

A1813 - Visit Minute validation

Overview

This section shows you how the manager validates a Visit minute

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Step-By-Step



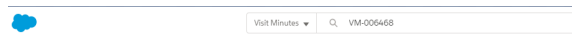
Two possibilities to access the Visit Minutes to be validated

- Make the search by the Number of the visit minutes receipt by e-mail
- Access by report "in tabs"

STEP 1

Make the search by the **Number of the visit minutes receipt by e-mail**

Fill the Visit minute Number and Click and **Search**



STEP 2

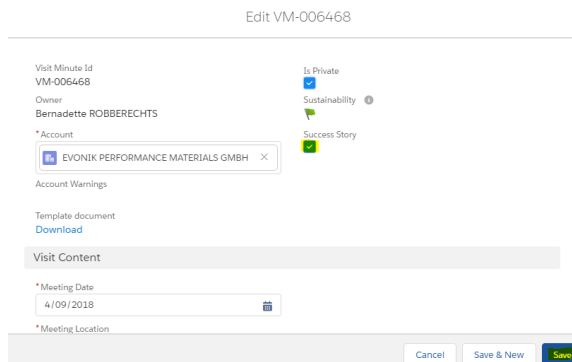
Click on **"Edit"** in the Action column



STEP 3

1 - Tick box if the Success Story visit minute

2 - Click on Save



Related articles

Need help?

[How to ask for assistance?](#)

Dear Salesforce Convergence user,

For any question or issue regarding Convergence, please :

- create a request in **Service One** with the following information:
 - I want to update data in Convergence [Maintain data ownership in CONVERGENCE](#)
 - I want to mass upload procurement data [Maintain procurement data in CONVERGENCE](#)
 - Process : Data & Analysis
 - PTP-Subprocess: Purchasing Tools Support
 - PTP-Category: Convergence

For account creation, please refer to [here](#).

Thank you very much,

Convergence Team.