

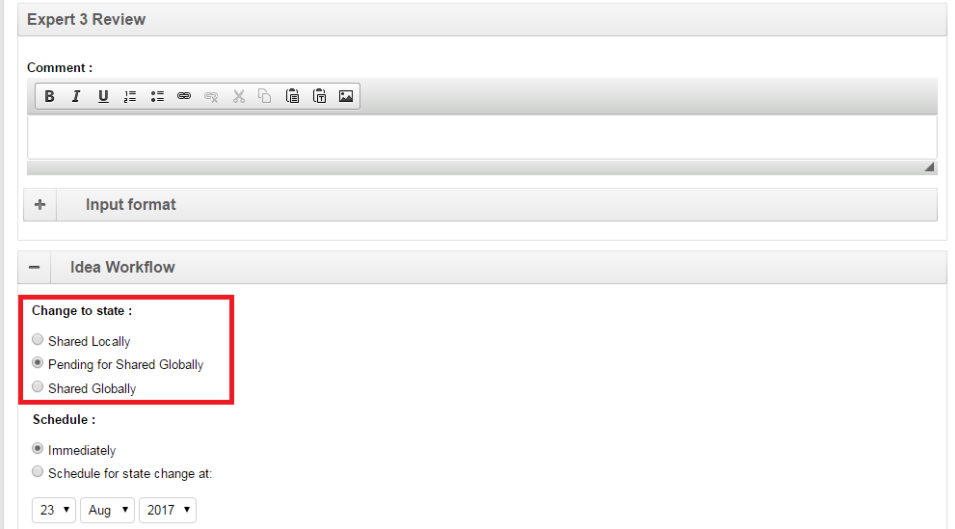


How to share an idea Locally / Globally?

Procedure	Screenshot
<p>1. An idea can only be changed to "Shared Locally" state when it is in "Implemented" state.</p> <p>Click on "Update state" button to update status.</p> <div data-bbox="139 472 506 653" style="border: 1px solid green; padding: 5px; margin-top: 10px;"> <p>✔ Flow to share an Idea:</p> <p>Implemented → Pending for Shared Locally → Shared Locally → Pending for Shared Globally → Shared Globally</p> </div>	
<p>2. When an idea status is changed to "Pending for Shared Globally", "Update state" button will no longer appear.</p> <p>Click on "Edit button" to change status.</p>	
<p>3. Scroll on the edit page until "Idea Workflow" session. Change status to "Shared Globally".</p> <div data-bbox="139 1010 506 1146" style="border: 1px solid red; padding: 5px; margin-top: 10px;"> <p>! Only Local Admin can see this "Idea Workflow" session. Not even Idea Manager can see this session.</p> </div>	
<p>4. Click on Submit button at the bottom of the page to save the change. Idea is "Shared Globally" now.</p>	