

## About Reviews

*Note: This information is based on reviews in GAL Release 7.9 and up.*

Reviews allow users to pro-actively create and maintain a review schedule for Global AlertLink objects. On the Properties tab of any object, you can create a schedule that meets your requirements. Reviews enable you to ensure that your plans, forms, documents, resources and contacts are periodically checked for accuracy and currency.

Review type is defined in Referential Data and can be customized to your needs. Reviews can be triggered by schedule or dependency and assigned to individual users or roles who, in turn, can automatically be notified when they are assigned a review. When you create a review schedule, you must assign it to a user or role before it will be created.

If your review notification message does not include a link to the item you are reviewing, you may not have authority to that object. reviews assigned to roles that are empty will also not receive review notification messages.

In addition, reminder notifications will be sent a number of days prior and after the due date depending upon your configuration settings.

When dependent reviews deny a scheduled review, a past due notification will be sent again to the reviewer of the scheduled review even though the reviewer completed the review. Denying a review restarts the review cycle from the point of the last completed review. See below for an example.