



An Introduction to Policy Manager

The Policy Manager application is where policy content is stored and can be browsed by users with permissions.

Policies can be read and accepted by those with permissions on the front end, with the configuration of the application handled by administrators on the admin side.

The index below offers more information on how to use the application. If you run into any issues or have a product functionality question, please [submit a support ticket](#) so our team can assist.

Policy Manager application literature index

These guides are intended for [sysadmins & application administrators](#) - those who will advise end-users on how to use the application as well as manage the whole directory.

It is recommended to start at the top and read through in order.

Fundamentals

[Admin side overview](#) (Set up categories and default permissions before adding content in the application)

[Front-end overview](#)

[Permissions explained](#)

[Asset types](#)

[Creating a new policy](#)

[User Read & Accept](#)

[Notifications](#)

Ongoing management

[Creating new policy versions](#)

[Using Review dates](#)

[Allowing Minor Edits](#)

[Recalling policies](#)

[Reports](#)

Extras

[Bulk policy import](#)

[Creating an approval process](#)

Further Learning

We have an e-Learning course available [here](#) on Discover that covers the People application in detail and would suit new administrators or those looking for a refresher.

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