



Manage a configuration with many workflows

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About Configurations and Multiple Workflows

A configuration is a group of settings used to manage the creation and processing of translation jobs. Configurations are organization specific and specify the translation memories used, content types processed, workflows used and languages available for each job created using the configuration. A configuration may include various workflows based on the business needs (for e.g. one workflow with a review stage, and a similar one without this review stage). You may therefore select which workflow should be the default one or select the correct workflow when authorizing your job.

Select a Workflow after Job Creation at Authorization Stage

If your configuration gathers multiple workflows, you may also wish to select the correct one to be used after creating your job (at the Authorization stage):

1. Once you have created your job, click the **Home** button on the left-hand side.
2. Click **My Jobs** on the left navigation tree.
3. Under **Jobs For Authorization**, click on the [📄] icon in front of the job name that you wish to modify.

The screenshot shows the SDL Translation Management System interface. The left navigation pane has a 'Home' button at the bottom (callout 1) and 'My Jobs' in the tree (callout 2). The main content area shows a table titled 'Jobs For Authorization (Showing 7 Of 63)'. The table has columns for '%', a document icon, 'Job Name', and 'Due Date'. The first row is 'Test ESD - TC06 SR RM CWS' with a due date of '04/16/2018 18:30'. A callout 3 points to the document icon in the first row.

%		Job Name	Due Date
100	📄	Test ESD - TC06 SR RM CWS	04/16/2018 18:30
100	📄	Test ESD - TC06 SR RM Broker	04/16/2018 18:10
100	📄	Test ESD - TC04 SR STFR CWS 02	04/16/2018 15:53
100	📄	Test ESD - TC04 SR STFR Broker	04/16/2018 15:17
100	📄	Test ESD - TC02 File Copy CWS	04/16/2018 12:29
100	📄	Test ESD - TC02 File Copy Broker	04/16/2018 12:21
100	📄	Test ESD - TC01 RC Broker	04/16/2018 09:41

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On the **Authorization – Summary** page, you will be able to select the workflow you wish to use for this specific job:

The screenshot displays the 'Authorization - Summary' page in the SDL Translation Management System. The page is divided into several sections:

- Job Summary:** Contains fields for Name, Job ID, Description, Creation Date, Created By, Due Date, Item Count, HP Stakeholder, PO Number / Location Code, Reference Material, and Add Costs.
- Current Job Settings:** Contains fields for Name, Description, Project Manager, Client Contact, TM Sequences, File Types, Workflows, and Cost Models.
- Translation Progress By Type:** A pie chart showing 100% completion for 6 words, with 38 words remaining untranslated.
- Job Cost:** A section indicating there are no records to display.
- Authorization - Summary Table:** A table with columns for Language Pair, File Types, Cost, Workflow, Cost Model, New, Word Count, and Task Count. The first row shows 'EN-US > FR-CA' with a cost of \$ 0.0000 and a workflow of 'HP.com Tridion Labels'.

Numbered callouts indicate the following steps:

- 4:** Select the workflow you wish to use from the available drop-down menu.
- 5:** Make sure to tick the checkbox for the language pair(s) you want to authorize.
- 6:** Hit the **Authorize** button at the top of the screen to start the workflow.

4. Under **Workflow**, select the workflow you wish to use from the available drop-down menu.
5. Make sure to tick the checkbox for the language pair(s) you want to authorize.
6. Hit the **Authorize** button at the top of the screen to start the workflow.