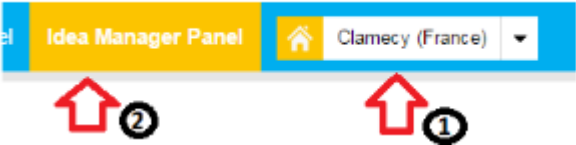
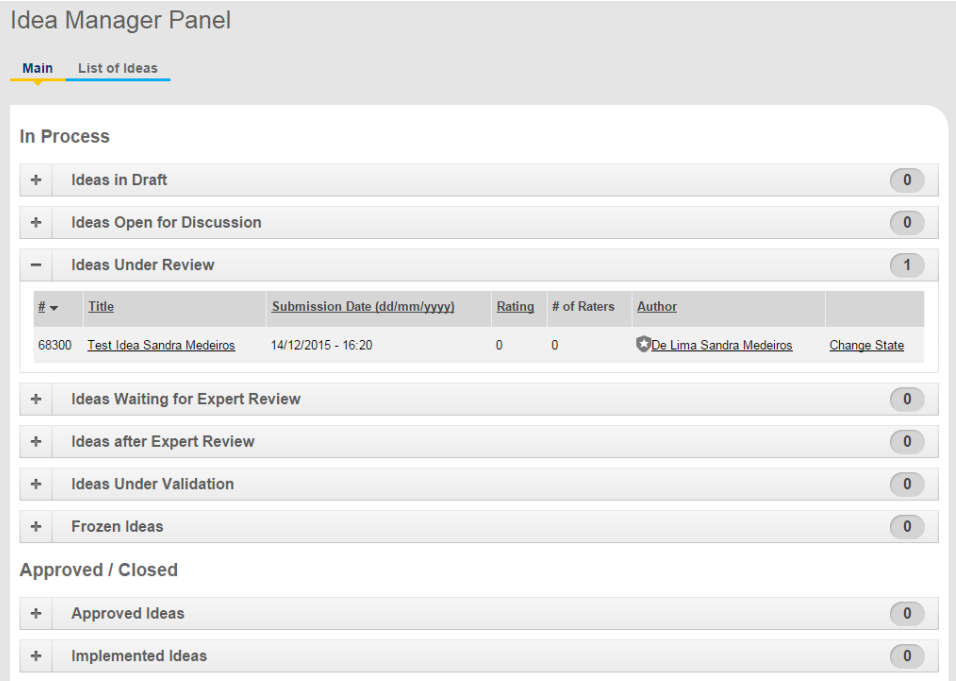


Where to find the ideas assigned to you as an Idea Manager?

| Procedure | Screenshot | | | | | | | | | | | | |
|---|--|------------------------------|--------|------------------------------|--|-------------|--------|-------|---|--------------------|---|---|--|
| 1. Select your Tenant Site | | | | | | | | | | | | | |
| 2. Click on "Idea Manager Panel" |  | | | | | | | | | | | | |
| 3. These are the ideas assigned to you based on the category of idea. They are grouped by status in the Main tab |  <p>Idea Manager Panel</p> <p>Main List of Ideas</p> <p>In Process</p> <ul style="list-style-type: none"> + Ideas in Draft 0 + Ideas Open for Discussion 0 - Ideas Under Review 1 <table border="1"> <thead> <tr> <th>#</th> <th>Title</th> <th>Submission Date (dd/mm/yyyy)</th> <th>Rating</th> <th># of Raters</th> <th>Author</th> </tr> </thead> <tbody> <tr> <td>68300</td> <td>Test Idea Sandra Medeiros</td> <td>14/12/2015 - 16:20</td> <td>0</td> <td>0</td> <td>De Lima Sandra Medeiros Change State</td> </tr> </tbody> </table> <ul style="list-style-type: none"> + Ideas Waiting for Expert Review 0 + Ideas after Expert Review 0 + Ideas Under Validation 0 + Frozen Ideas 0 <p>Approved / Closed</p> <ul style="list-style-type: none"> + Approved Ideas 0 + Implemented Ideas 0 | # | Title | Submission Date (dd/mm/yyyy) | Rating | # of Raters | Author | 68300 | Test Idea Sandra Medeiros | 14/12/2015 - 16:20 | 0 | 0 | De Lima Sandra Medeiros Change State |
| # | Title | Submission Date (dd/mm/yyyy) | Rating | # of Raters | Author | | | | | | | | |
| 68300 | Test Idea Sandra Medeiros | 14/12/2015 - 16:20 | 0 | 0 | De Lima Sandra Medeiros Change State | | | | | | | | |
| 4. Click on "+" to expand the list. | | | | | | | | | | | | | |
| 5. Open up the idea that you want to process by clicking on the idea title. | | | | | | | | | | | | | |