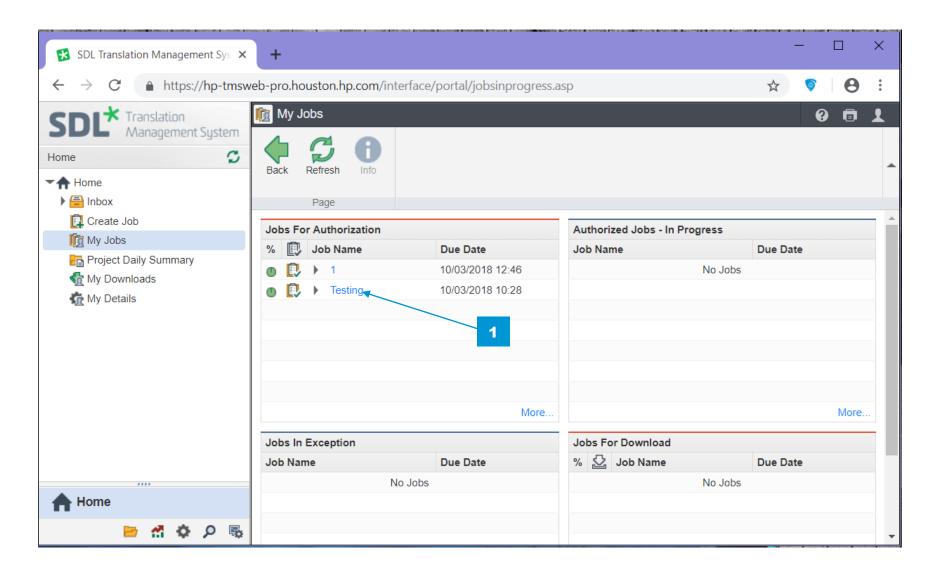


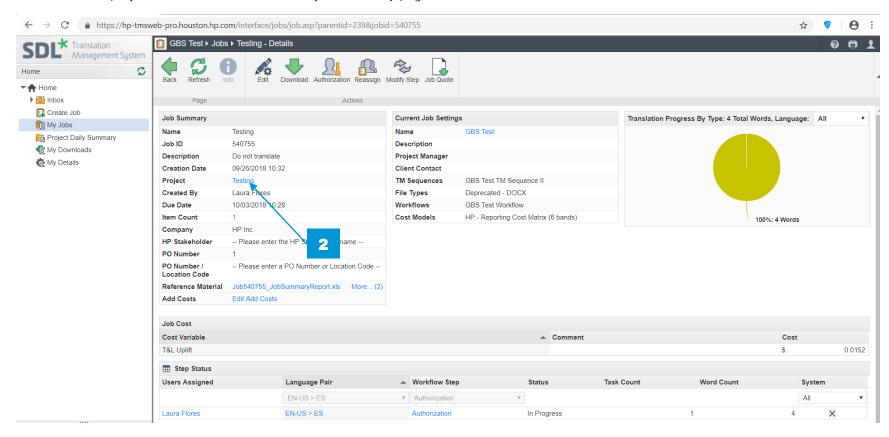


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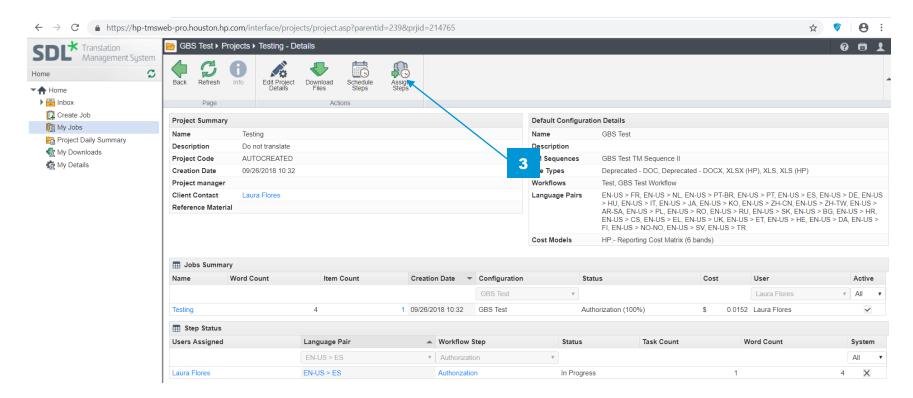
1. Click on the name of the job to access the job details page



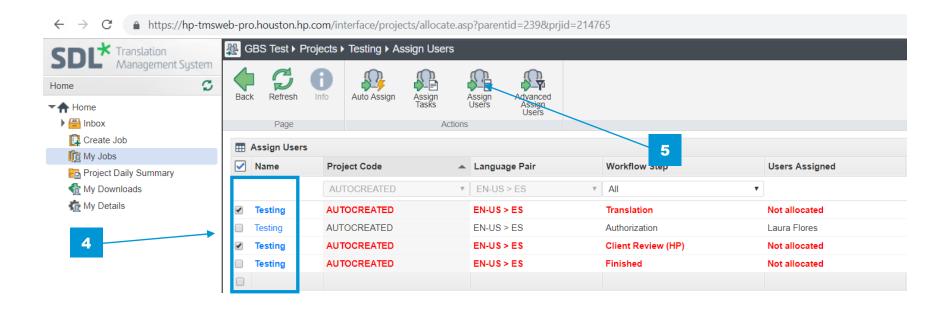
2. Click on the project name link to access the Project Summary page.



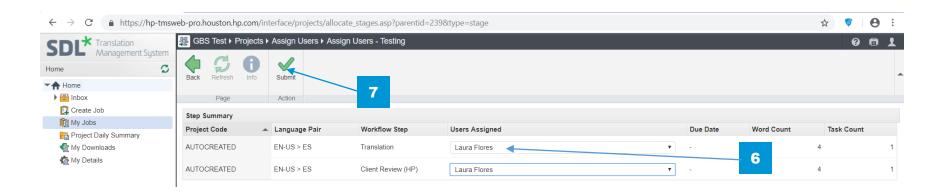
3. Click on Assign Steps button to reassign the stages to another user.



- 4. Click on one or more workflow stages to reassign to another user. Once a Workflow stage is selected, the Assign Users button is enabled
- 5. Click the Assign Users button to Assign / Reassign the Workflow stage.



- 6. Select the User (or Group) form the drop-down list of users.
- 7. After the assigned user is selected, click the Submit button



8. A change verification notice will pop-up to confirm your selection

