select + NEW WORKFLOW (the Workflow Builder opens)

To edit an existing Workflow:

1. Right click on a workflow, select **Edit**