

Lumel

PowerTable

Approvals



Microsoft Fabric

Why Approvals?

Approvals are essential to ensure accountability, mitigate risks, and maintain compliance for organizational alignment and effectiveness.

Outline

1. Overview
2. User level approval
3. Rule based approval
4. Approvals using lookup table data
5. Multi-level approvals
6. Approvals notifications
7. Approve before saving vs. Save and track approval
8. Approval – User & Approver Workflow

1. Overview

How to access Approvals?

Home Setup ↻ Approvals Comments Search Filter

↶ ↷ Import 32 Appearance Format Rules + Insert Row Sync Save

<input type="checkbox"/>	Product Key	Product Subcategory Key	Product SKU	Product Name	Model Name	Product Description
<input type="checkbox"/>	214	Helmets	HL-U509-R	Sport-100 Helmet, Red	Sport-100	Universal fit, well-vented, lightweight , snap-on visor.
<input type="checkbox"/>	215	Helmets	HL-U509	Sport-100 Helmet, Black	Sport-100	Universal fit, well-vented, lightweight , snap-on visor.
<input type="checkbox"/>	218	Socks	SO-B909-M	Mountain Bike Socks, M	Mountain Bike Socks	Combination of natural and synthetic fibers stays dry and provides just the right cushi
<input type="checkbox"/>	219	Socks	SO-B909-L	Mountain Bike Socks, L	Mountain Bike Socks	Combination of natural and synthetic fibers stays dry and provides just the right cushi
<input type="checkbox"/>	220	Helmets	HL-U509-B	Sport-100 Helmet, Blue	Sport-100	Universal fit, well-vented, lightweight , snap-on visor.
<input type="checkbox"/>	223	Caps	CA-1098	AWC Logo Cap	Cycling Cap	Traditional style with a flip-up brim; one-size fits all.
<input type="checkbox"/>	226	Jerseys	LJ-0192-S	Long-Sleeve Logo Jersey, S	Long-Sleeve Logo Jersey	Unisex long-sleeve AWC logo microfiber cycling jersey
<input type="checkbox"/>	229	Jerseys	LJ-0192-M	Long-Sleeve Logo Jersey,...	Long-Sleeve Logo Jersey	Unisex long-sleeve AWC logo microfiber cycling jersey
<input type="checkbox"/>	232	Jerseys	LJ-0192-L	Long-Sleeve Logo Jersey, L	Long-Sleeve Logo Jersey	Unisex long-sleeve AWC logo microfiber cycling jersey
<input type="checkbox"/>	235	Jerseys	LJ-0192-X	Long-Sleeve Logo Jersey,...	Long-Sleeve Logo Jersey	Unisex long-sleeve AWC logo microfiber cycling jersey
<input type="checkbox"/>	238	Road Frames	FR-R92R-62	HL Road Frame - Red, 62	HL Road Frame	Our lightest and best quality aluminum frame made from the newest alloy; it is welded

Rows: 293 | PowerTable-Safa | S_Products | 100% | Page 1 of 27

Products Product Categories Product Subcateg... Territories Customer Calendar

Configure Approvals

We must turn on Approvals first

Home

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Workspaces

OneLake

Monitor

Real-Time

Fabric Workload ...

PowerTable Demo

Approvals Not Configured
Assign users and configure approvals

Configure Approvals

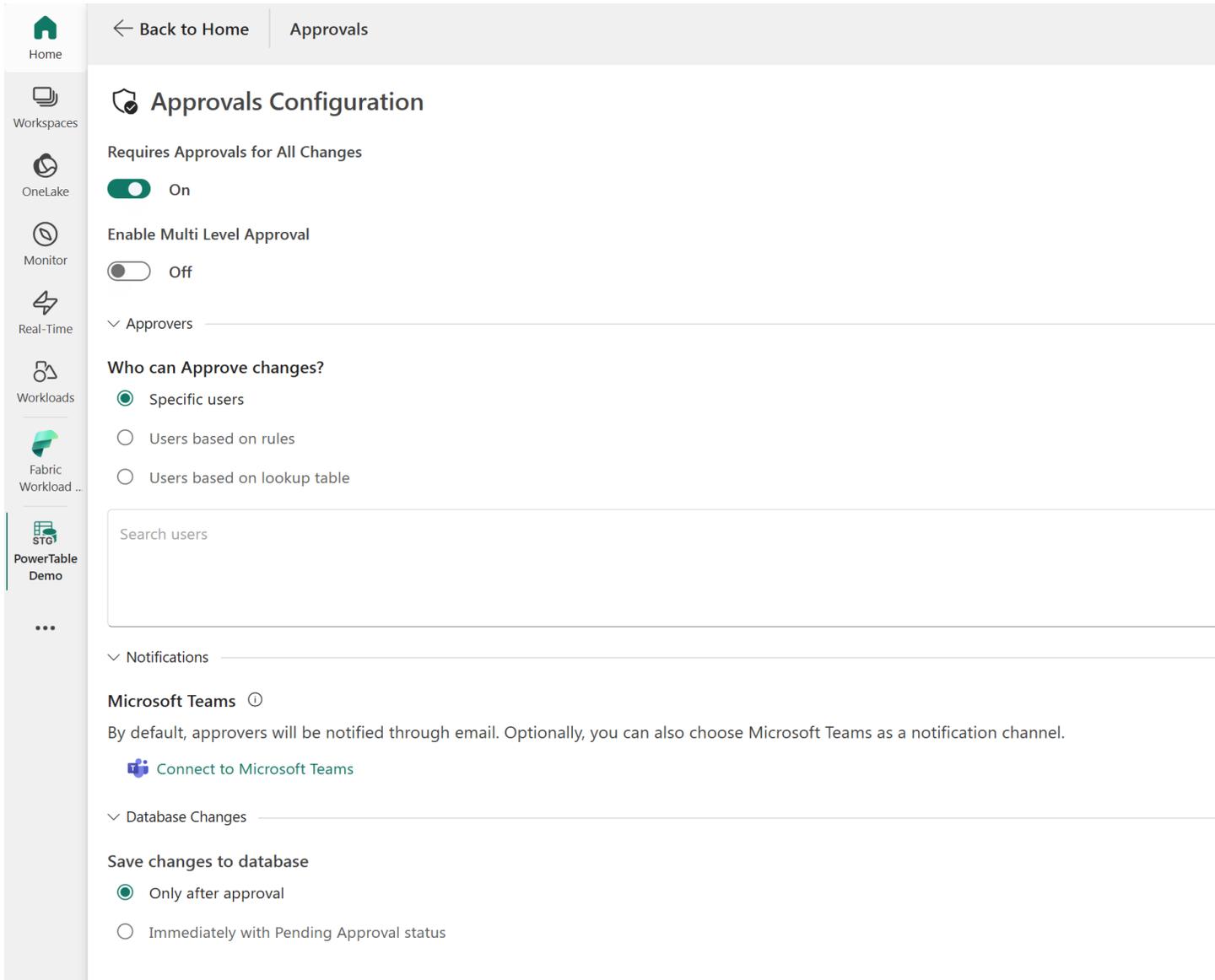
Approvals Configuration

Requires Approvals for All Changes

Off

Products | Product Categories | Product Subcateg... | Territories | Customer | Calendar

The Approvals tab



Home | Back to Home | Approvals

Approvals Configuration

Requires Approvals for All Changes On

Enable Multi Level Approval Off

▼ Approvers

Who can Approve changes?

Specific users

Users based on rules

Users based on lookup table

Search users

▼ Notifications

Microsoft Teams ⓘ

By default, approvers will be notified through email. Optionally, you can also choose Microsoft Teams as a notification channel.

[Connect to Microsoft Teams](#)

▼ Database Changes

Save changes to database

Only after approval

Immediately with Pending Approval status

2. User-based approval

Selecting specific approvers

Home

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Approvals Configuration

Requires Approvals for All Changes

On

Enable Multi Level Approval

Off

▽ Approvers

Who can Approve changes?

Specific users

Users based on rules

Users based on lookup table

@lumel.com X @lumel.com X @lumel.com X

▽ Notifications

Microsoft Teams ⓘ

Save Cancel

Home

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Fabric Workload ...

PowerTable Demo

Products

Product Categories

Product Subcateg...

Territories

Customer

Calendar

Sales

Fabric

Any changes made will require approval from the specified user.

Assign specific users as approvers from the drop-down box.

3. Rule-based approval

Accessing Rule-based approval

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Approvals Configuration

▼ Approvers

Who can Approve changes?

- Specific users
- Users based on rules
- Users based on lookup table

Approval Rules

Rule Name	Condition	Approvers	
Product Cost	ProductCost > 5	P Prithika Nagarajan	

If changes do not meet any of the above rules, send to the following approvers

X

Save changes to database

Save **Cancel**

Products | Product Categories | Product Subcateg... | Territories | Customer | Calendar | Sales

Conditional Approval – Send for approval based on rules and conditions

← Back to Home | Approvals

Approvals Configuration

▽ Approvers

Who can Approve changes?

Specific users
 Users based on rules
 Users based on lookup table

Approval Rules Delete all [+ Add Rule](#)

Rule Name	Condition	Approvers	
Product Cost	ProductCost > 5	P Prithika Nagarajan	
Product Price	ProductPrice ≥ 10 ProductColor is Black	A Arunachalam Krishnamo...	
Product Cost- Item Red	ProductCost ≥ 8 ProductColor is Red	Bhavadharini Srinivasa Ra...	

If changes do not meet any of the above rules, send to the following approvers

X

[Save](#) [Cancel](#)

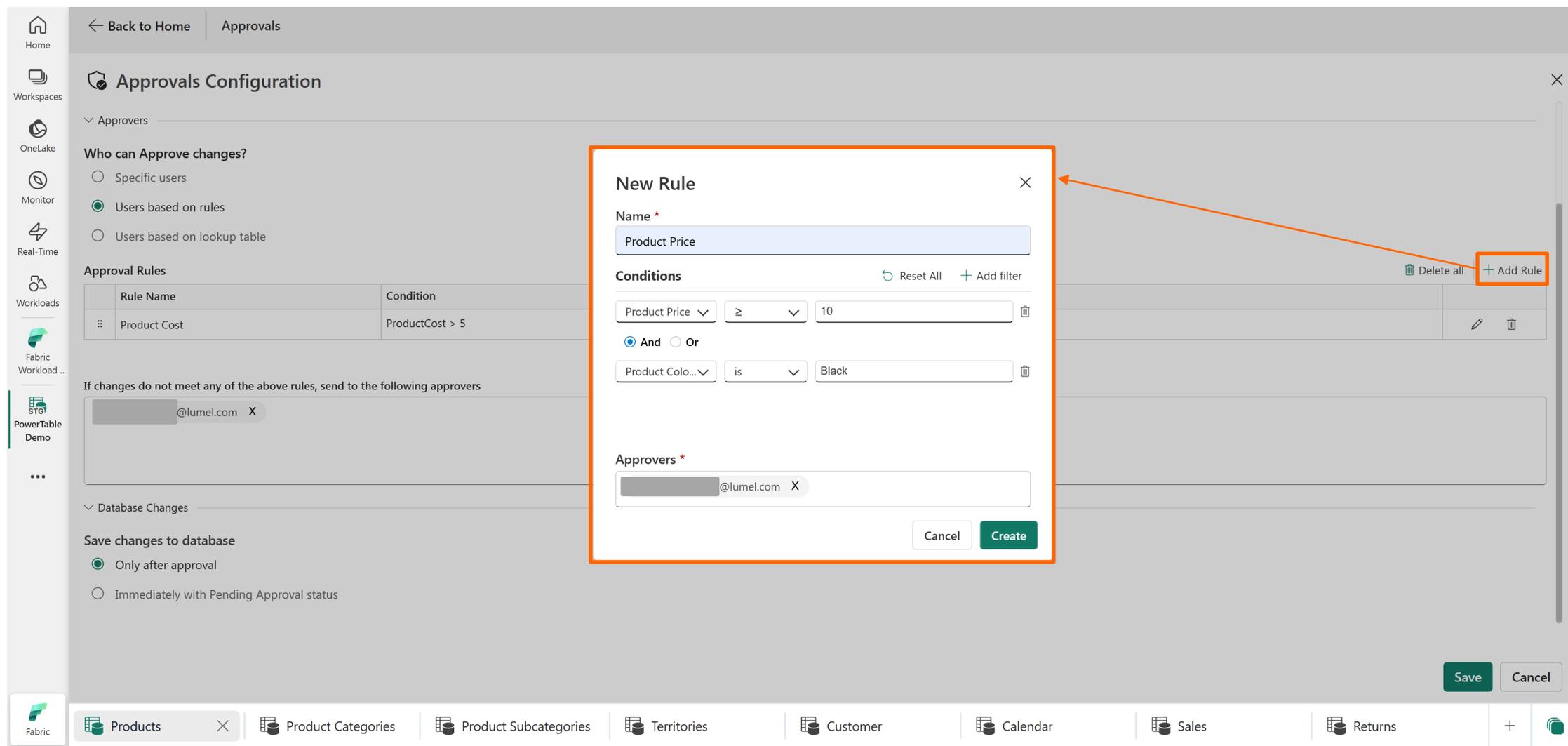
Fabric | Products | Product Categories | Product Subcateg... | Territories | Customer | Calendar | Sales

Supports AND/OR conditions

Different rules can have different approvers

A rule with multiple conditions

Define conditions and assign approvers for each rule



Approvals Configuration

Who can Approve changes?

- Specific users
- Users based on rules
- Users based on lookup table

Approval Rules

Rule Name	Condition
Product Cost	ProductCost > 5

If changes do not meet any of the above rules, send to the following approvers

@lumel.com X

Save changes to database

- Only after approval
- Immediately with Pending Approval status

New Rule

Name *
Product Price

Conditions Reset All + Add filter Delete all + Add Rule

Product Price ≥ 10

And Or

Product Colo... is Black

Approvers *
@lumel.com X

Cancel Create

Save Cancel

Products | Product Categories | Product Subcategories | Territories | Customer | Calendar | Sales | Returns

Multiple Rules - Approver Priority comes into effect

← Back to Home
Approvals

Approvals Configuration

▼ Approvers

Who can Approve changes?

Specific users
 Users based on rules
 Users based on lookup table

Approval Rules

Rule Name	Condition	Approvers
Product Cost	ProductCost > 5	P Prithika Nagarajan
Product Price	ProductPrice ≥ 10 ProductColor is Black	A Arunachalam Krishnamo...
Product Cost- Item Red	ProductCost ≥ 8 ProductColor is Red	Bhavadharini Srinivasa Ra...

Delete all | + Add Rule

If changes do not meet any of the above rules, send to the following approvers

X

If more than one condition is met, the approver for the rule that comes first in the list can approve on behalf of subsequent approver(s).

Home

Workspaces

OneLake

Monitor

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Workloads

Fabric Workload ...

PowerTable Demo

...

Fabric

Products

Product Categories

Product Subcateg...

Territories

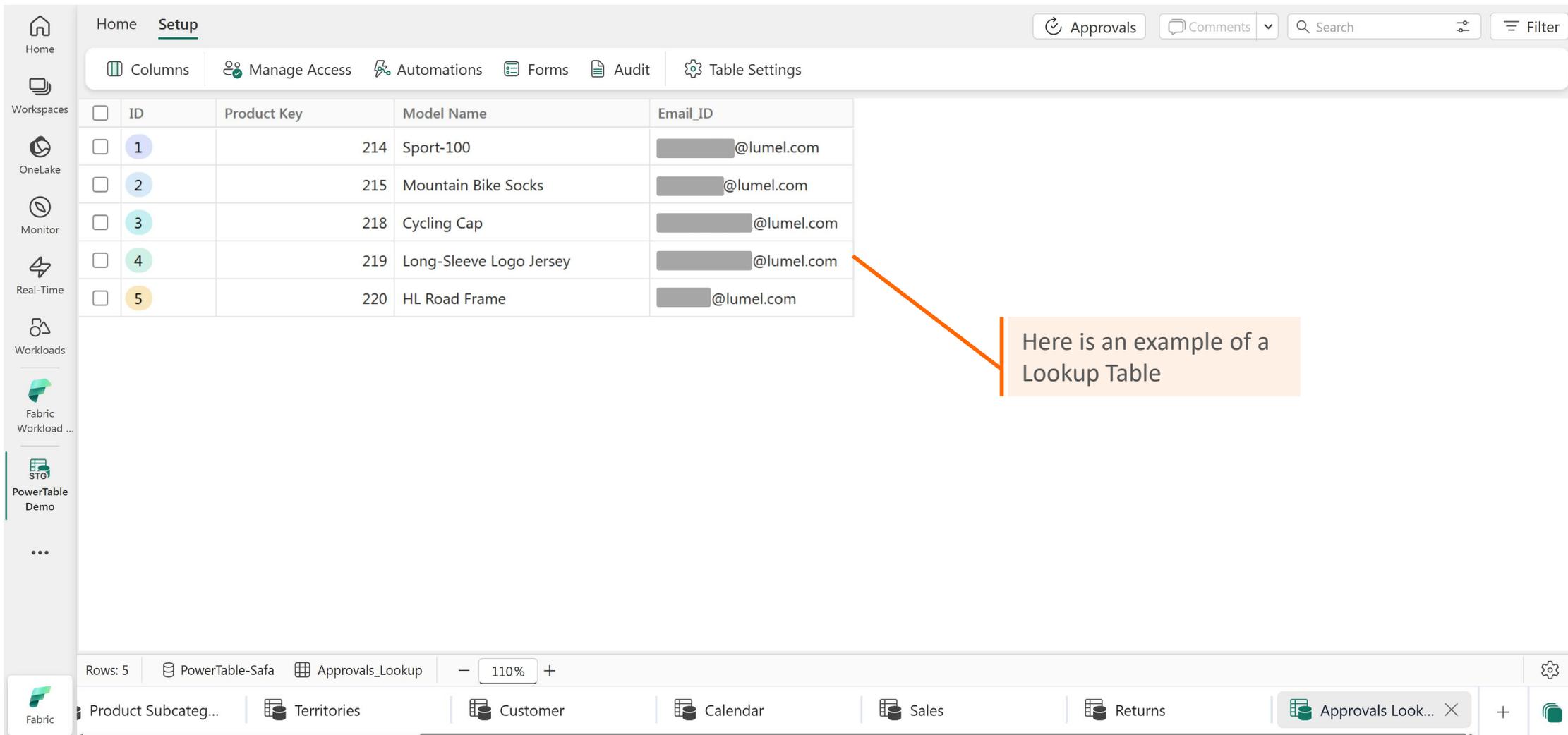
Customer

Calendar

Sales

4. Approvals using lookup table data

Sometimes we maintain approver details in a separate table



The screenshot shows the PowerTable interface with a table containing 5 rows of data. The table has columns for ID, Product Key, Model Name, and Email_ID. An orange callout box points to the table with the text "Here is an example of a Lookup Table".

ID	Product Key	Model Name	Email_ID
1	214	Sport-100	[REDACTED]@lumel.com
2	215	Mountain Bike Socks	[REDACTED]@lumel.com
3	218	Cycling Cap	[REDACTED]@lumel.com
4	219	Long-Sleeve Logo Jersey	[REDACTED]@lumel.com
5	220	HL Road Frame	[REDACTED]@lumel.com

Lookup approvers from the table

ID	Product Key	Model Name	Email_ID
1		214 Sport-100	████████@lumel.com
2		215 Mountain Bike Socks	████████@lumel.com
3		218 Cycling Cap	████████@lumel.com
4		219 Long-Sleeve Logo Jersey	████████@lumel.com
5		220 HL Road Frame	████████@lumel.com

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- Workspaces
- OneLake
- Monitor
- Real-Time
- Workloads
- Fabric Workload ...
- PowerTable Demo
- ...
- Fabric

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Approvals

Approvals Configuration

▼ Approvers

Who can Approve changes?

Specific users
 Users based on rules
 Users based on lookup table

Lookup Rules

Preview Rules | Sync Rules | Last Sync At NA | Status NA

Lookup Table

Approvals_Lookup ▼

Column Containing Approvers

Approvers Email ID ▼

Source Table Column to apply filter

Product Key ▼

Matching Lookup Table Column

ProductKey ▼ 🗑️

+ Add Condition

If changes do not meet any of the above rules, send to the following approvers

████████@lumel.com X

Save Cancel

Fill the respective details using the drop down

5. Multi-level approvals

Enabling Multi Level Approval

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Approvals

🛡️ Approvals Configuration
✕

Enable Multi Level Approval

On

Enable multi-level approval

▽ Approvers

Number of approval levels * ①

Maximum of 3 approval levels

Approval control is passed to Level 2 only AFTER Level 1 approval is done.

Approval Levels

Levels	Who Can Approve
Level 1	<input type="text" value=""/> @lumel.com X
Level 2	<input type="text" value=""/> @lumel.com X
Level 3	<input type="text" value=""/> @lumel.com X

Save
Cancel


Fabric


Products
✕


Product Categories
✕


Product Subcateg...
✕


Territories
✕

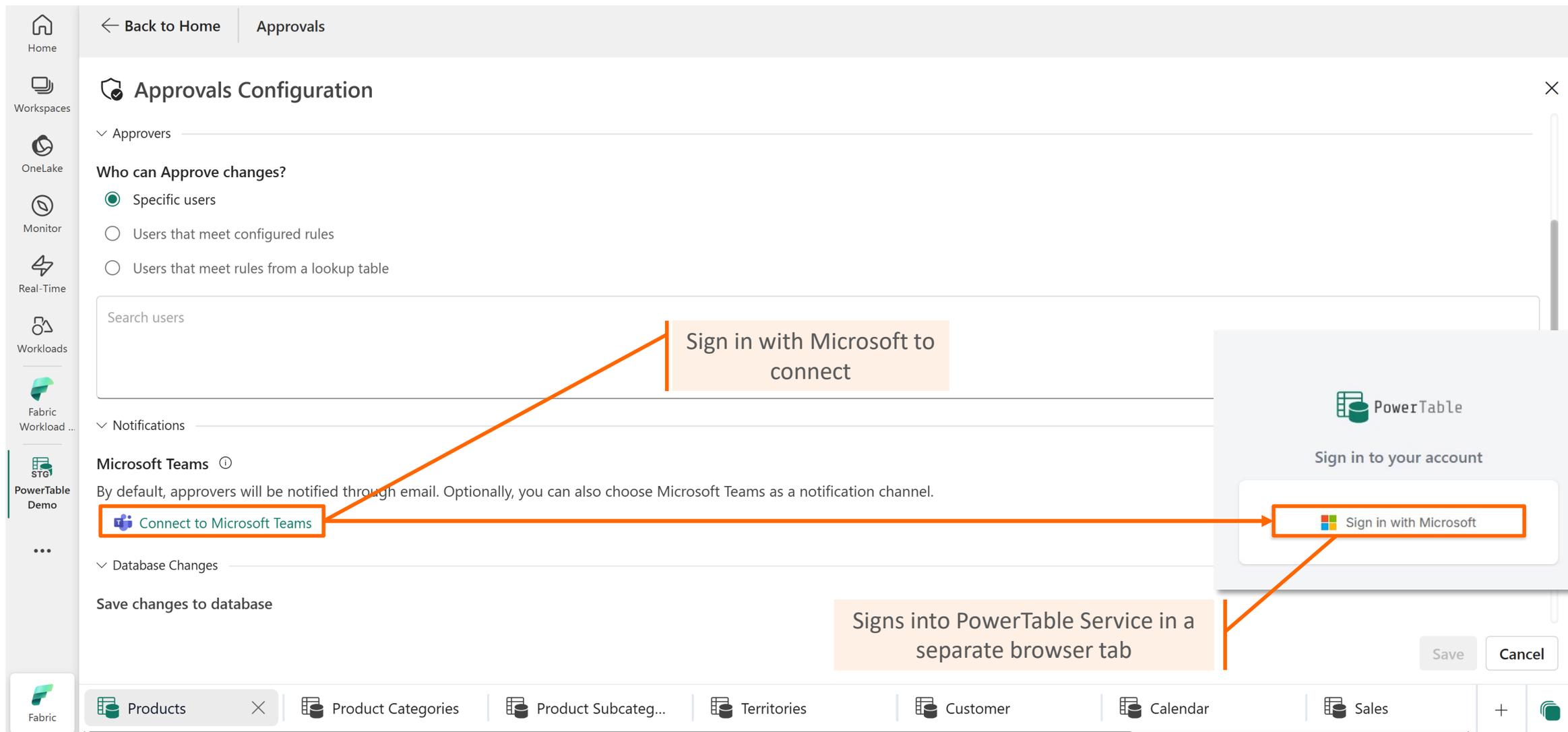

Customers
✕


Calendar
✕

+


6. Approvals Notifications

Step #1: Connecting to Microsoft Teams



The screenshot displays the 'Approvals Configuration' dialog box in the PowerTable application. The 'Microsoft Teams' section is highlighted with an orange box, and a callout box shows the 'Sign in with Microsoft' button in a separate browser tab. The callout box also includes the text 'Sign in to your account' and 'Signs into PowerTable Service in a separate browser tab'.

Approvals Configuration

Who can Approve changes?

- Specific users
- Users that meet configured rules
- Users that meet rules from a lookup table

Search users

Microsoft Teams ⓘ

By default, approvers will be notified through email. Optionally, you can also choose Microsoft Teams as a notification channel.

[Connect to Microsoft Teams](#)

Save changes to database

Save Cancel

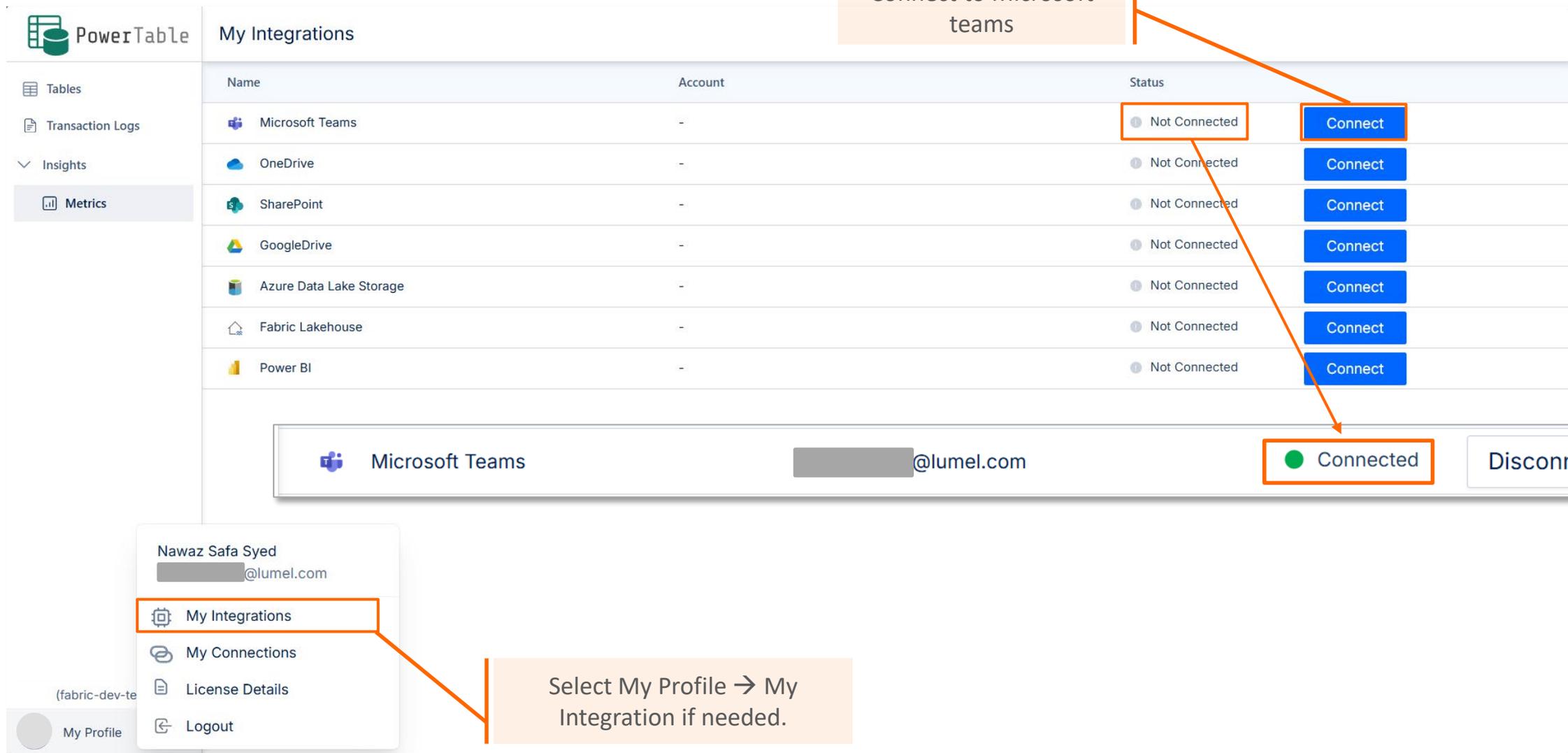
Sign in with Microsoft to connect

Sign in to your account

Signs into PowerTable Service in a separate browser tab

Step #2: Turn on Microsoft Teams Integration in PowerTable Service

Connect to Microsoft teams



The screenshot shows the 'My Integrations' page in PowerTable. A table lists various integrations, all currently 'Not Connected'. The Microsoft Teams integration is highlighted with an orange box around its status and a 'Connect' button. An orange arrow points from this 'Connect' button to a detailed view of the Microsoft Teams integration, which shows it is now 'Connected' with a green dot and a 'Disconnect' button. Another orange arrow points from the 'My Integrations' menu item in the user profile dropdown to a text box that says 'Select My Profile → My Integration if needed.'

Name	Account	Status
Microsoft Teams	-	Not Connected Connect
OneDrive	-	Not Connected Connect
SharePoint	-	Not Connected Connect
GoogleDrive	-	Not Connected Connect
Azure Data Lake Storage	-	Not Connected Connect
Fabric Lakehouse	-	Not Connected Connect
Power BI	-	Not Connected Connect

Microsoft Teams [redacted]@lumel.com Connected Disconnect

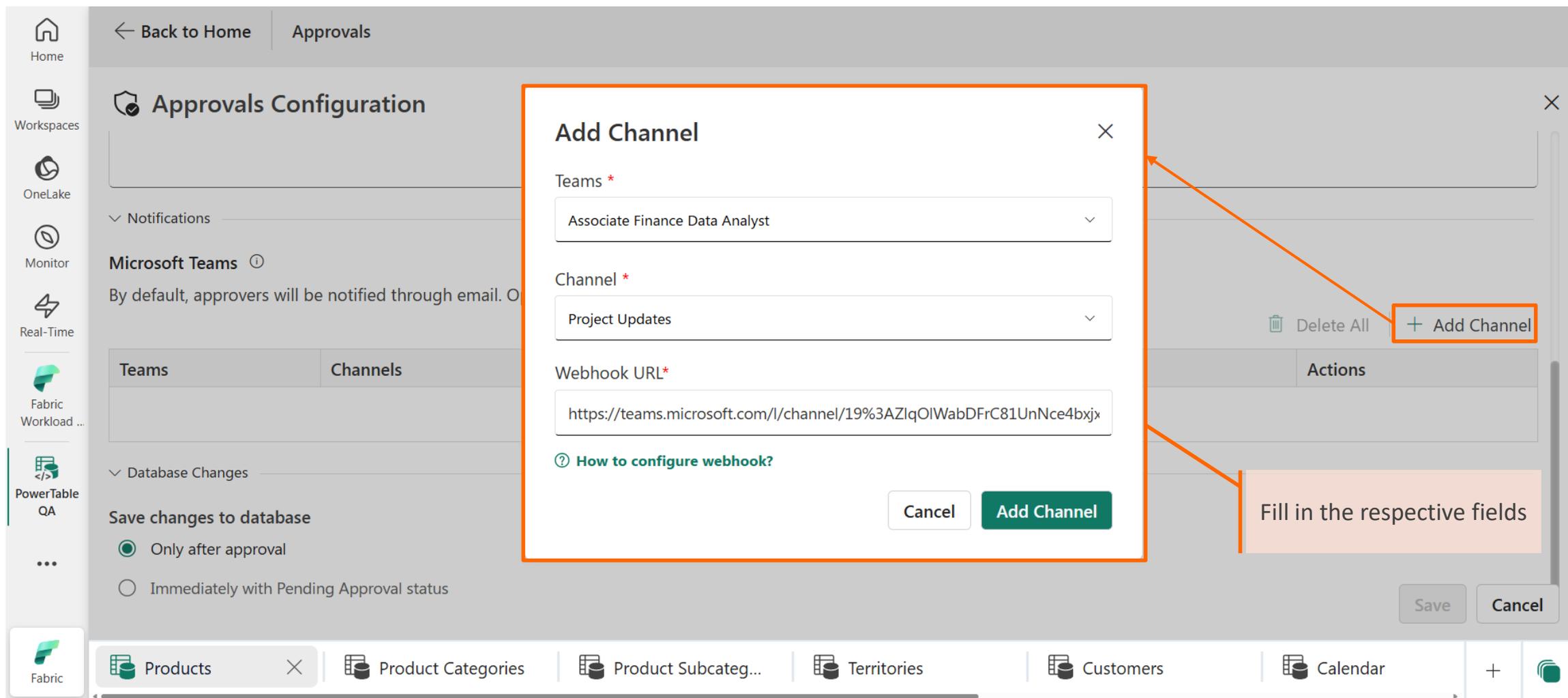
Nawaz Safa Syed [redacted]@lumel.com

- My Integrations
- My Connections
- License Details
- Logout

(fabric-dev-te) My Profile

Select My Profile → My Integration if needed.

Step #3: Come back to the App and click on 'Add Channel'

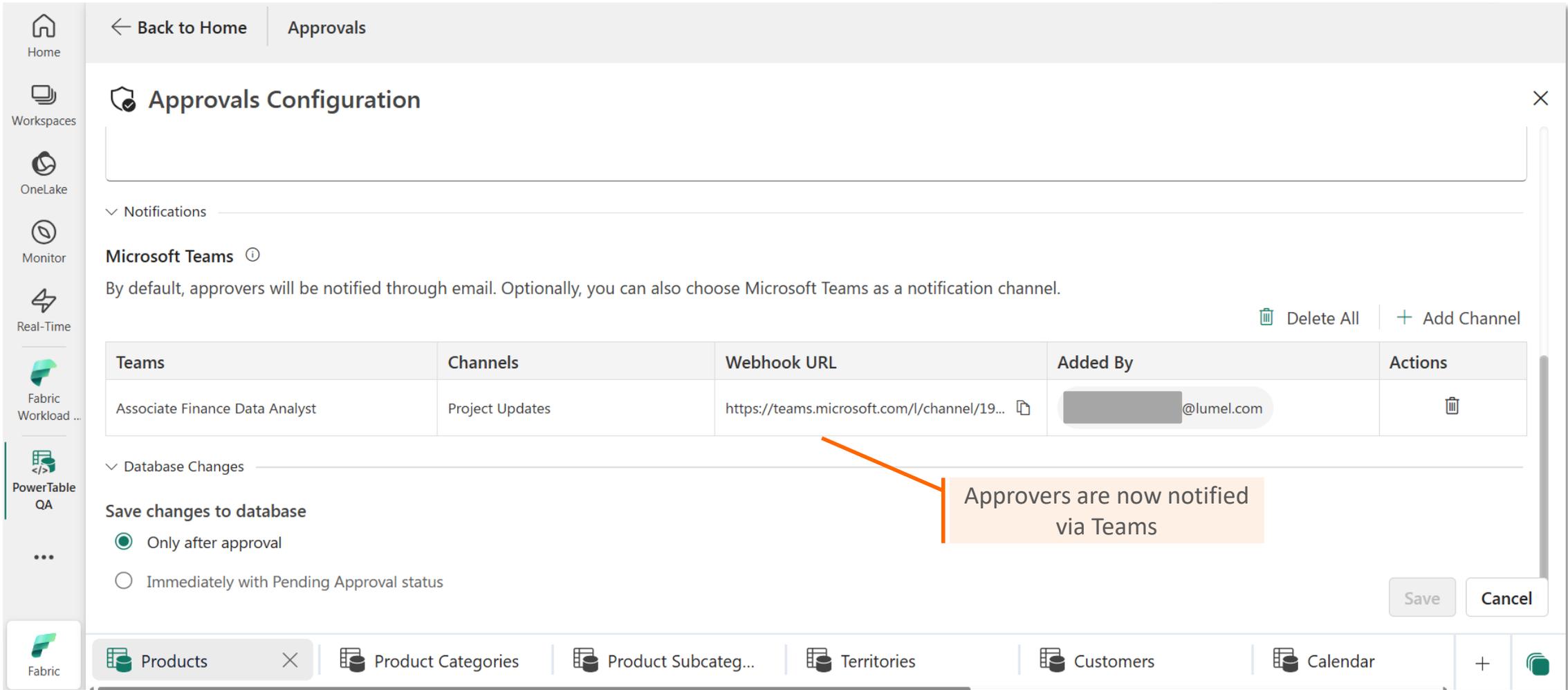


The screenshot shows the 'Approvals Configuration' page in the PowerTable application. A modal window titled 'Add Channel' is open, allowing users to configure a new channel. The modal contains the following fields:

- Teams ***: A dropdown menu with 'Associate Finance Data Analyst' selected.
- Channel ***: A dropdown menu with 'Project Updates' selected.
- Webhook URL***: A text input field containing the URL 'https://teams.microsoft.com/l/channel/19%3AZlqOIWabDFrC81UnNce4bxjx'.

Below the fields, there is a link for '? How to configure webhook?' and two buttons: 'Cancel' and 'Add Channel'. The 'Add Channel' button is highlighted in green. In the background, the '+ Add Channel' button in the table's Actions column is also highlighted with an orange box. An orange arrow points from this button to the modal. A text box with the instruction 'Fill in the respective fields' is also present, with an orange arrow pointing to the modal.

Your Teams Integration is set up



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Approvals Configuration

Notifications

Microsoft Teams ⓘ

By default, approvers will be notified through email. Optionally, you can also choose Microsoft Teams as a notification channel.

Delete All | + Add Channel

Teams	Channels	Webhook URL	Added By	Actions
Associate Finance Data Analyst	Project Updates	https://teams.microsoft.com/l/channel/19... 	 @lumel.com	

Database Changes

Save changes to database

Only after approval

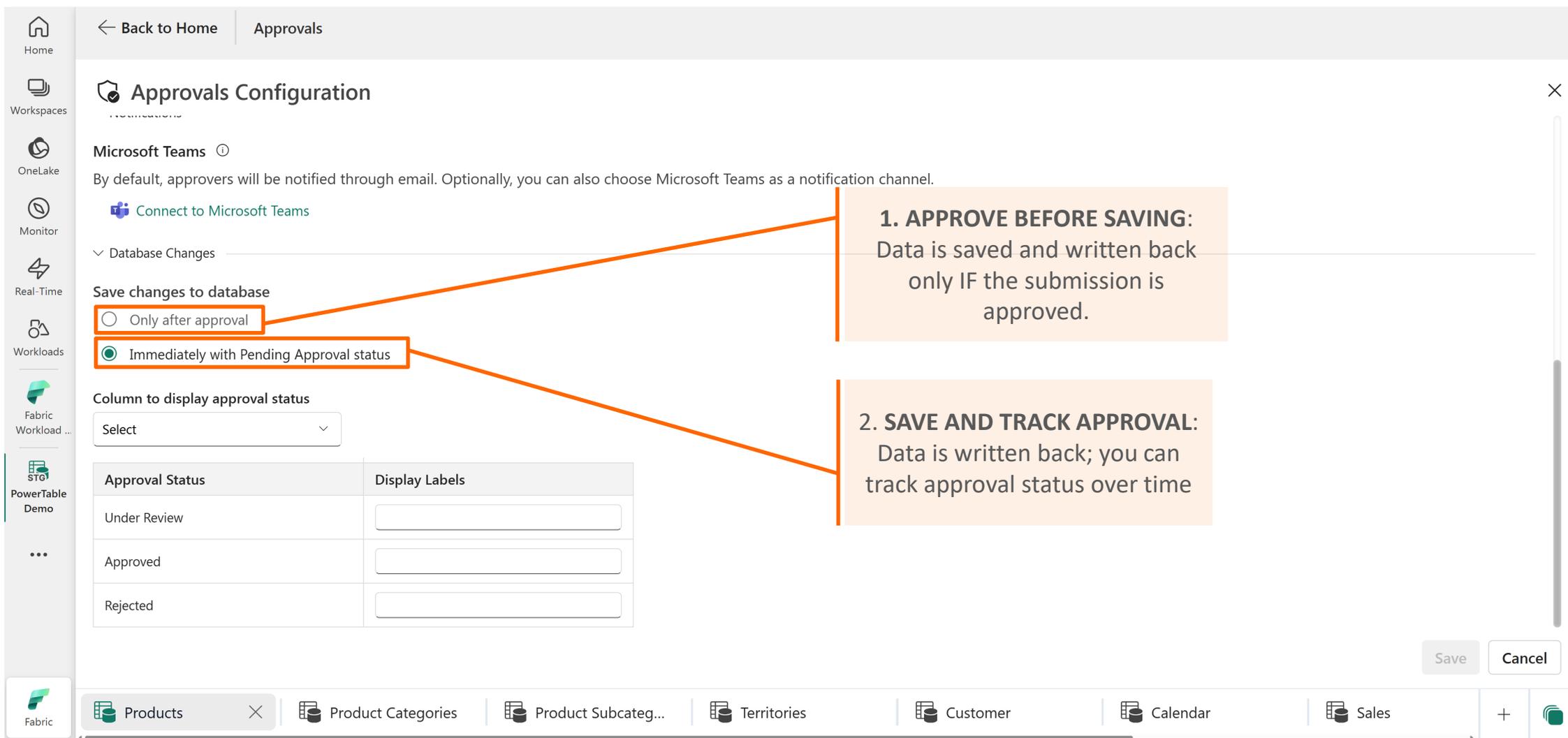
Immediately with Pending Approval status

Save Cancel

Products | Product Categories | Product Subcateg... | Territories | Customers | Calendar | + 

7. Approve before saving vs. Save and track approval

Two (2) ways for executing approvals



← Back to Home | Approvals

Approvals Configuration

Microsoft Teams ⓘ
By default, approvers will be notified through email. Optionally, you can also choose Microsoft Teams as a notification channel.

[Connect to Microsoft Teams](#)

Database Changes

Save changes to database

Only after approval

Immediately with Pending Approval status

Column to display approval status

Select

Approval Status	Display Labels
Under Review	<input type="text"/>
Approved	<input type="text"/>
Rejected	<input type="text"/>

Save Cancel

Products | Product Categories | Product Subcateg... | Territories | Customer | Calendar | Sales

8. Approval – User & Approver Workflow

When user submits data for review & approval...

User submits records for approval

The screenshot displays the PowerTable interface with a data table and a modal dialog box. The table has columns for Product Key, Product Subcategory Key, Product SKU, Product Name, Model Name, and Product Description. A 'Submit for Review' button is highlighted in the top right corner of the table. The dialog box, titled 'Submit for review', contains a 'Description' field with the placeholder text 'Enter a Description (optional)', a 'Due Date' field with the value '03/24/2025', and a checked 'Mark as Priority' checkbox. The dialog also features 'Cancel' and 'Submit' buttons.

Product Key	Product Subcategory Key	Product SKU	Product Name	Model Name	Product Description
214	Helmets	HL-U509-R	Sport Helmets		Universal fit, well-vented, lightweight , snap-on visor.
215	Helmets	HL-U509	Sport Helmets		Universal fit, well-vented, lightweight , snap-on visor.
218	Socks	SO-B909-M	Mou Socks		Combination of natural and synthetic fibers stays dry and
219	Socks	SO-B909-L	Mou Socks		Combination of natural and synthetic fibers stays dry and
220	Helmets	HL-U509-B	Sport Helmets		Universal fit, well-vented, lightweight , snap-on visor.
223	Caps	CA-1098	AWC Caps		Traditional style with a flip-up brim; one-size fits all.
226	Jerseys	LJ-0192-S	Long Sleeve Logo Jersey		Unisex long-sleeve AWC logo microfiber cycling jersey
229	Jerseys	LJ-0192-M	Long Sleeve Logo Jersey		Unisex long-sleeve AWC logo microfiber cycling jersey
232	Jerseys	LJ-0192-L	Long-Sleeve Logo Jersey, L		Unisex long-sleeve AWC logo microfiber cycling jersey
235	Jerseys	LJ-0192-X	Long-Sleeve Logo Jersey,...		Unisex long-sleeve AWC logo microfiber cycling jersey
238	Head Frames	EP-B92B-62	HL Road Frame - Red 62		Our lightest and best quality aluminum frame made from

If we had set up Option 1...

Option 1:

Approve Before Saving

Option 2:

Save & Track Approvals

Pending Request

What the Approver sees: Option 1 – ‘Approve before Saving’

Database Changes

Save changes to database

Only after approval

Immediately with Pending Approval status

Approver would see requests pending his/her approval.

← Back to Home | Approvals

Pending Requests | My Requests

Search | Requested By | Manage Approvers

Pending Review (5) | Overdue (0) | Action Required (0) | Closed (0)

	Requested By	Requested Date	Due Date	Modified Rows	Description	
⚑	A Arunachalam Krishnam...	Mar 24, 2025 01:46 PM	Mar 24, 2025	5	REQ174280417817590	Details Approve
	A Arunachalam Krishnam...	Mar 24, 2025 01:47 PM	-	4	REQ174280424218515	Details Approve
	● Nawaz Safa Syed	Mar 24, 2025 01:48 PM	-	2	REQ174280433314583	Details Approve
⚑	P Prithika Nagarajan	Mar 24, 2025 02:19 PM	Mar 28, 2025	1	Changed the product colour for production	Details Approve
	P Prithika Nagarajan	Mar 24, 2025 02:19 PM	-	1	REQ174280619513761	Details Approve

Products | Product Categories | Product Subcateg... | Territories | Customer | Calendar

What the Approver sees: Option 1 – ‘Approve before Saving’

Approver also sees his/her requests pending approval from others.

Database Changes

Save changes to database

- Only after approval
- Immediately with Pending Approval status

Home

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Pending Requests | **My Requests**

Search [x] Requested By [v] Manage Approvers

Pending Review (5) | Overdue (0) | Action Required (0) | Closed (0)

	Requested By	Requested Date	Due Date	Modified Rows	Description	
⚑	A Arunachalam Krishnam...	Mar 24, 2025 01:46 PM	Mar 24, 2025	5	REQ174280417817590	Details Approve
	A Arunachalam Krishnam...	Mar 24, 2025 01:47 PM	-	4	REQ174280424218515	Details Approve
	● Nawaz Safa Syed	Mar 24, 2025 01:48 PM	-	2	REQ174280433314583	Details Approve
⚑	P Prithika Nagarajan	Mar 24, 2025 02:19 PM	Mar 28, 2025	1	Changed the product colour for production	Details Approve
	P Prithika Nagarajan	Mar 24, 2025 02:19 PM	-	1	REQ174280619513761	Details Approve

Products [x] | Product Categories | Product Subcateg... | Territories | Customer | Calendar | +

What the Approver sees: Option 1 – ‘Approve before Saving’

Database Changes

Save changes to database

- Only after approval
- Immediately with Pending Approval status

← Back to Home | Approvals

Pending Requests | My Requests

Search | Requested By | Manage Approvers

Pending Review (5) | Overdue (0) | Action Required (0) | Closed (0)

	Requested By	Requested Date	Due Date	Modified Rows	Description	
⚑	A Arunachalam Krishnam...	Mar 24, 2025 01:46 PM	Mar 24, 2025	5	REQ174280417817590	Details Approve
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⚑	P Prithika Nagarajan	Mar 24, 2025 02:19 PM	Mar 28, 2025	1	Changed the product colour for production	Details Approve
	P Prithika Nagarajan	Mar 24, 2025 02:19 PM	-	1	REQ174280619513761	Details Approve

Approvals that are pending review

Products | Product Categories | Product Subcateg... | Territories | Customer | Calendar

What the Approver sees: Option 1 – ‘Approve before Saving’

Database Changes

Save changes to database

- Only after approval
- Immediately with Pending Approval status

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Pending Requests | My Requests

Search | Requested By | Manage Approvers

Pending Review (5) **Overdue (0)** Action Required (0) Closed (0)

	Requested By	Requested Date	Due Date	Modified Rows	Description	
⚑	A Arunachalam Krishnam...	Mar 24, 2025 01:46 PM	Mar 24, 2025	5	REQ174280417817590	Details Approve
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	Nawaz Safa Syed	Mar 24, 2025 01:48 PM	-	2	REQ174280433314583	Details Approve
⚑	P Prithika Nagarajan	Mar 24, 2025 02:19 PM	Mar 28, 2025	1	Changed the product colour for production	Details Approve
	P Prithika Nagarajan	Mar 24, 2025 02:19 PM	-	1	REQ174280619513761	Details Approve

Approvals that are past due date.

Products | Product Categories | Product Subcateg... | Territories | Customer | Calendar

Action Required

What the Approver sees: Option 1 – ‘Approve before Saving’

Database Changes

Save changes to database

- Only after approval
- Immediately with Pending Approval status

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Pending Requests | My Requests | Search | Requested By | Manage Approvers

Pending Review (5) | Overdue (0) | **Action Required (0)** | Closed (0)

	Requested By	Requested Date	Due Date	Modified Rows	Description	
⚑	A Arunachalam Krishnam...	Mar 24, 2025 01:46 PM	Mar 24, 2025	5	REQ174280417817590	Details Approve
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⚑	P Prithika Nagarajan	Mar 24, 2025 02:19 PM	Mar 28, 2025	1	Changed the product colour for production	Details Approve
	P Prithika Nagarajan	Mar 24, 2025 02:19 PM	-	1	REQ174280619513761	Details Approve

Any adjustments requested by Approver has been sent back to the user who submitted the request for approval.

Products | Product Categories | Product Subcateg... | Territories | Customer | Calendar

What the Approver sees: Option 1 – ‘Approve before Saving’

Database Changes

Save changes to database

- Only after approval
- Immediately with Pending Approval status

← Back to Home | Approvals

Pending Requests | My Requests

Search | Requested By | Manage Approvers

Pending Review (5) | Overdue (0) | Action Required (0) | **Closed (0)**

	Requested By	Requested Date	Due Date	Modified Rows	Description	
⚑	A Arunachalam Krishnam...	Mar 24, 2025 01:46 PM	Mar 24, 2025	5	REQ174280417817590	Details Approve
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⚑	P Prithika Nagarajan	Mar 24, 2025 02:19 PM	Mar 28, 2025	1	Changed the product colour for production	Details Approve
	P Prithika Nagarajan	Mar 24, 2025 02:19 PM	-	1	REQ174280619513761	Details Approve

Approvals that are reviewed and closed.

Products | Product Categories | Product Subcateg... | Territories | Customer | Calendar

What the Approver sees: Option 1 – ‘Approve before Saving’

Database Changes

Save changes to database

- Only after approval
- Immediately with Pending Approval status

← Back to Home | Approvals

Pending Requests | My Requests

Search | Requested By | Manage Approvers

Pending Review (5) | Overdue (0) | Action Required (0) | Closed (0)

	Requested By	Requested Date	Due Date	Modified Rows	Description	
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	P Prithika Nagarajan	Mar 24, 2025 02:19 PM	-	1	REQ174280619513761	Details Approve

High Priority - Must be reviewed Immediately

Products | Product Categories | Product Subcateg... | Territories | Customer | Calendar

Modified Rows

What the Approver sees: Option 1 – ‘Approve before Saving’

Database Changes

Save changes to database

- Only after approval
- Immediately with Pending Approval status

← Back to Home | Approvals

Pending Requests | My Requests

Search | Requested By | Manage Approvers

Pending Review (5) | Overdue (0) | Action Required (0) | Closed (0)

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	Nawaz Safa Syed	Mar 24, 2025 01:48 PM	-	2	REQ174280433314583	Details Approve
⚑	P Prithika Nagarajan	Mar 24, 2025 02:19 PM	Mar 28, 2025	1	Changed the product colour for production	Details Approve
	P Prithika Nagarajan	Mar 24, 2025 02:19 PM	-	1	REQ174280619513761	Details Approve

Number of rows for review & approval

Products | Product Categories | Product Subcateg... | Territories | Customer | Calendar

What the Approver sees: Option 1 – ‘Approve before Saving’

Database Changes

Save changes to database

Only after approval

Immediately with Pending Approval status

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Pending Review (5) Overdue (0) Action Required (0) Closed (0)

	Requested By	Requested Date	Due Date	Modified Rows	Description	
⚑	A Arunachalam Krishnam...	Mar 24, 2025 01:46 PM	Mar 24, 2025	5	REQ174280417817590	Details Approve
	A Arunachalam Krishnam...	Mar 24, 2025 01:47 PM	-	4	REQ174280424218515	Details Approve
	Nawaz Safa Syed	Mar 24, 2025 01:48 PM	-	2	REQ174280433314583	Details Approve
⚑	P Prithika Nagarajan	Mar 24, 2025 02:19 PM	Mar 28, 2025	1	Changed the product colour for production	Details Approve
	P Prithika Nagarajan	Mar 24, 2025 02:19 PM	-	1	REQ174280619513761	Details Approve

Details – Approve some or all records

Approve

What the Approver sees: Option 1 – ‘Approve before Saving’

Database Changes

Save changes to database

- Only after approval
- Immediately with Pending Approval status

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Pending Review (5) | Overdue (0) | Action Required (0) | Closed (0)

	Requested By	Requested Date	Due Date	Modified Rows	Description	
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	Nawaz Safa Syed	Mar 24, 2025 01:48 PM	-	2	REQ174280433314583	Details Approve
⚑	P Prithika Nagarajan	Mar 24, 2025 02:19 PM	Mar 28, 2025	1	Changed the product colour for production	Details Approve
	P Prithika Nagarajan	Mar 24, 2025 02:19 PM	-	1	REQ174280619513761	Details Approve

Approve – Approve all records at once

If we had set up Option 2...

Option 1:

Approve Before Saving

Option 2:

Save & Track Approvals

What the Approver sees: Option 2 – ‘Save & track approval’

Approver selects one or more rows to Approve / Reject

Database Changes

Save changes to database

Only after approval

Immediately with Pending Approval status

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Select multiple pending status to approve or reject

	Product Key	Product Subcategory Key	Product SKU	Product Name	Model Name	Product Description
<input type="checkbox"/>	215	Helmets	HL-U509	Sport-100 Helmet, Black	Sport-100	Universal fit, well-vented, lightweight , snap-on visor.
<input checked="" type="checkbox"/>	218	Socks	SO-B909-M	Mountain Bike Socks, M	Mountain Bike Socks	Combination of natural and synthetic fibers stays dry and p...
<input checked="" type="checkbox"/>	219	Socks	SO-B909-L	Mountain Bike Socks, L	Mountain Bike Socks	Combination of natural and synthetic fibers stays dry and p...
<input type="checkbox"/>	223	Caps	CA-1098	AWC Logo Cap	Cycling Cap	Traditional style with a flip-up brim; one-size fits all.
<input checked="" type="checkbox"/>	226	Jerseys	LJ-0192-S	Long-Sleeve Logo Jersey, S	Long-Sleeve Logo Jersey	Unisex long-sleeve AWC logo microfiber cycling jersey
<input type="checkbox"/>	229	Jerseys	LJ-0192-M	Long-Sleeve Logo Jersey,...	Long-Sleeve Logo Jersey	Unisex long-sleeve AWC logo microfiber cycling jersey
<input checked="" type="checkbox"/>	247	Road Frames	FR-R92R-52	HL Road Frame - Red, 52	HL Road Frame	Our lightest and best quality aluminum frame made from t...
<input checked="" type="checkbox"/>	253	Road Frames	FR-R38B-58	LL Road Frame - Black, 58	LL Road Frame	The LL Frame provides a safe comfortable ride, while offerin...
<input type="checkbox"/>	256	Road Frames	FR-R38B-60	LL Road Frame - Black, 60	LL Road Frame	The LL Frame provides a safe comfortable ride, while offerin...
<input type="checkbox"/>	262	Road Frames	FR-R38R-44	LL Road Frame - Red, 44	LL Road Frame	The LL Frame provides a safe comfortable ride, while offerin...
<input checked="" type="checkbox"/>	264	Road Frames	FR-R38R-48	LL Road Frame - Red, 48	LL Road Frame	The LL Frame provides a safe comfortable ride, while offerin...
<input type="checkbox"/>	266	Road Frames	FR-R38R-52	LL Road Frame - Red, 52	LL Road Frame	The LL Frame provides a safe comfortable ride, while offerin...

Products | Product Categories | Product Subcategories | Territories | Customer | Calendar | Sales | Returns | Approvals Lookup

Approval status field is visible to requestor and approver

Database Changes

Save changes to database

Only after approval

Immediately with Pending Approval status

Column to display approval status

Approval Status

Item Name	Product Description	Product Colour	Product Size	Product Style	Product Cost	Product Price	Approval Status	
mt-100	Universal fit, well-vented, lightweight , snap-on visor.	Black	0	0	13.09	34.99	Approved	
mt-100	Universal fit, well-vented, lightweight , snap-on visor.	red	0	0	12.03	33.64	Pending	
Mountain Bike Socks, M	Mountain Bike Socks	Combination of natural and synthetic fibers stays dry and p...	Blue	M	U	3.40	9.50	Pending
Mountain Bike Socks, L	Mountain Bike Socks	Combination of natural and synthetic fibers stays dry and p...	Multi	L	U	3.40	9.50	Pending
Sport-100 Helmet, Blue	Sport-100	Universal fit, well-vented, lightweight , snap-on visor.	Black	0	0	12.03	33.64	Rejected
Cycling Cap	Cycling Cap	Traditional style with a flip-up brim; one-size fits all.	Blue	0	U	5.71	8.64	Pending
Long-Sleeve Logo Jersey, S	Long-Sleeve Logo Jersey	Unisex long-sleeve AWC logo microfiber cycling jersey	White	S	U	31.72	48.07	Pending
Long-Sleeve Logo Jersey,...	Long-Sleeve Logo Jersey	Unisex long-sleeve AWC logo microfiber cycling jersey	White	M	U	31.72	48.07	Pending
Long-Sleeve Logo Jersey, L	Long-Sleeve Logo Jersey	Unisex long-sleeve AWC logo microfiber cycling jersey	Black	L	U	31.72	48.07	Approved
Long-Sleeve Logo Jersey,...	Long-Sleeve Logo Jersey	Unisex long-sleeve AWC logo microfiber cycling jersey	Red	XL	U	31.72	48.07	Rejected
HL Road Frame - Red, 62	HL Road Frame	Our lightest and best quality aluminum frame made from t...	Multi	62	U	747.97	1263.46	Approved
HL Road Frame - Red, 44	HL Road Frame	Our lightest and best quality aluminum frame made from t...	Red	44	U	747.97	1263.46	
HL Road Frame - Red, 48	HL Road Frame	Our lightest and best quality aluminum frame made from t...	Blue	48	U	747.97	1263.46	Approved
HL Road Frame - Red, 52	HL Road Frame	Our lightest and best quality aluminum frame made from t...	Black	52	U	747.97	1263.46	Pending
HL Road Frame - Red, 56	HL Road Frame	Our lightest and best quality aluminum frame made from t...	Multi	56	U	747.97	1263.46	Rejected

Rows: 293 | PowerTable-Safa | S_Products | 100% | +

Products | Product Categories | Product Subcateg... | Territories | Sales

This is the result of the column to display Approval status

Summary: What we learnt so far...

1. Overview
2. User-level approval
3. Rule-based approval
4. Approvals using lookup table data
5. Multi-level approvals
6. Approvals notifications
7. Approve before saving vs. Save and track approval
8. Approval – User & Approver Workflow

Resources

- Get Started: <https://powertable.com/getting-started/>
- Questions/Help: <https://community.powertable.com>
- Documentation: <https://docs.powertable.com>
- Our website: www.powertable.com



Thank you!

www.powertable.com