

# A1813 - Visit Minute validation

## Overview

This section shows you how the manager validates a Visit minute

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## Step-By-Step



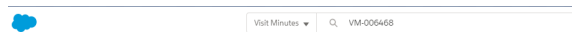
**Two possibilities to access the Visit Minutes to be validated**

- 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

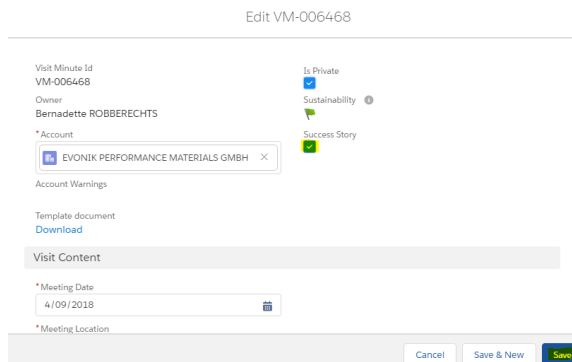
Click on **"Edit"** in the Action column



### 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.*