

View the Portal

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While policies in the **Under Revision** or **Overdue** workflow state will appear in the [My Tasks](#) page, policy owners can access any assigned policy, including those in the **Active** state, in the **Policies** tab of the [Portal](#). This activity contains two sections:

- **My Policies:** A summary report of all the policies that have been assigned to the policy owner; and
- **Policy Listing:** A list of all policies assigned to the policy owner.

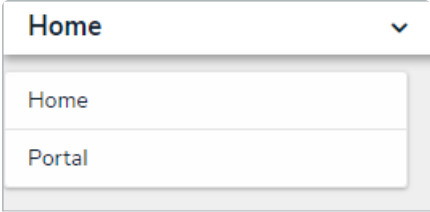
The screenshot displays the Resolver Portal interface. At the top, the Resolver logo and a search bar are visible. The navigation bar shows 'Portal' and 'Policies' tabs. The main content area is titled 'Policies' and contains three sections:

- Policies:** An introductory paragraph explaining the portal's purpose.
- My Policies:** A card for 'Riverdale Industries' (C-1) with an 'Active' status. The description mentions its founding in 1872 and its role as a leading supplier of fiberboard products.
- Policy Listing:** A list of three policies:
 - Quarantine Policy (P-1):** Status 'Active'. Description: 'If an employee has been diagnosed with COVID-19, or has come into contact with someone who has, they must isolate at home for a minimum of two weeks. In the latter cases, quarantine can be ended early upon receiving a negative COVID-19 test.'
 - Social Distancing Enforcement (P-2):** Status 'Review'. Description: 'All employees are required to remain at least six feet apart from each other at all times.'
 - Mask Policy (P-3):** Status 'Under Revision'. Description: 'All employees are required to wear masks while on company property.'

The Policies tab in Portal.

To review the Policies tab in the Portal:

1. Log into a user account that's been added to the **Policy Owners** user group.
2. Click the dropdown in the nav bar > **Portal** to open the **Policies** activity.



The nav bar.