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# How to: Set a Change Set Observer

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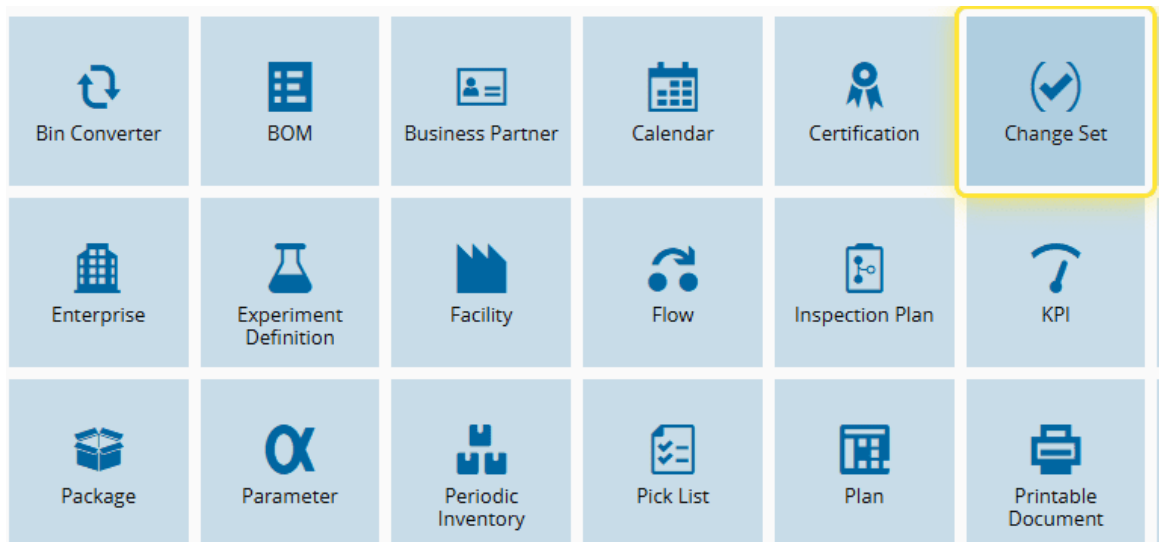
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## How to: Set a Change Set Observer

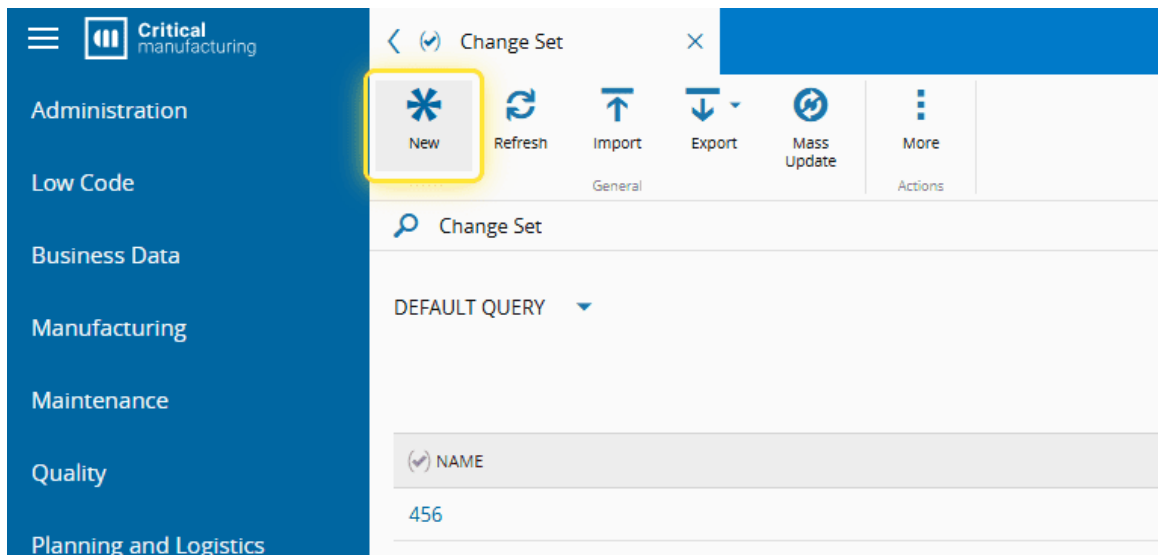
1. Go to the Business Data menu.



2. Select the Change Set entity.

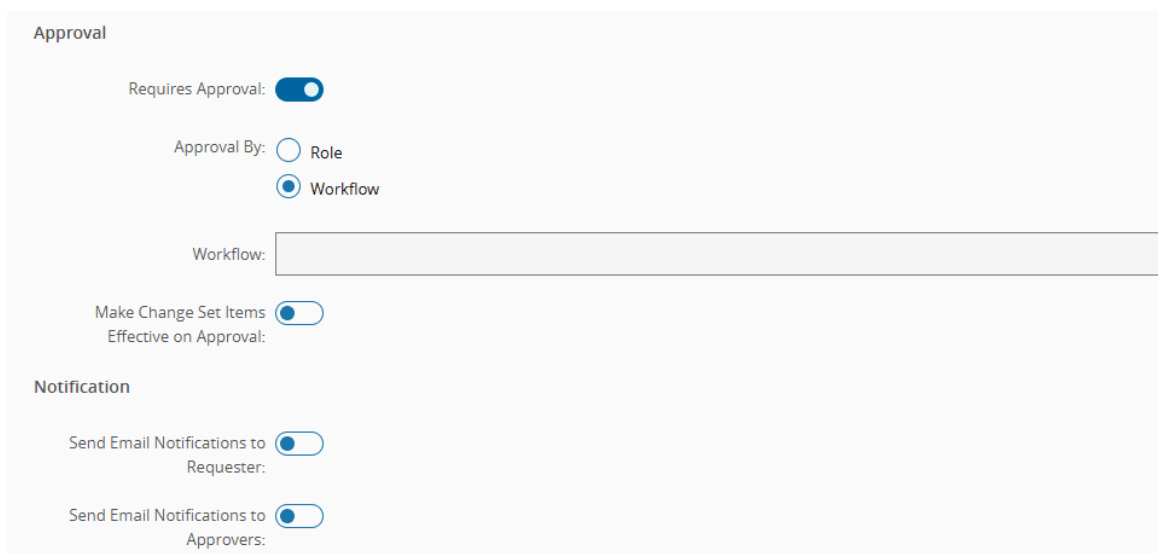


3. Create a new Change Set, or go to an existing one.



#### 4. Select an approval workflow.

Observers are only allowed for change sets with approval workflows.



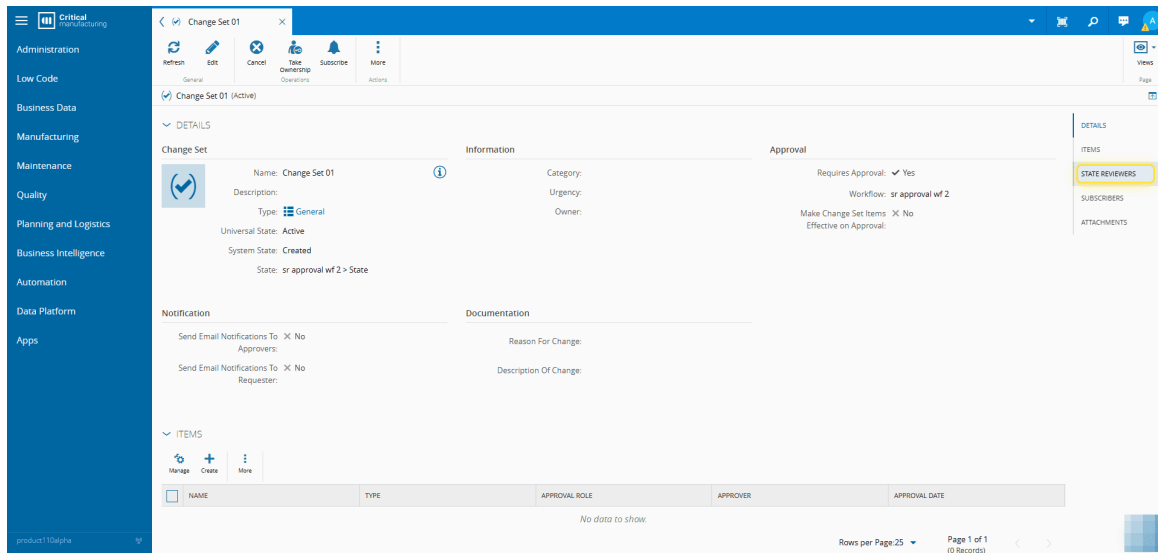
The screenshot shows the 'Approval' configuration page. It has a section titled 'Approval' with the following options:

- Requires Approval:
- Approval By:  Role,  Workflow
- Workflow:
- Make Change Set Items Effective on Approval:

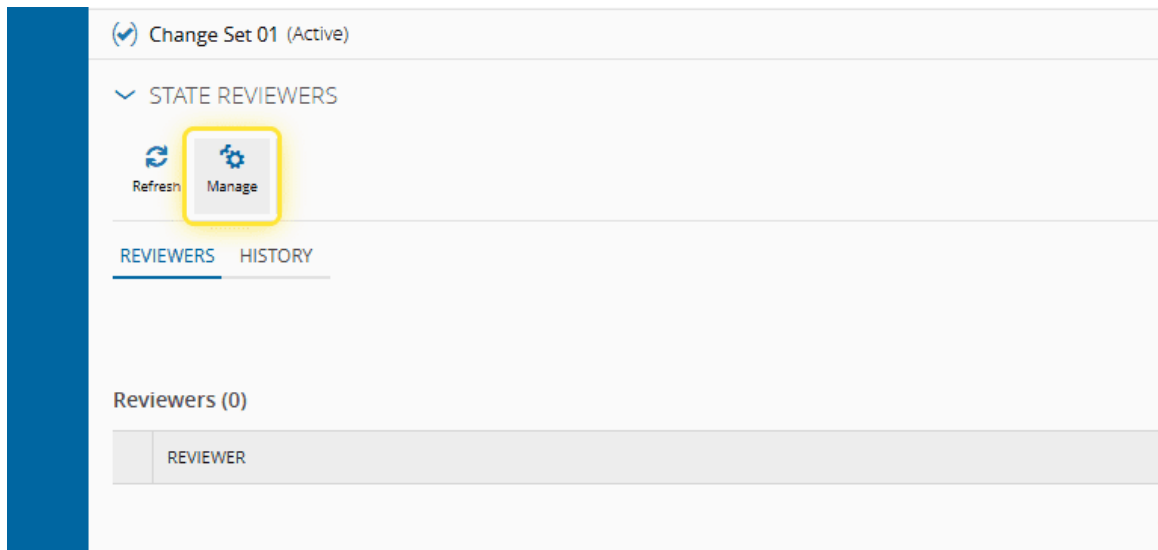
Below the 'Approval' section is a section titled 'Notification' with the following options:

- Send Email Notifications to Requester:
- Send Email Notifications to Approvers:

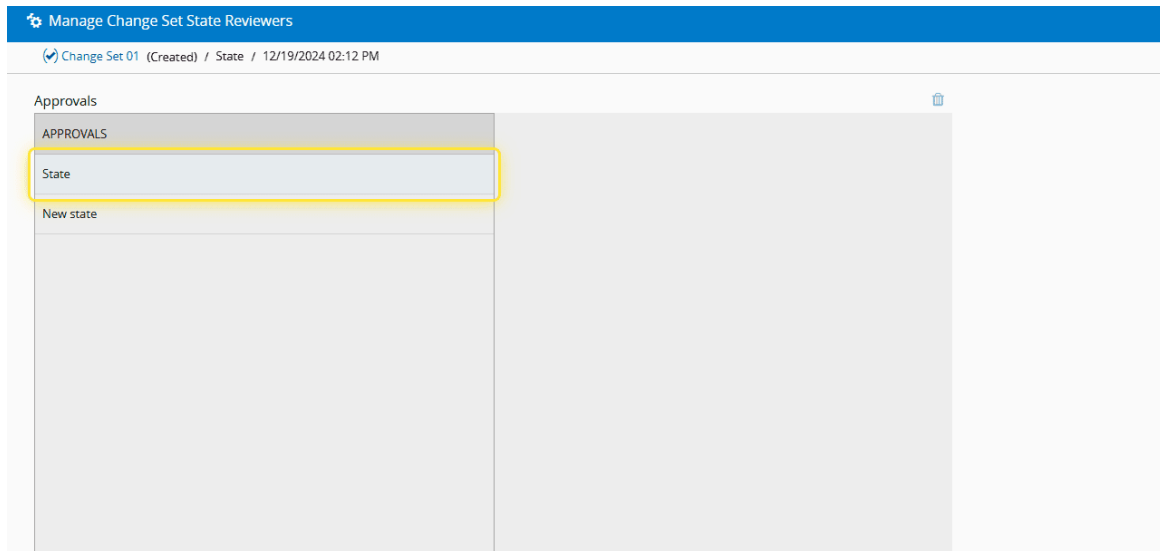
#### 5. Go to the State Reviewers section.



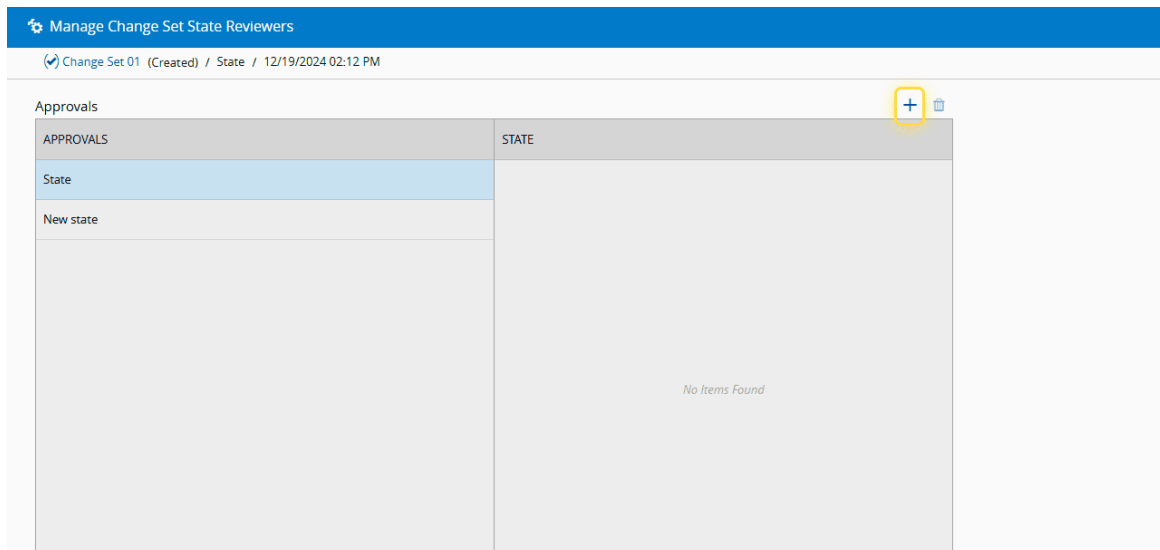
6. Select the Manage button.



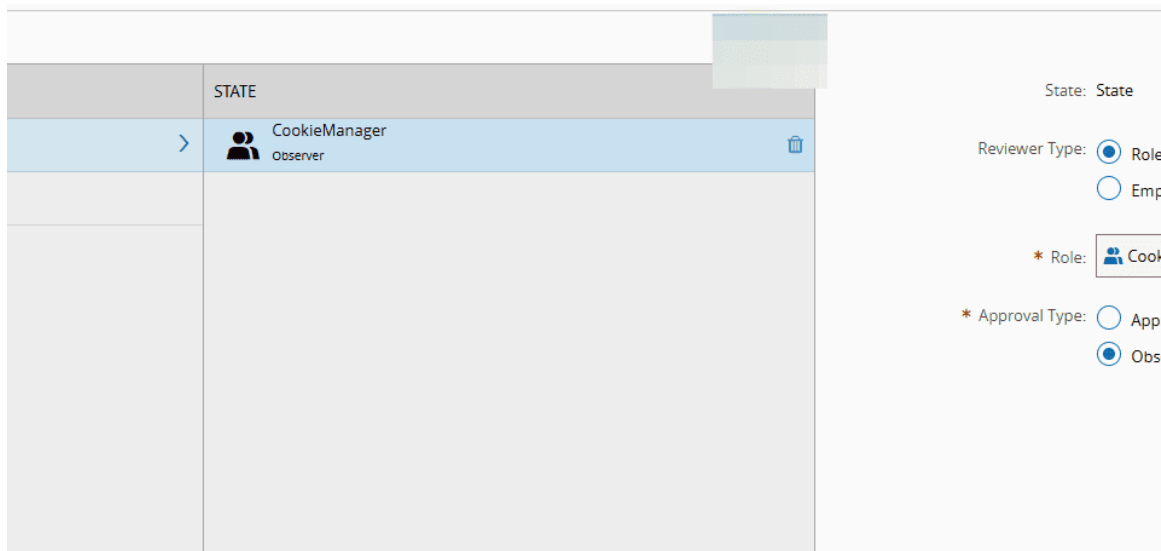
7. Choose the state where the Observer is to be added.



8. Select the add button.

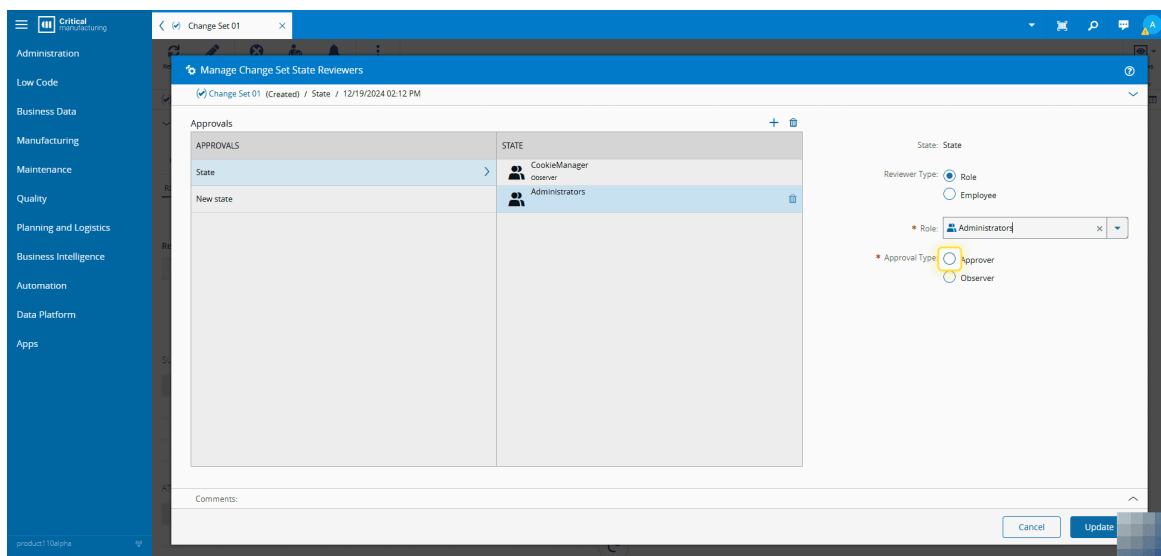


9. Set the information about the Observer.



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.

Administration

Low Code

Business Data

Manufacturing

Maintenance

Quality

Planning and Logistics

Business Intelligence

Automation

Data Platform

Apps

product10d9p/a

Change Set 01

Manage Change Set State Reviewers

Change Set 01 (Created) / State / 12/19/2024 02:12 PM

APPROVALS	STATE
State	CookieManager CookieServer
New state	Administrators Approver

State: State

Reviewer Type:  Role  Employee

\* Role: Administrators

\* Approval Type:  Approver  Observer

Comments:

Cancel Update



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