

Variables

Last Modified on 18/04/2019 10:22 am AEST

Variables are used to store temporary values within the workflow as a Parameter.

Defining a variable

To define a variable:

1. Open the workflow in Workflow Builder mode, see [Create or Edit Workflow](#).
2. Select the **Start Activity** icon. The Configuration Panel displays properties.
3. In the Configuration Panel, select the **Variables** tab.

Configuring a variable

To configure a variable:

1. Select the + icon to add a single variable or repeat to add multiple variables, see screenshot.
2. Type the name for the variable.
3. Select the variable type.
4. Select the value of the variable.

Note

- For some types like Record Argument and Record List you also have to select the object it refers to
- You can set an initial value if you want. Warning - these values are set before the workflow starts so it does not know what the input values are at this stage.

Screenshot: Workflow Start - Variables properties

New Workflow

click to edit description

Inputs	Variables	Outputs	Security
<input type="checkbox"/>	VarDate	Date	<input type="checkbox"/>
<input type="checkbox"/>	VarPassFail	Yes/No	False 3 <input type="checkbox"/>
<input type="checkbox"/>	Var	Record Argument 2	base definition <input type="checkbox"/>
<input type="checkbox"/>	1	<ul style="list-style-type: none">StringRecord ListDateDecimalRecord ArgumentDate/TimeGUIDYes/NoTimeNumberCurrency	<input type="checkbox"/>