

Access the Work Queue of the User Whose Processes Were Delegated To You

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You can view and perform actions on processes that were delegated to you by other users.

Procedure

1. In the left panel in Flowtime, click **Change User**.
2. Select the user whose work you want to view.
3. Click the Log **On Button**
You can open and perform actions on tasks as necessary. Your actions are recorded on the Process Wall audit trail as performed "on behalf of" the original user.
4. To return to your task list, in the left panel, click **Change User**.
5. Select the user whose work queue you viewed, and click **Log Off**.