

# Grad Hire PeopleSoft Application

**Department / College Approval**



## GA Contract Number 1000032 Requires Your Approval Test of CSQA

csqa to: c.w.newton

Sent by: [call.center@csuohio.edu](mailto:call.center@csuohio.edu)

05/19/2011 10:11 AM

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From: [csqa@earth9.csuadmin.csuohio.edu](mailto:csqa@earth9.csuadmin.csuohio.edu)

To: [c.w.newton@csuohio.edu](mailto:c.w.newton@csuohio.edu)

Sent by: [call.center@csuohio.edu](mailto:call.center@csuohio.edu)

1. Click on link to Approve a Contract

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GA Contract Number 1000032 for Shelby Cars requires your approval.

Please Sign In to review your worklist:

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1. Enter User ID and Password

Worklist for C1000594: Charles William Newton

[Summary View](#)

Work List Filters:

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Worklist							
From	Date From	Work Item	Priority	Worked By Activity	Business Process Name	Link	
Ronald L Hoagland	05/10/2011 1:01:23PM	Approve GA College Division	<input type="text"/>	ZXC_GA_GOTO_APPROVAL	ZXC_GA_HIRE_BP	<a href="#">1000009.0.2215306</a>	<input type="button" value="Mark Worked"/>
Charles William Newton	05/11/2011 1:34:11PM	Approve GA College Division	<input type="text"/>	ZXC_GA_GOTO_APPROVAL	ZXC_GA_HIRE_BP	<a href="#">1000027.0.2027273</a>	<input type="button" value="Mark Worked"/>
Charles William Newton	05/11/2011 1:53:53PM	Approve GA College Division	<input type="text"/>	ZXC_GA_GOTO_APPROVAL	ZXC_GA_HIRE_BP	<a href="#">1000029.0.2057130</a>	<input type="button" value="Mark Worked"/>
Ronald L Hoagland	05/10/2011 1:00:02PM	Approve GA Dept Bud	<input type="text"/>	ZXC_GA_GOTO_APPROVAL	ZXC_GA_HIRE_BP	<a href="#">1000010.0.2515419</a>	<input type="button" value="Mark Worked"/>
Charles William Newton	05/11/2011 10:54:36AM	Approve GA Dept Bud	<input type="text"/>	ZXC_GA_GOTO_APPROVAL	ZXC_GA_HIRE_BP	<a href="#">1000021.0.2027273</a>	<input type="button" value="Mark Worked"/>
Charles William Newton	05/11/2011 1:15:11PM	Approve GA Dept Bud	<input type="text"/>	ZXC_GA_GOTO_APPROVAL	ZXC_GA_HIRE_BP	<a href="#">1000016.1.2530714</a>	<input type="button" value="Mark Worked"/>
Charles William Newton	05/11/2011 1:18:07PM	Approve GA Dept Bud	<input type="text"/>	ZXC_GA_GOTO_APPROVAL	ZXC_GA_HIRE_BP	<a href="#">1000016.1.2530714</a>	<input type="button" value="Mark Worked"/>
Charles William Newton	05/11/2011 1:44:23PM	Approve GA Dept Bud	<input type="text"/>	ZXC_GA_GOTO_APPROVAL	ZXC_GA_HIRE_BP	<a href="#">1000028.0.2027273</a>	<input type="button" value="Mark Worked"/>
Charles William Newton	05/19/2011 10:15:43AM	Approve GA Grad Studies	<input type="text"/>	ZXC_GA_GOTO_APPRVL_GRD_STUDIES	ZXC_GA_HIRE_BP	<a href="#">1000032.0.2027273</a>	<input type="button" value="Mark Worked"/>

1. Click on link Matching the Contract number in Email

Contract Num 1000032

Find | View All | First | 1 of 1 | Last

Student ID 2027273    Shelby Cars    Seq 0

\*Action

Comment

1. Select Approve, Deny, or Recycle

2. Enter Comment

3. Save Change

4. Return to Worklist

Action	DateTime	Approver	Level

Worklist for C1000594: Charles William Newton

[Summary View](#)

Work List Filters:  ▼

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Worklist							
From	Date From	Work Item	Priority	Worked By Activity	Business Process Name	Link	
Ronald L Hoagland	05/10/2011 1:01:23PM	Approve GA College Division	<input type="text"/> <span>▼</span>	ZXC_GA_GOTO_APPROVAL	ZXC_GA_HIRE_BP	<a href="#">1000009.0.2215306</a>	<input type="button" value="Mark Worked"/>
Charles William Newton	05/11/2011 1:34:11PM	Approve GA College Division	<input type="text"/> <span>▼</span>	ZXC_GA_GOTO_APPROVAL	ZXC_GA_HIRE_BP	<a href="#">1000027.0.2027273</a>	<input type="button" value="Mark Worked"/>
Charles William Newton	05/11/2011 1:53:53PM	Approve GA College Division	<input type="text"/> <span>▼</span>	ZXC_GA_GOTO_APPROVAL	ZXC_GA_HIRE_BP	<a href="#">1000029.0.2057130</a>	<input type="button" value="Mark Worked"/>
Ronald L Hoagland	05/10/2011 1:00:02PM	Approve GA Dept Bud	<input type="text"/> <span>▼</span>	ZXC_GA_GOTO_APPROVAL	ZXC_GA_HIRE_BP	<a href="#">1000010.0.2515419</a>	<input type="button" value="Mark Worked"/>
Charles William Newton	05/11/2011 10:54:36AM	Approve GA Dept Bud	<input type="text"/> <span>▼</span>	ZXC_GA_GOTO_APPROVAL	ZXC_GA_HIRE_BP	<a href="#">1000021.0.2027273</a>	<input type="button" value="Mark Worked"/>
Charles William Newton	05/11/2011 1:15:11PM	Approve GA Dept Bud	<input type="text"/> <span>▼</span>	ZXC_GA_GOTO_APPROVAL	ZXC_GA_HIRE_BP	<a href="#">1000015.0.2520744</a>	<input type="button" value="Mark Worked"/>
Charles William Newton	05/11/2011 1:18:07PM	Approve GA Dept Bud	<input type="text"/> <span>▼</span>	ZXC_GA_GOTO_APPROVAL	ZXC_GA_HIRE_BP	<a href="#">1000028.0.2027273</a>	<input type="button" value="Mark Worked"/>
Charles William Newton	05/11/2011 1:44:23PM	Approve GA Dept Bud	<input type="text"/> <span>▼</span>	ZXC_GA_GOTO_APPROVAL	ZXC_GA_HIRE_BP	<a href="#">1000028.0.2027273</a>	<input type="button" value="Mark Worked"/>
Charles William Newton	05/19/2011 10:15:43AM	Approve GA Grad Studies	<input type="text"/> <span>▼</span>	ZXC_GA_GOTO_APPRVL_GRD_STUDIES	ZXC_GA_HIRE_BP	<a href="#">1000032.0.2027273</a>	<input type="button" value="Mark Worked"/>

1. Click on link Mark Worked to Remove