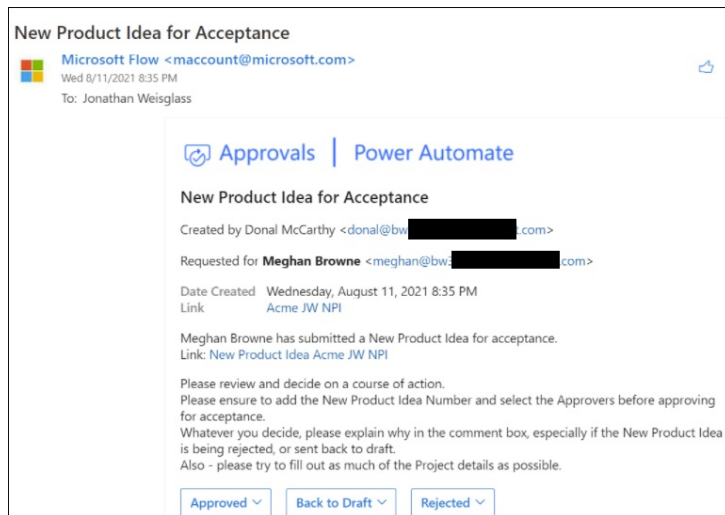


Receiver Review of the Project Request

Video has been removed from this PDF. Visit the BrightWork 365 knowledge base to view.

Receiver Review of Requests

To view a request that is available for review, the Receiver can check the email that was automatically sent when the Requestor submitted the request.



The Receiver can decide to:

- Accept the submitted request and send it for approval as dictated by the process Approval Stage Level.
- Send the request back to Draft status so that missing information can be added by the Requestor.
- Reject the request.

After a decision is made by the Receiver, a notification email will be sent to the Requestor and the request form will be updated accordingly.



Donal McCarthy
Thu 12/08/2021 02:54
To: Meghan Browne



Dear Meghan,

The New Product Idea '[Acme JW NPI](#)' you submitted has been accepted and will shortly be sent for approval.

If it passes approval, it will progress to a project. You will be informed of the outcome of each stage.

See below for a summary of the acceptance response.

Thank you for your submission.

Stage	User	Response	Comments	Date
Draft	Meghan Browne	Submitted	Request Submitted	Thursday, August 12, 2021 1:35 AM
Accept	Jonathan Weisglass	Approved	Thank you for submitting this request, it is approved.	Thursday, August 12, 2021 1:54 AM