

**MICHIGAN STATE**  
**UNIVERSITY**

# Beta Presentation

## Business Approval System

### The Capstone Experience

Team Dow

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*From Students...  
...to Professionals*

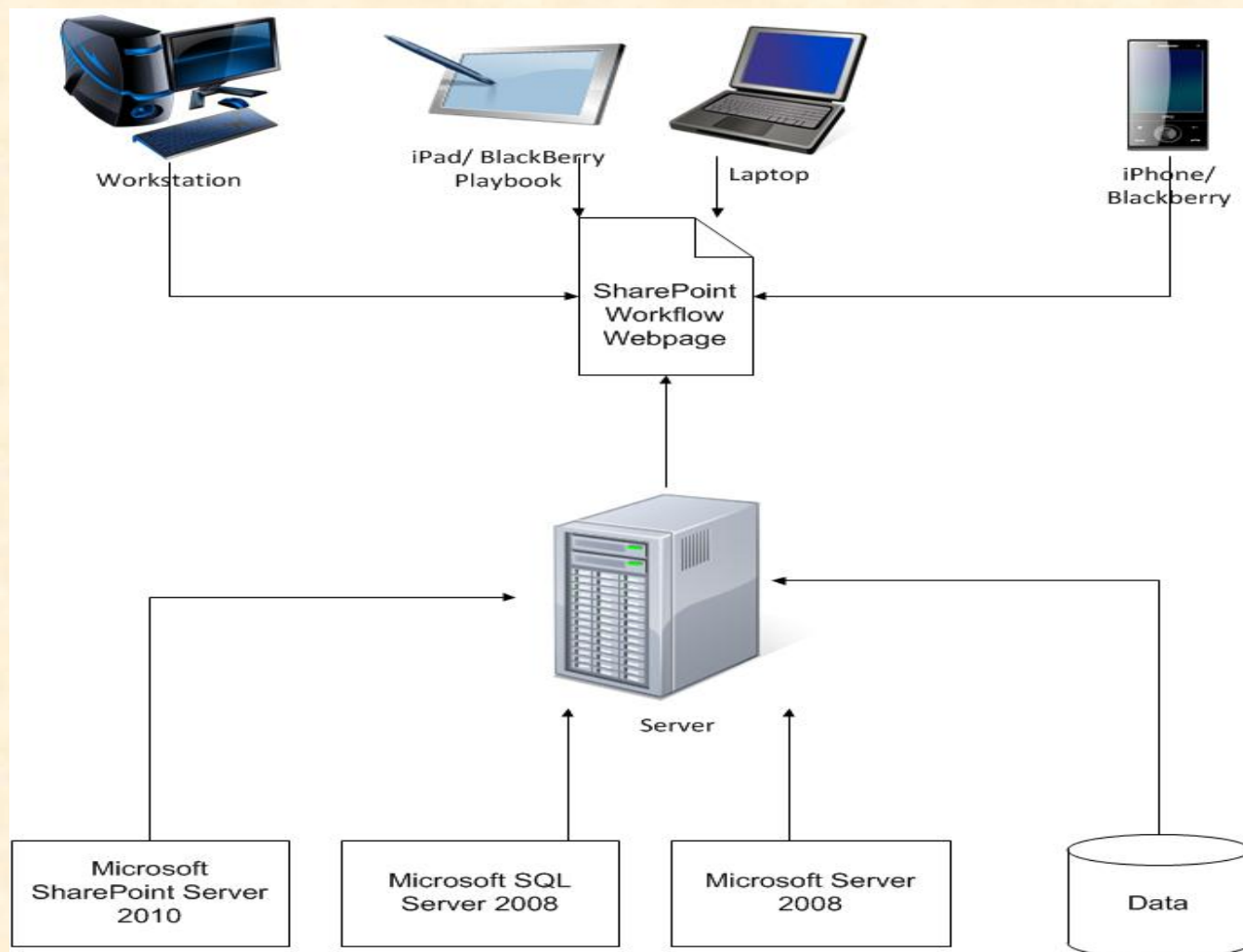
# Project Overview

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- Reusable SharePoint Approval Workflow
- Device Agnostic
- Applied to Dow's Spending Delegation of Authority Process
- Flows through approvers from lowest level to highest level until approved or rejected




# System Architecture



# Main Menu

The screenshot displays the main menu of the Business Approval System. At the top, there is a dark header with the text "Business Approval System" and a home icon. Below the header, the menu is organized into three sections: Admin Menu, Approval Menu, and Request Menu. Each section contains a list of menu items with a right-pointing arrow. The Admin Menu has one item: Business Functions. The Approval Menu has four items: All Spending Requests (2), Pending Approval (2), Approved (0), and Rejected (0). The Request Menu has five items: All Spending Requests (3), Pending Submission (1), Pending Approval (2), Approved (0), and Rejected (0).

Business Approval System



**Admin Menu**

- Business Functions >

**Approval Menu**

- 2 All Spending Requests >
- 2 Pending Approval >
- 0 Approved >
- 0 Rejected >


**Request Menu**

- 3 All Spending Requests >
- 1 Pending Submission >
- 2 Pending Approval >
- 0 Approved >
- 0 Rejected >



# Business Function List

Business Approval System

 Main Menu

**Business Functions**

- Performance Systems > Automotive Systems >
- Performance Systems > Dow Elastomers >
- Performance Systems > Dow Wire & Cable >
- Health and Agricultural Sciences > Dow AgroSciences > Agricultural Chemicals >
- Electronic and Specialty Materials > Electronic Materials > Semiconductor Technologies >



# Approvers List

Business Approval System


Home Main Menu New

### Semiconductor Technologies

Order: 1	John Furcean
Order: 2	Joe Langford
Order: 3	Joe Amenta


# Adding Approver

Business Approval System

 Main Menu

## New Approver

**Username**

 [John Furcean](#)

**Business Function**


**Order**

Add Approver >



# Tasks Pending Approval

Business Approval System

 Main Menu

**Pending Approval**

Please review Department PC Replacements  
John Furcean  
Not Started >


Please review Department Mobile Phone Upgrade  
John Furcean  
Not Started >







# Approval Page

Business Approval System

 [Main Menu](#)

### Please review Department PC Replacements

Spending Request Title	Department PC Replacements
Spending Request Amount	20000
Reason for Request	Our department is using 5 year old PCs. The computers are extremely slow and outdated. This is drastically effecting our work efficiency.
Comments	<input type="text" value="I approve this request!"/>
 Approve Request	>
 Reject Request	>



# New Request

Spending Requests - New Item

Edit

Save Cancel Paste Copy Spelling

Commit Clipboard Spelling

Spending Request Title \* Pizza Party






Spending Request Amount \* 1000.00

Reason for Request \*  
Need \$1000.00 for a pizza party on Friday.

Save Cancel

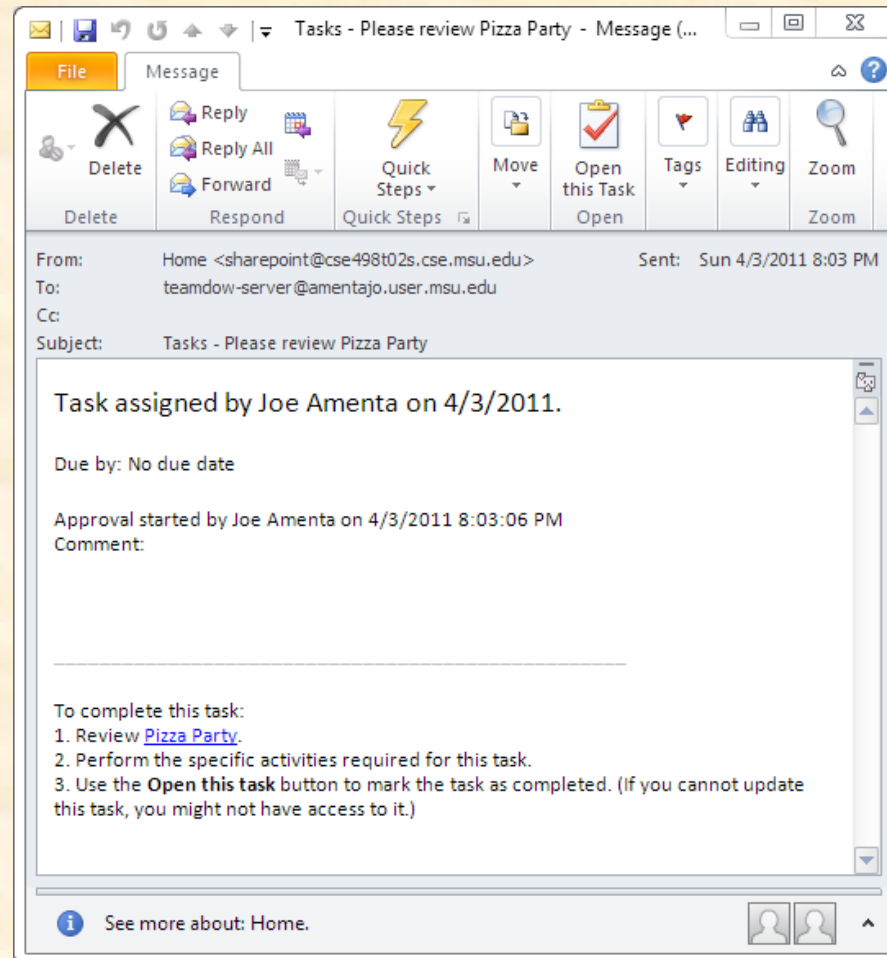


# Start Workflow

Business Function	Electronic and Specialty Materials > Electronic Materials > Semiconductor Technology 
Expand Groups	<input checked="" type="checkbox"/> For each group entered, assign a task to every member of that group.
Request	<div style="border: 1px solid #ccc; height: 60px; width: 100%;"></div> <p>This message will be sent to the people assigned tasks.</p>
Due Date for All Tasks	<div style="border: 1px solid #ccc; width: 100%;"></div>  The date by which all tasks are due.
Duration Per Task	<div style="border: 1px solid #ccc; width: 100%;"></div> The amount of time until a task is due. Choose the units by using the Duration Units.
Duration Units	Day(s)  Define the units of time used by the Duration Per Task.
CC	<div style="border: 1px solid #ccc; width: 100%;"></div>   Notify these people when the workflow starts and ends without assigning tasks to them.
<div style="display: flex; gap: 10px;"><input type="button" value="Start"/> <input type="button" value="Cancel"/></div>	






# Task Email (in Outlook)




# Reviewing the Task (in Outlook)

Please review Pizza Party

Status	Not Started
Requested By	<u>Joe Amenta</u>  
Consolidated Comments	Approval started by Joe Amenta on 4/3/2011 8:03:06 PM Comment:  These are the comments of the requestor and all previous participants.
Due Date	
Comments	Pizza is good.  This message will be included in your response.



# Request Approved

<input type="checkbox"/> Spending Request Title	Spending Request Amount	Reason for Request	Approval Workflow
Pizza Party 	\$1,000.00	Need \$1000.00 for a pizza party on Friday.	Approved



# What's Left to Do

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- Feedback from Dow
- Thorough testing
- Extend mobile functionality (stretch goal)
- Add new task features (stretch goal)

