

T-Shirt order form

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## Description

Using this form, staff are able to request a company T-Shirt, selecting their size, choosing the colour and even adding customisations.

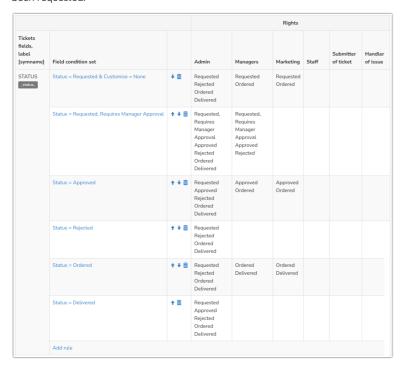
If a member of staff requests a T-Shirt without customisations, the marketing team are able to place the order straight away.

If a member of staff requests a T-Shirt with customisations, management will need to approve the customisations prior the marketing team placing the order.

If customisations are rejected by management, the requester will be notified.

## **Functionality Demonstrated**

Workflow rules have been put in place to control whether or not the Approved and Rejected statuses are needed, based on whether customisations have been requested.



Workflow is applied to the Status field, and condition sets define the scenario under which each rule should be applied.

For example, if the current status is 'rejected', then the status can only be changed by anyone in the Admin role, and the change can only be made to

'requested', 'ordered', or 'delivered'.

Created on 31 January 2018 by Hannah Door. Last modified on 30 November 2023 Tags: form templates, infocapture, Form, order