

GBS - Finance - How to contribute



In this page you find what you need to:

1. Become a new contributor
2. Create and approve an operation



Be trained

To become an efficient contributor and know good practices, it is highly recommended to attend a training.

Training



Request access

You can find all information on how you can request access in "Contacts"

Contacts



Read the rules

Before starting your contribution, make sure you are well aware of the rules.

Rules

Workflow history

This view shows the 5 most recent entries. The complete workflow log is available from the 'Document Activity' menu item.

Mar 28, 2025	Actor	Type	Activity	Version
Published	LI, Qiaosi (Joice)	Edit	updated the page at 4:31 am	
		State	changed state to Published at 3:31 am	v46
Draft	LI, Qiaosi (Joice)	State	gave <i>Approvers</i> approval at 3:31 am	
		State	changed state to Draft at 3:31 am	v46
Nov 07, 2018				
Published	Cátia Pinto	State	changed state to Published at 11:07 am	v45

Draft



Cátia Pinto

State

gave *Approvers* approval at 11:07 am

Aug 07, 2018



Cátia Pinto

Edit

updated the page at 10:11 am
