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How to: Set a Change Set Observer

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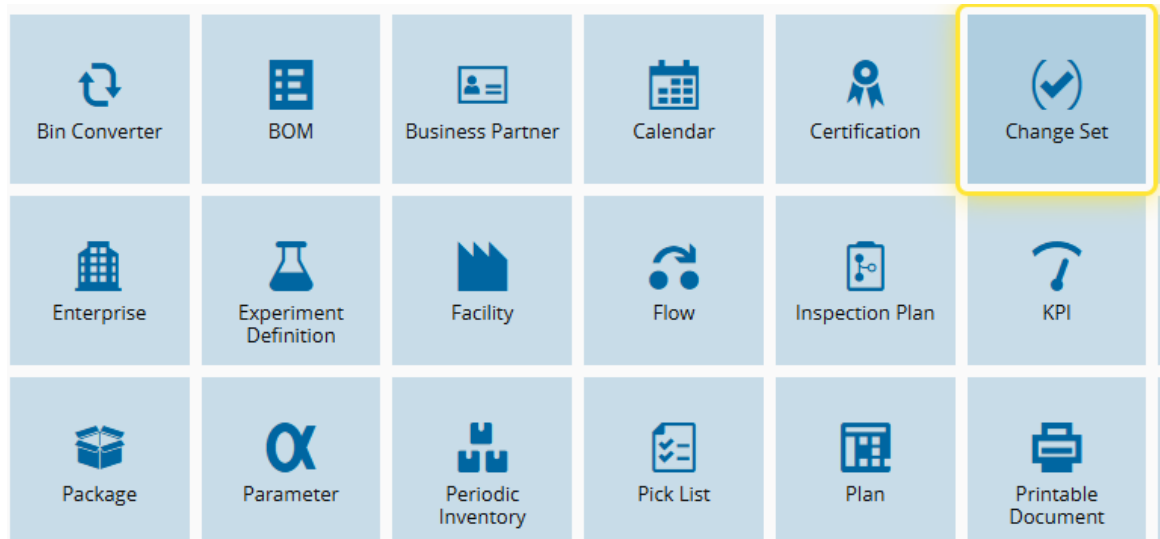
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How to: Set a Change Set Observer

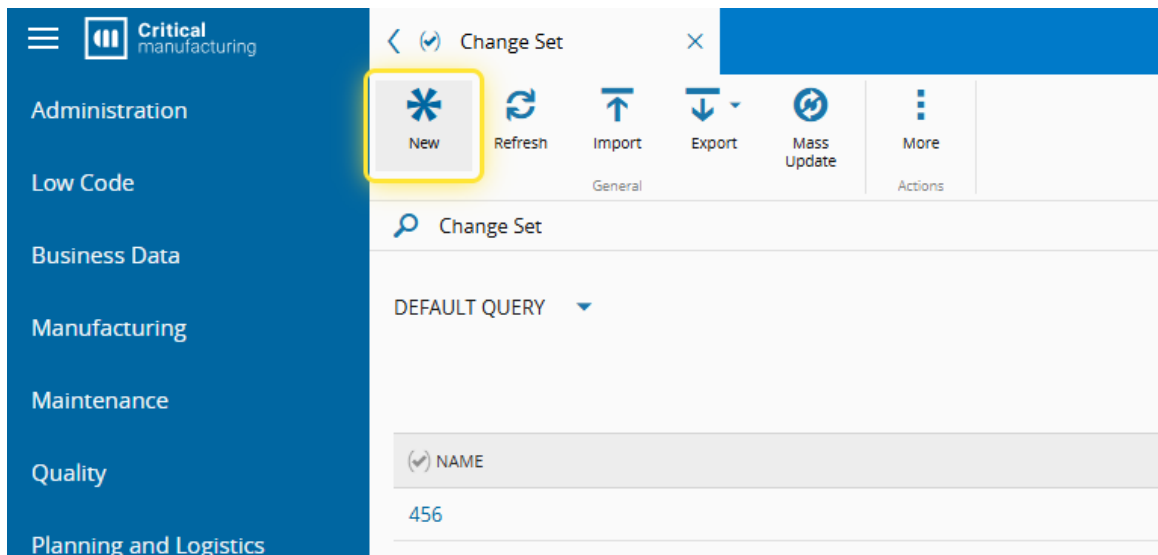
1. Go to the Business Data menu.



2. Select the Change Set entity.

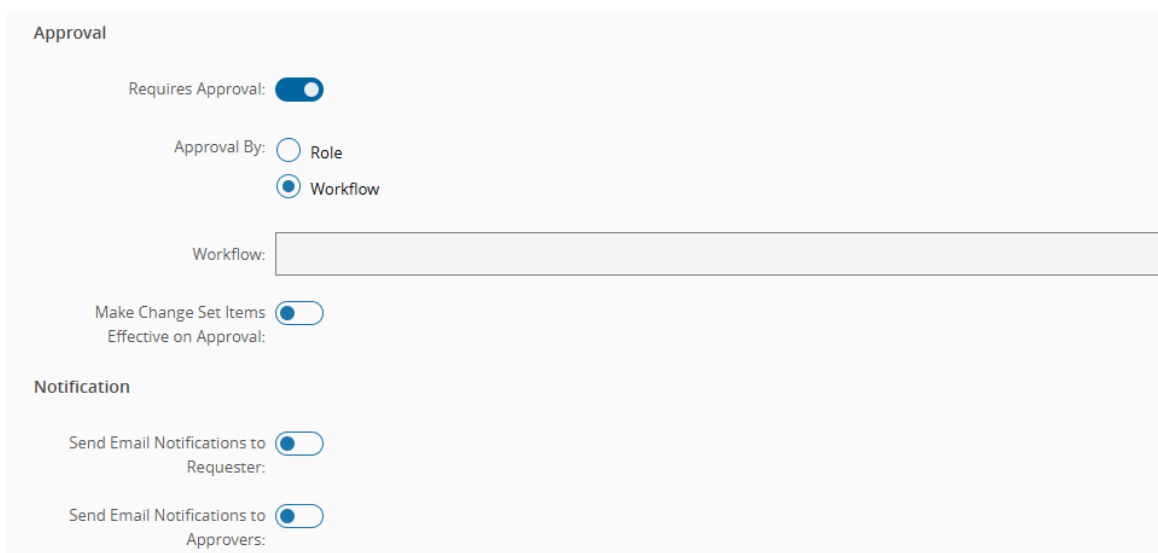


3. Create a new Change Set, or go to an existing one.



4. Select an approval workflow.

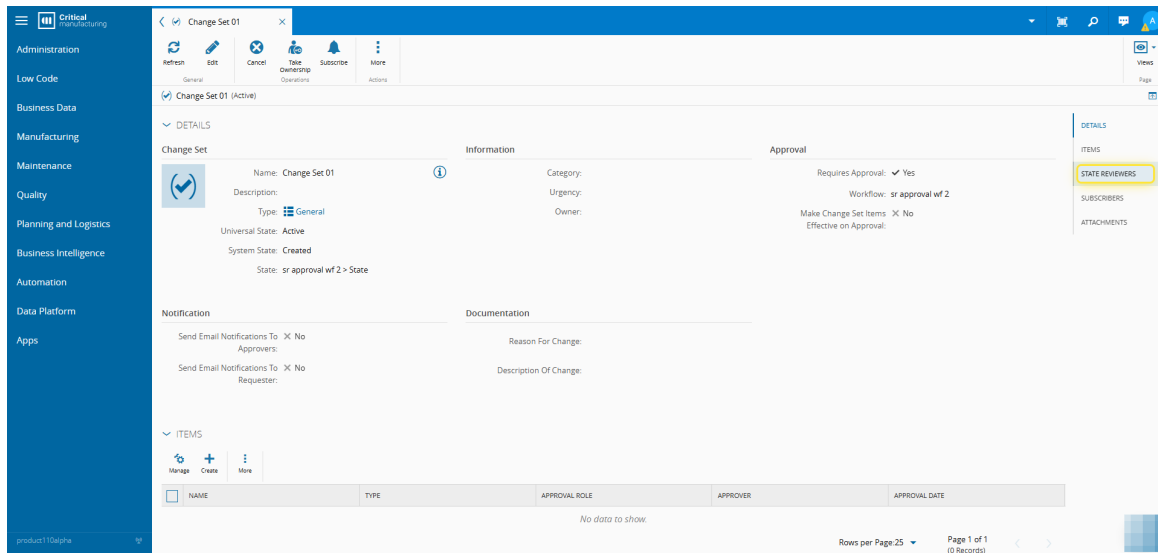
Observers are only allowed for change sets with approval workflows.



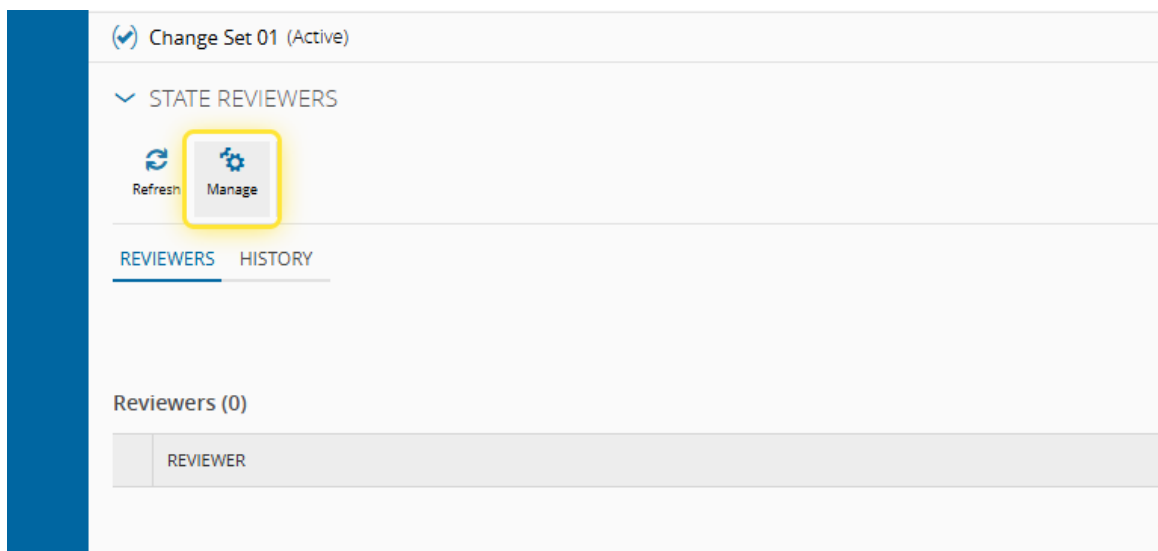
The screenshot shows the 'Approval' configuration panel. It has a title 'Approval' and several settings:

- Requires Approval:** A toggle switch that is turned on.
- Approval By:** Two radio buttons: 'Role' (unselected) and 'Workflow' (selected).
- Workflow:** A text input field that is currently empty.
- Make Change Set Items Effective on Approval:** A toggle switch that is turned on.
- Notification:** Two toggle switches:
 - Send Email Notifications to Requester:** Turned on.
 - Send Email Notifications to Approvers:** Turned on.

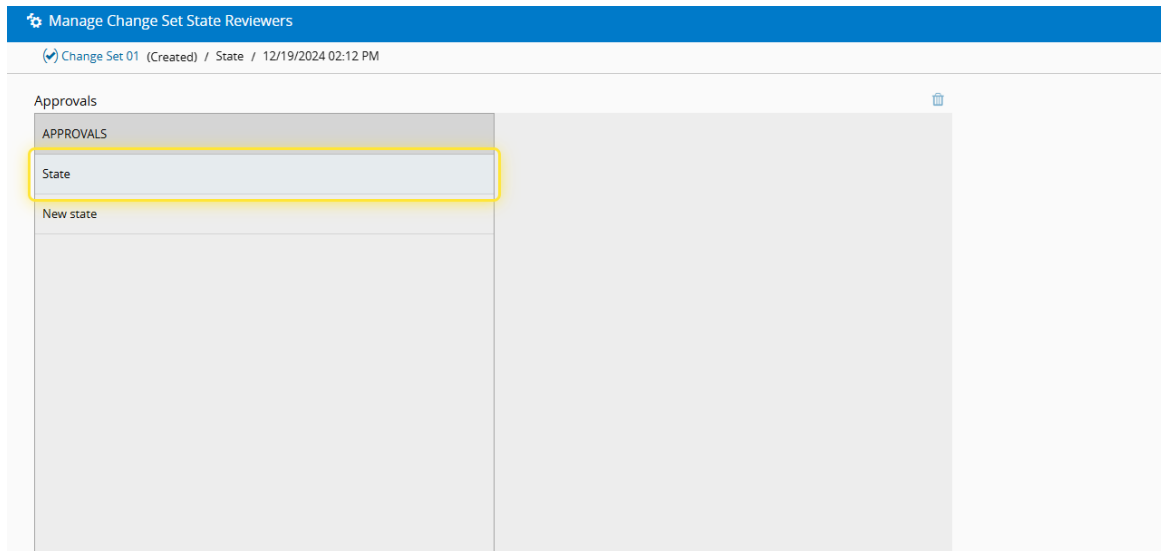
5. Go to the State Reviewers section.



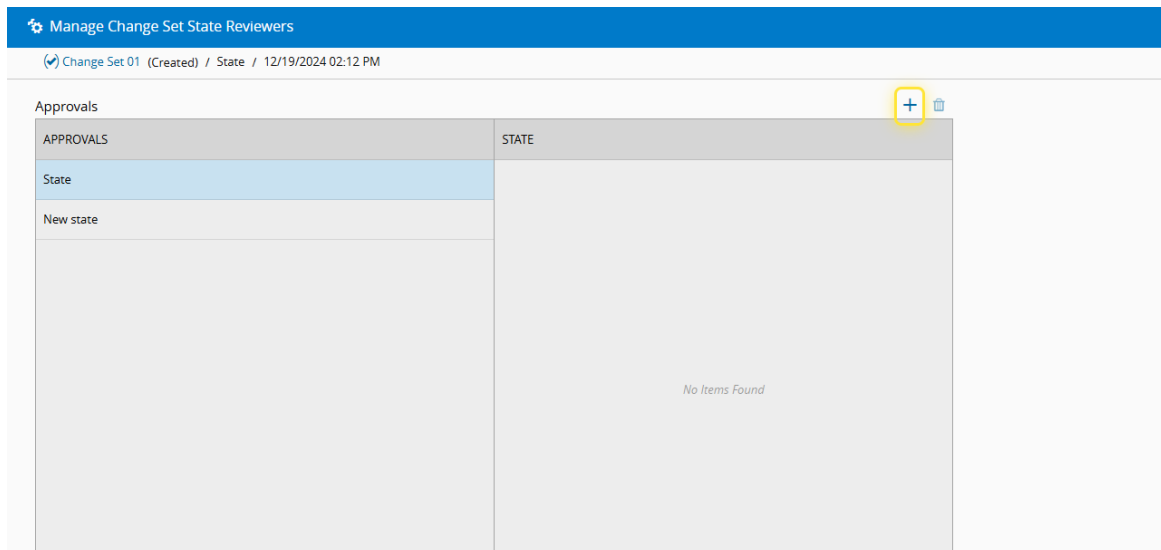
6. Select the Manage button.



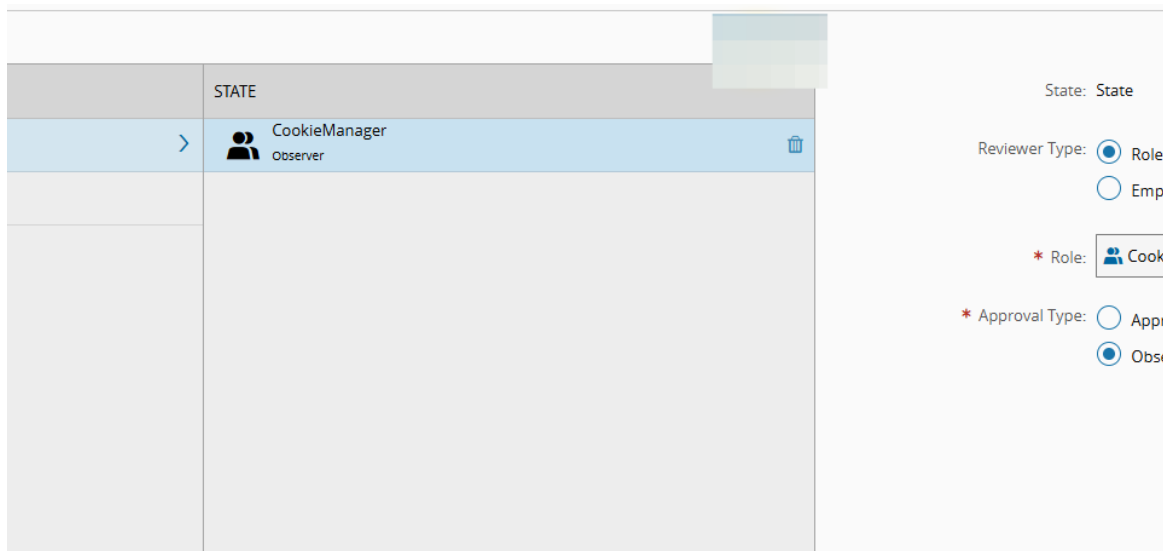
7. Choose the state where the Observer is to be added.



8. Select the add button.

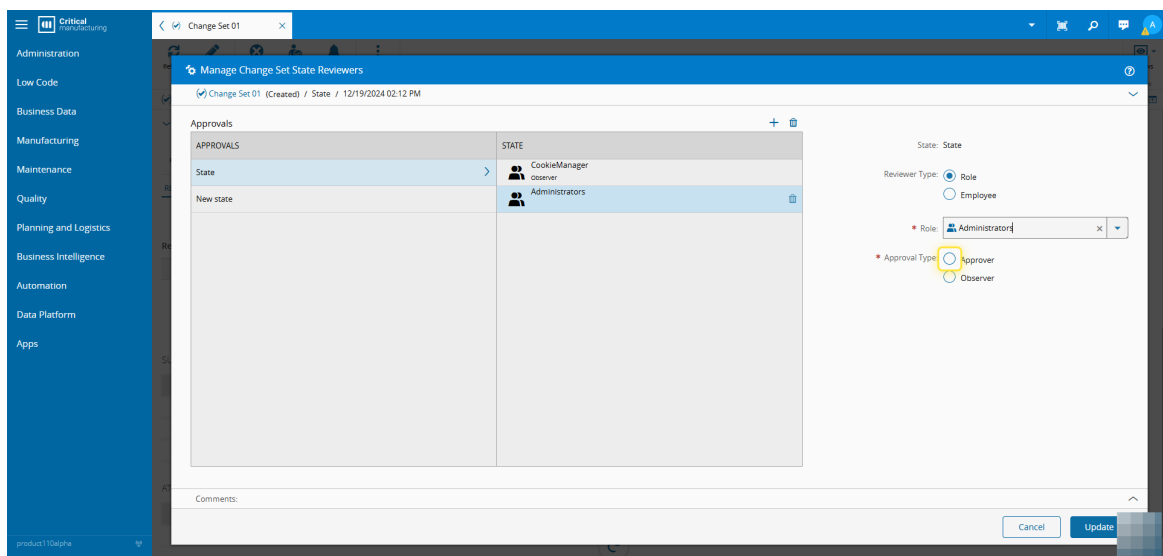


9. Set the information about the Observer.

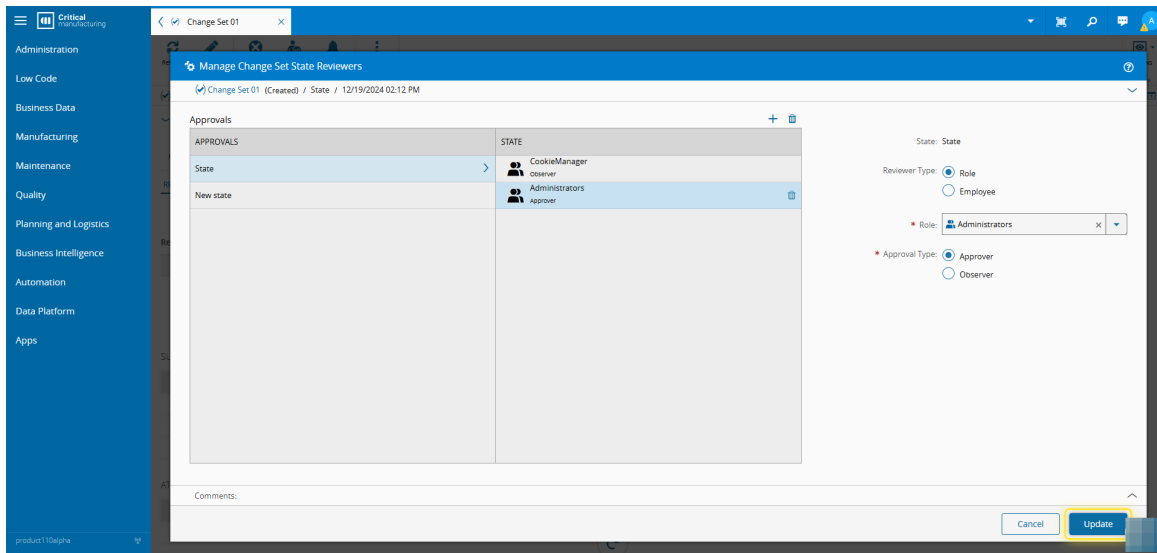


10. Set the information about the Approver of this state.

When managing the information on state reviewers and adding a reviewer, the system asks for the Approval Role or Employee in the specific state to be set.



11. Select the Update button.



The screenshot displays the 'Manage Change Set State Reviewers' window. The left sidebar contains navigation options: Administration, Low Code, Business Data, Manufacturing, Maintenance, Quality, Planning and Logistics, Business Intelligence, Automation, Data Platform, and Apps. The main content area is titled 'Manage Change Set State Reviewers' and shows a change set 'Change Set 01 (Created)' with a state of 'State' and a timestamp of '12/19/2024 02:12 PM'. Below this is a table with two columns: 'APPROVALS' and 'STATE'. The 'STATE' column contains two entries: 'CookieManager' (role: cookieServer) and 'Administrators' (role: approve). To the right of the table are form fields for 'State: State', 'Reviewer Type' (Role and Employee), 'Role' (Administrators), and 'Approval Type' (Approver and Observer). At the bottom right, there are 'Cancel' and 'Update' buttons, with the 'Update' button highlighted in yellow.

APPROVALS	STATE
State	CookieManager cookieServer
New state	Administrators approve



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