

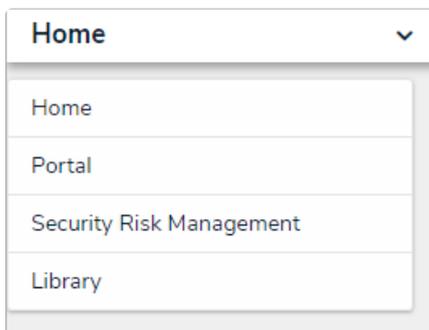
# Complete an Assessment in Security Risk Management

Last Modified on 04/12/2022 1:32 pm EDT

Once the fieldwork for an assessment has been **finalized**, the assessment will be moved to a **Review** workflow state. From this state, assigned members of the **Security Assessment Team** user group can perform a final review of the assessment and close it. Once an assessment has been completed, it can be either archived or **reassessed**.

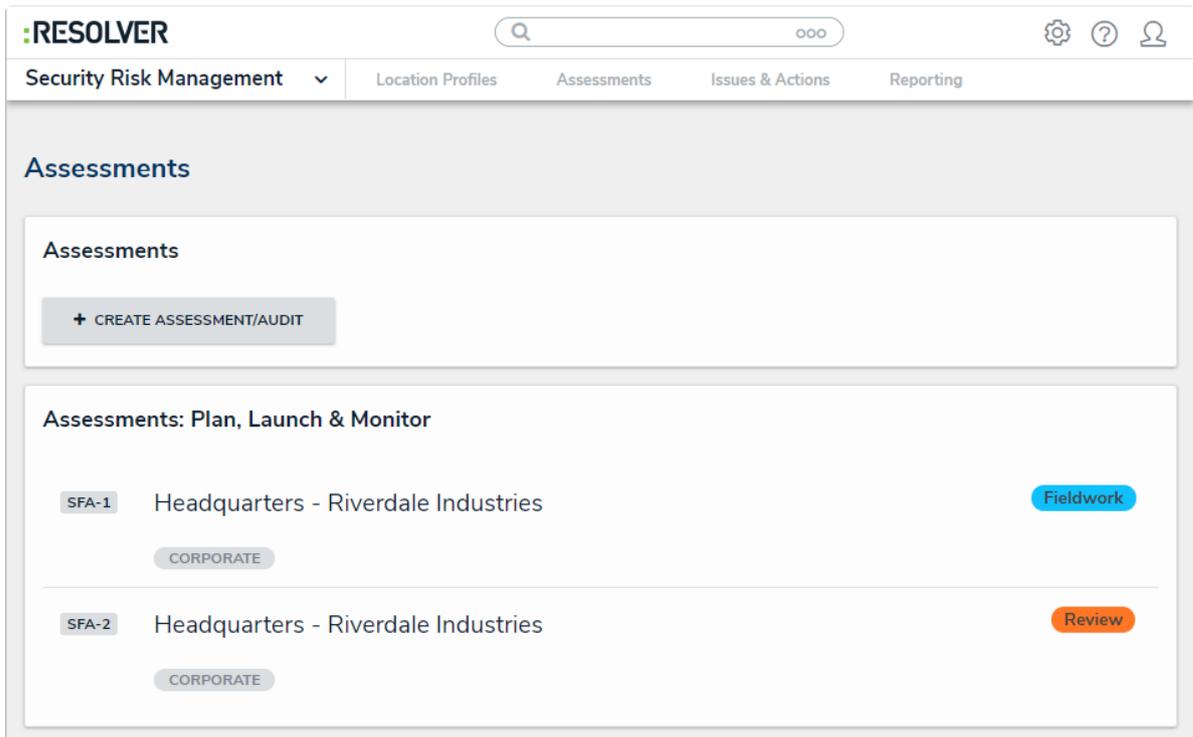
## To close an assessment:

1. Log into a user account that's been added to the **Security Assessment Team** user group.
2. Click the dropdown in the nav bar > **Security Risk Management**.



*The nav bar.*

3. Navigate to the **Assessments** tab.



*The Assessments tab.*

4. Click an assessment in the **Review** state to open the **Fieldwork and Review** form.

Status **Review**

## Headquarters - Riverdale Industries SFA-2

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### Step 4: Fieldwork and Review

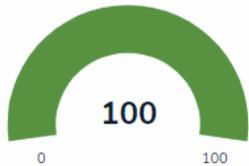
The assessment is now in active Fieldwork status, and is assigned to the auditor for completion. The entire assessment can be monitored at this step, with access to progress, current results, findings and corrective actions. Once the assessment is 100% complete and finalized by the Auditor, the assessment can be finalized.

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<b>Related Location</b>		<b>Compliance Framework</b>	
<span style="border: 1px solid #ccc; border-radius: 5px; padding: 2px;">Headquarters - Riverdale Industries</span>		<span style="border: 1px solid #ccc; border-radius: 5px; padding: 2px;">Enterprise Physical Security</span>	

Expected Start Date	Start Date	End Date	Due Date
March 10, 2021	March 10, 2021	March 10, 2021	March 10, 2022

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<p><b>Progress (%)</b></p> <div style="text-align: center;">  <p style="font-size: 24px; font-weight: bold;">100</p> </div> <p style="font-size: 10px;">0 100</p> <p style="font-size: 10px; margin-top: 10px;">Auditor's view of the assessment can be observed by clicking this button.</p> <div style="text-align: center; margin-top: 10px;"> <span style="background-color: #ccc; padding: 5px 20px; border: 1px solid #ccc;">FIELDWORK DETAILS</span> </div>	<div style="text-align: center; background-color: #76b82a; color: white; padding: 5px; font-weight: bold; font-size: 10px;">Score Range</div> <div style="text-align: center; font-size: 36px; font-weight: bold; margin: 10px 0;">100%</div> <div style="text-align: center; color: #76b82a; font-weight: bold; font-size: 10px;">Exceeds Tolerance</div> <p style="font-size: 10px; margin-top: 10px;">Detailed Audit Report in its draft state can be observed by clicking this button.</p> <div style="text-align: center; margin-top: 10px;"> <span style="background-color: #ccc; padding: 5px 20px; border: 1px solid #ccc;">AUDIT REPORT</span> </div>	<div style="text-align: center; background-color: #76b82a; color: white; padding: 5px; font-weight: bold; font-size: 10px;">Number of Issues</div> <div style="text-align: center; font-size: 36px; font-weight: bold; margin: 10px 0;">0</div> <p style="font-size: 10px; margin-top: 10px;">Audit-related Issues can be focused on by clicking this button.</p> <div style="text-align: center; margin-top: 10px;"> <span style="background-color: #ccc; padding: 5px 20px; border: 1px solid #ccc;">ISSUES REPORT</span> </div>
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*The Fieldwork and Review form.*

5. **Optional:** Review and update the assessment as required. See the [Finalize Fieldwork](#) article for more detailed information about navigating the assessment.
6. Click **Finalize Audit**.