

Add a Trigger & Transition to a State

Last Modified on 04/20/2021 12:05 pm EDT

Overview

Timed Triggers automate the Workflow of an object which can transition an object from State to State (e.g., notify users of an overdue date and process imported objects into Workflows). Timed Triggers are scheduled to run at midnight local time.

User Account Requirements

The user account you use to log into Resolver must have Administrator permission to create Timed Triggers.

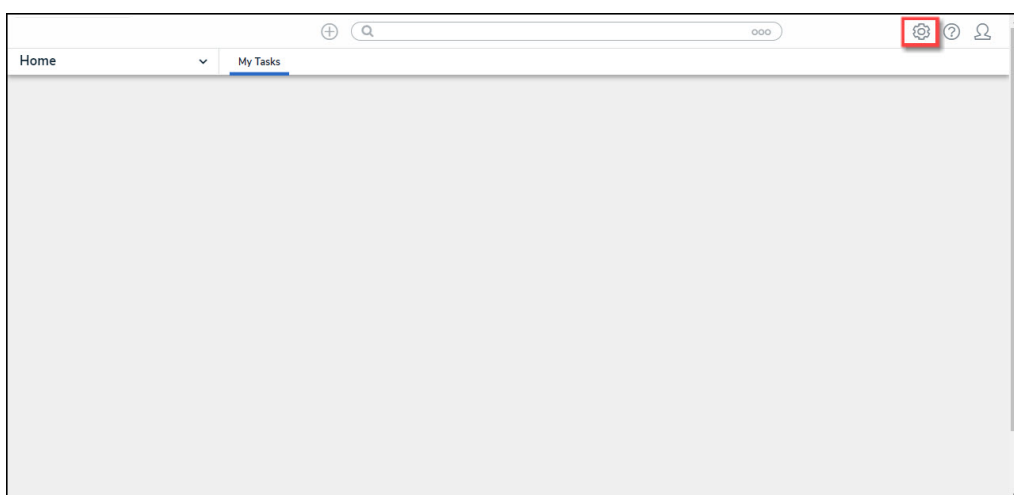
Related Information/Setup

Please follow the link below for more information on Triggers.

- [Creating a Date-Based Trigger](#)
- [Orchestration Event Action in Resolver Core](#)
- [Add a Create Object Action in Resolver Core](#)

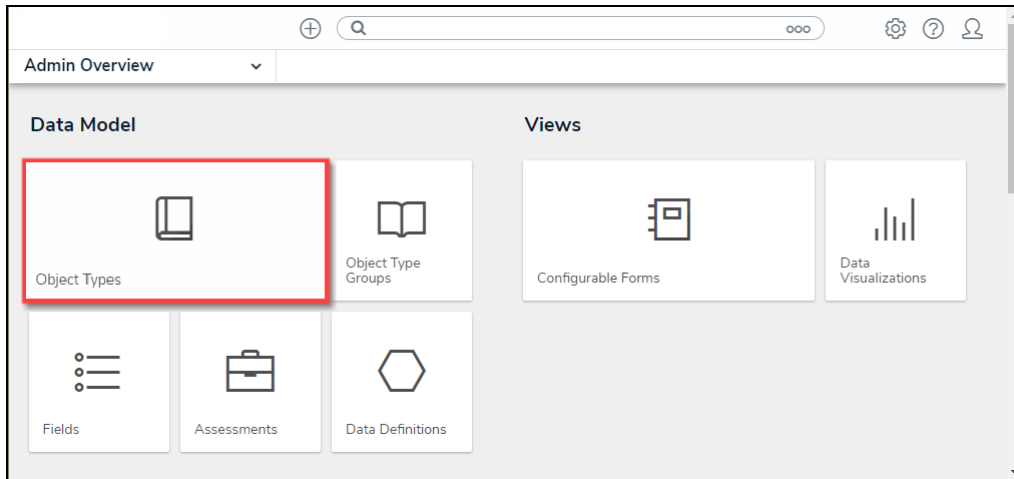
Navigation

1. From the **Home** screen, click on the **Administration** icon.



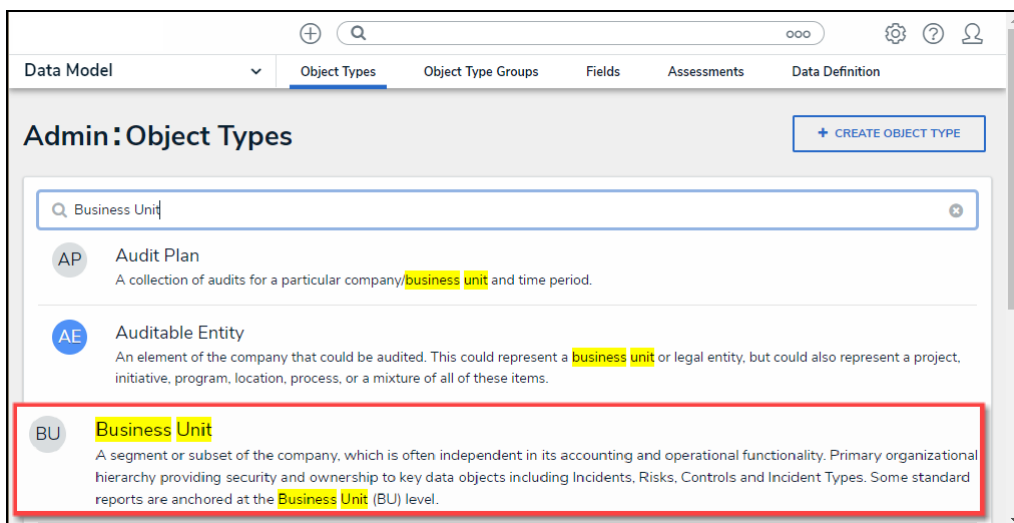
Administration Icon

2. From the **Admin Overview** screen, click on the **Object Types** tile under the **Data Model** section.



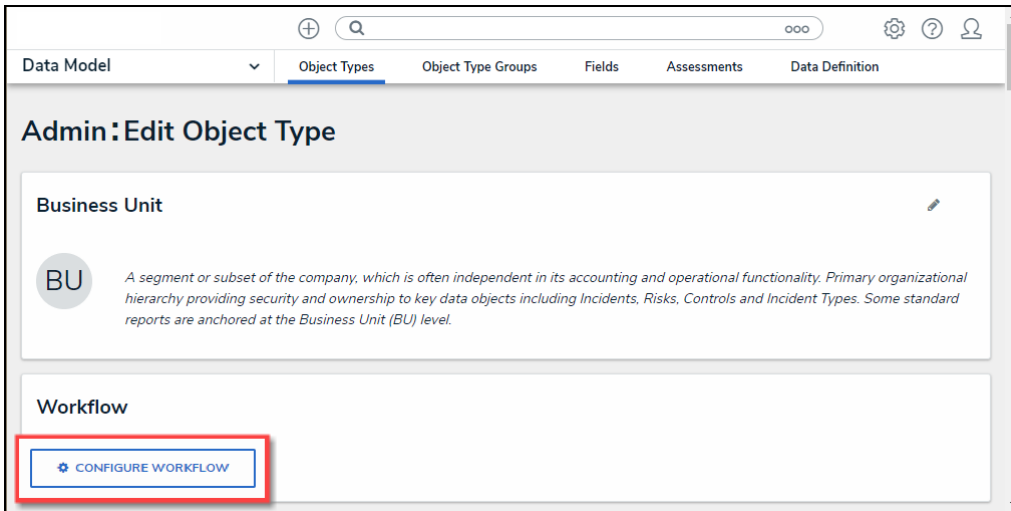
Dashboard Data Sets Tile

- From the **Admin Object Types** screen, enter an Object Type Name in the **Search** field to narrow the search results and click on an Object Type.



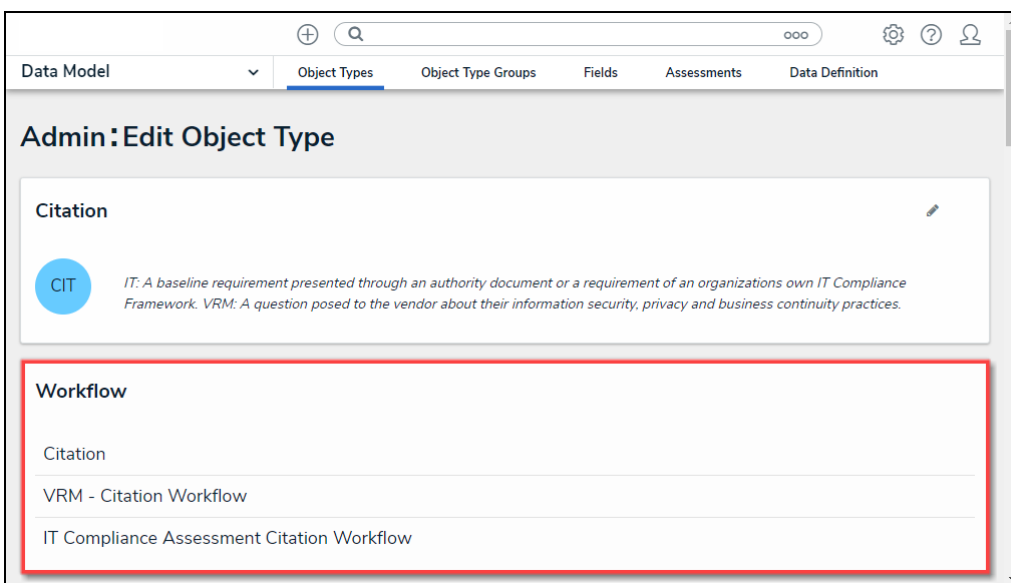
Object Type

- From the **Edit Object** screen, click the **Configure Workflow** button on the **Workflow** section.



Configure Workflow Button

5. If more than one Workflow is set up for the Object Type, click the desired Workflow from the list.



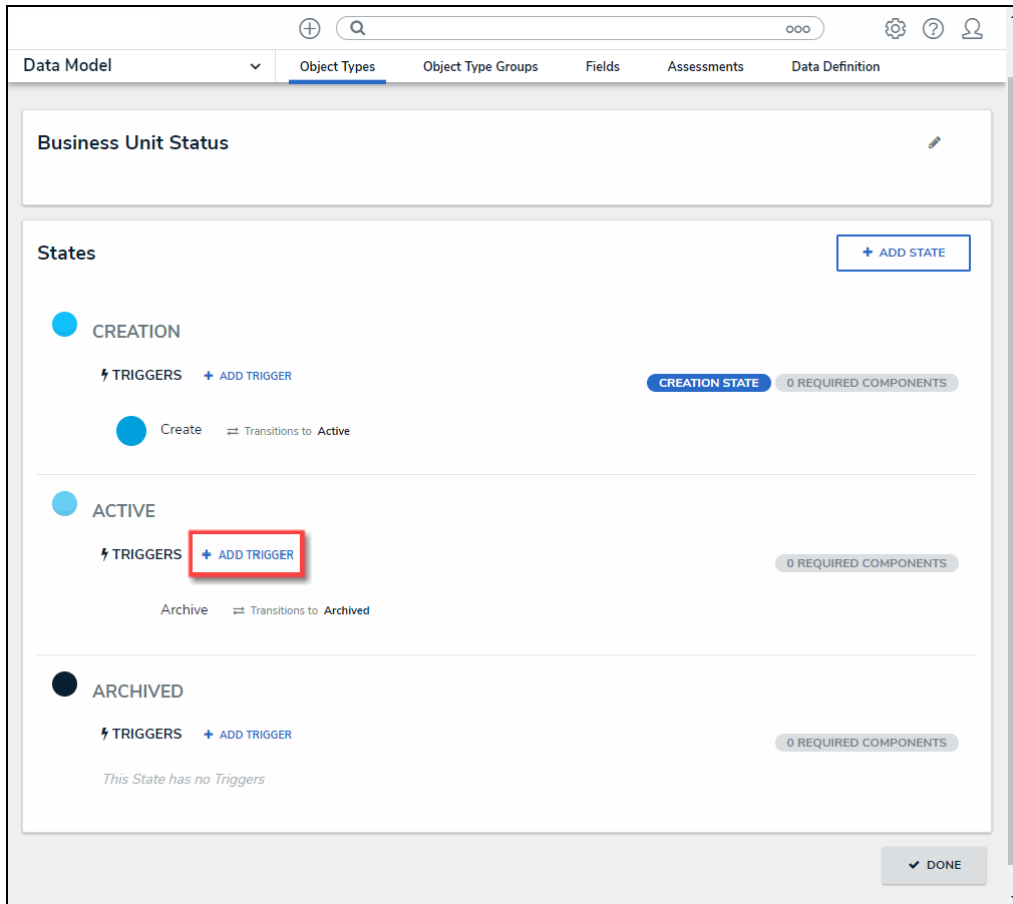
Multiple Workflows

6. From the **Edit Workflow** screen, click the **+Add Trigger** link under the **State** you want to add a Trigger.



Note:

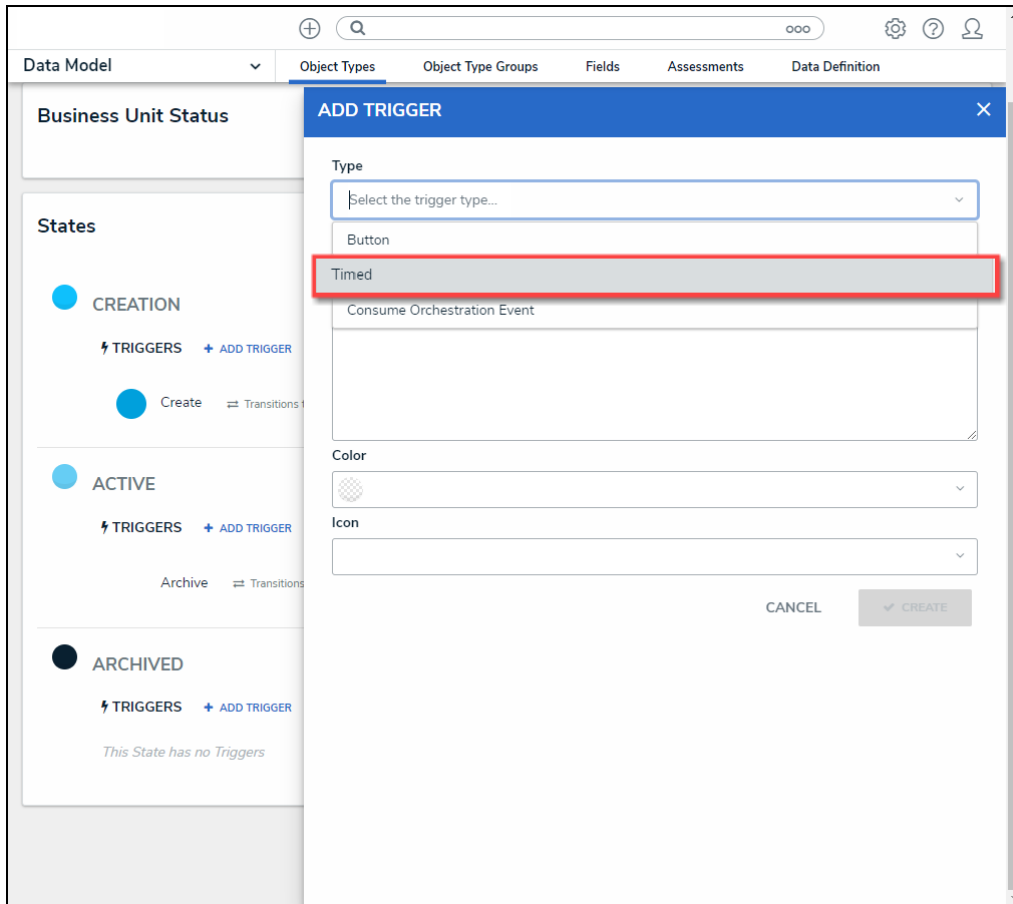
*Timed Trigger cannot be added to a **Creation** state.*



+Add Trigger Link

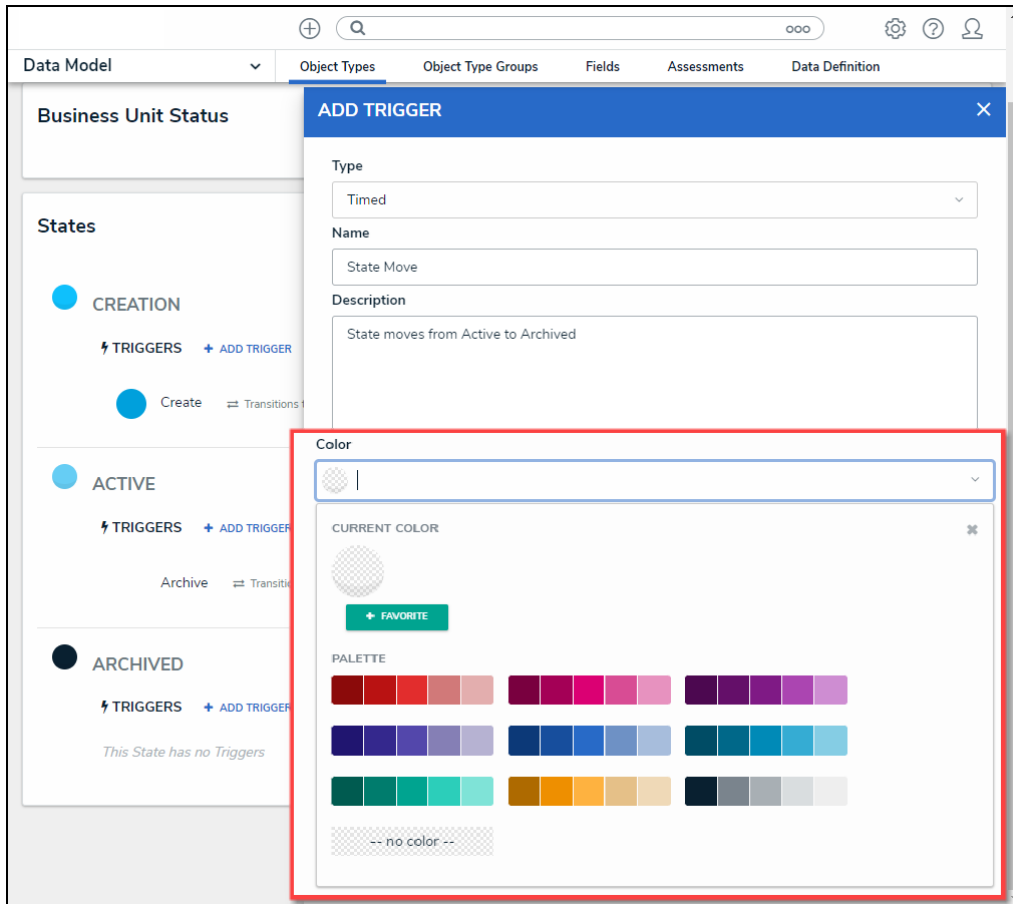
Adding a Nightly Trigger to a State

1. From the **Add Triggers** pop-up, select **Timed** from the **Type** field dropdown menu.



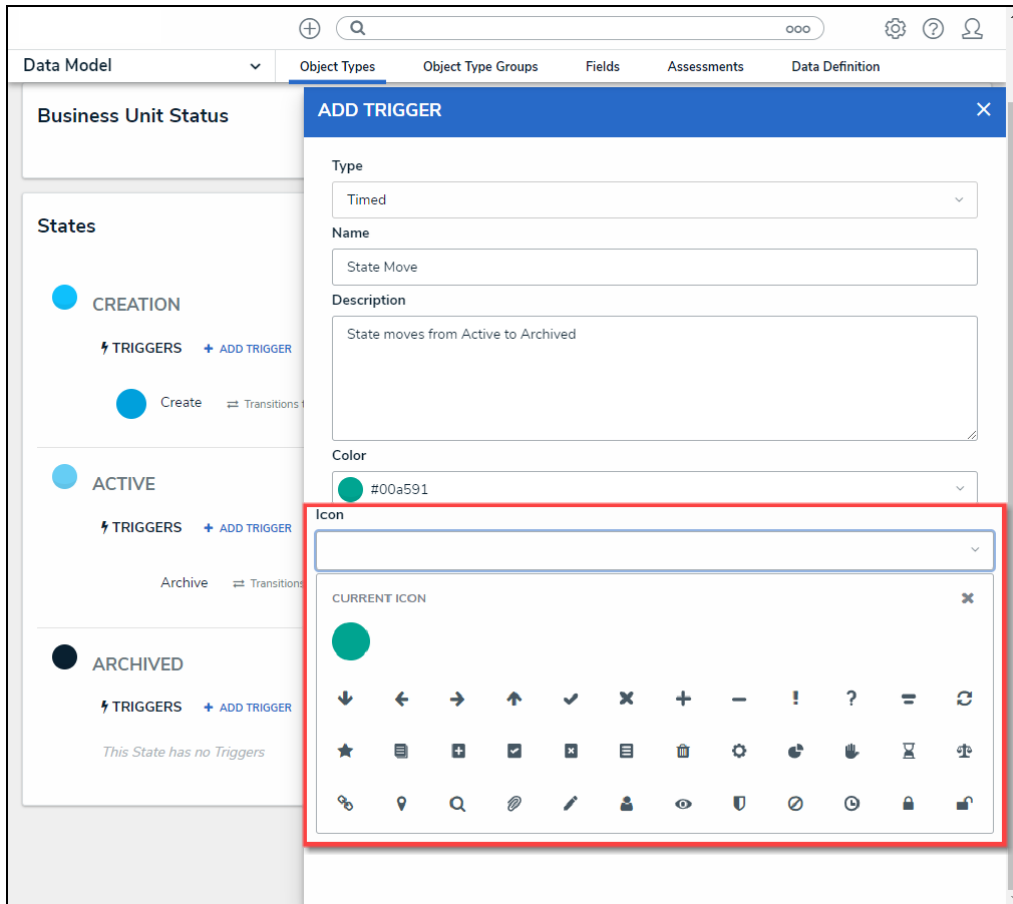
Type Field

2. Enter a **Trigger Name** in the **Name** field.
3. **(Optional)** Enter a brief description outlining the Nightly Trigger in the Description field.
4. **(Optional)** Select a color from the **Color** dropdown menu. The **Color** selected will be applied to the Icon if one is selected.



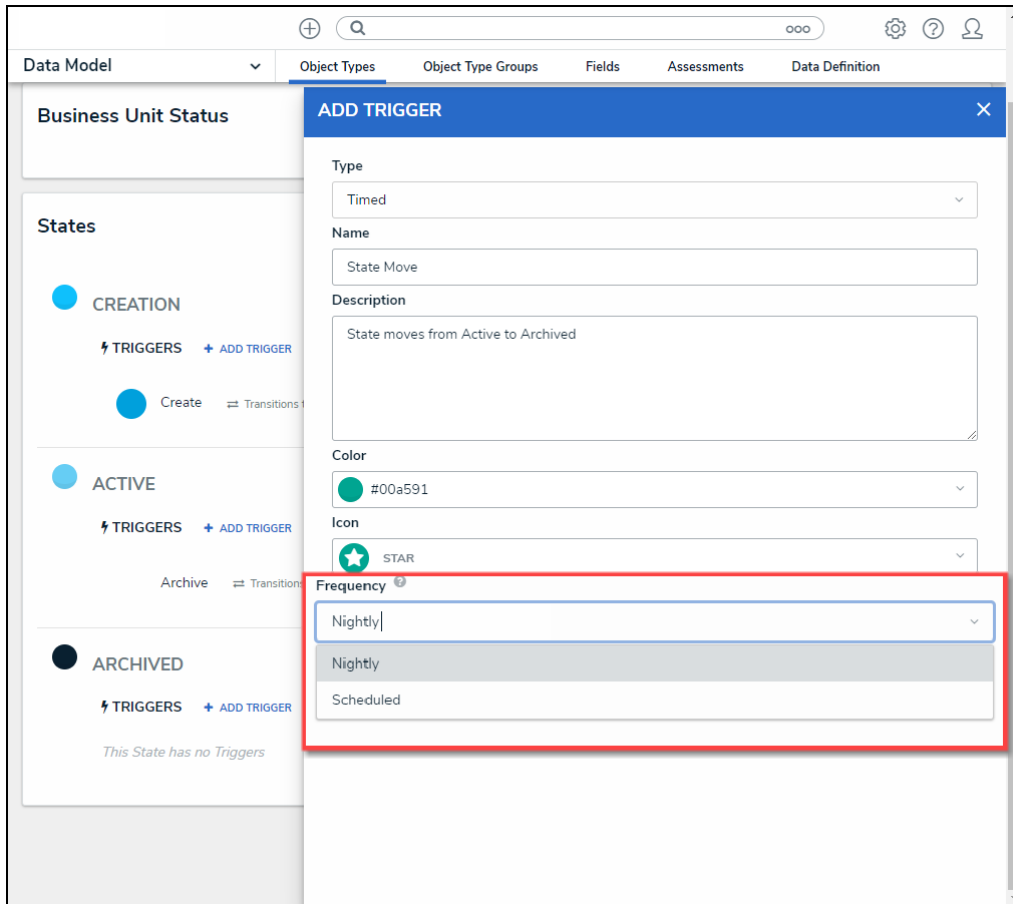
Color Dropdown

5. **(Optional)** Select an icon from the **Icon** dropdown menu. The **Icon** represents the Trigger within the system and appears just before the Trigger Name on the corresponding screens.



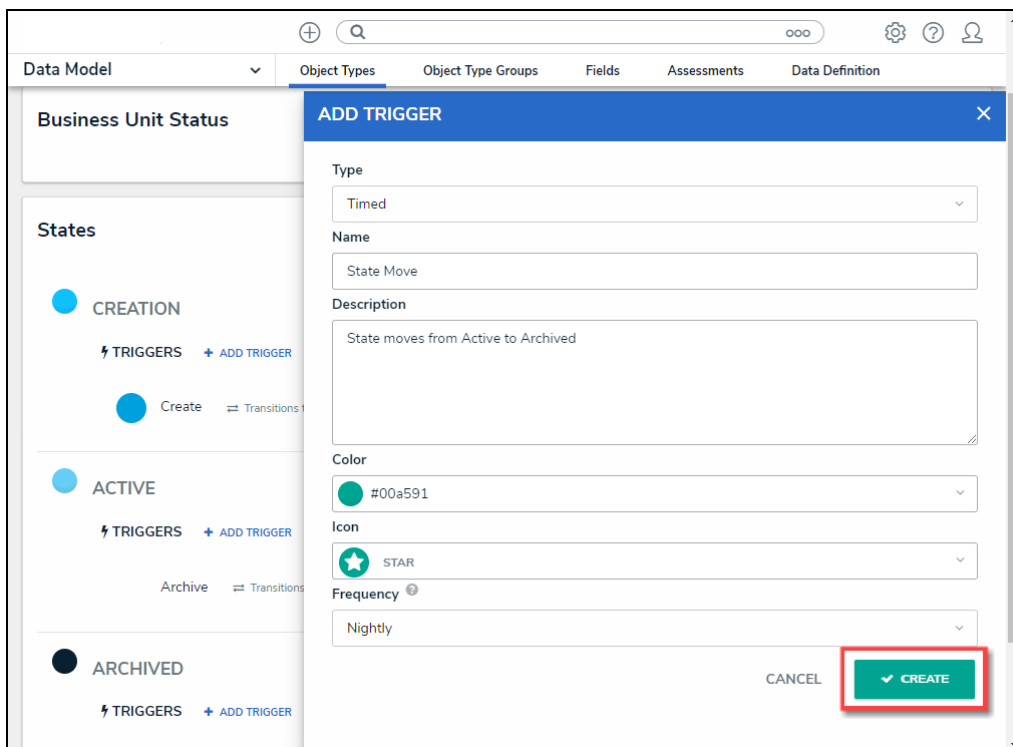
Icon Dropdown

6. Select **Nightly** from the **Frequency** field dropdown menu.



Frequency Field

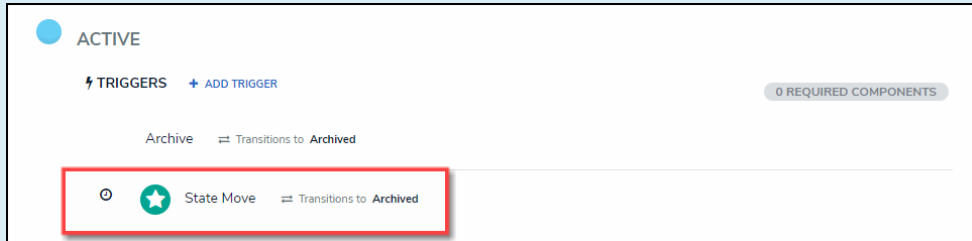
7. Click the **Create** button to create the Nightly Trigger.



Create Button

Note:

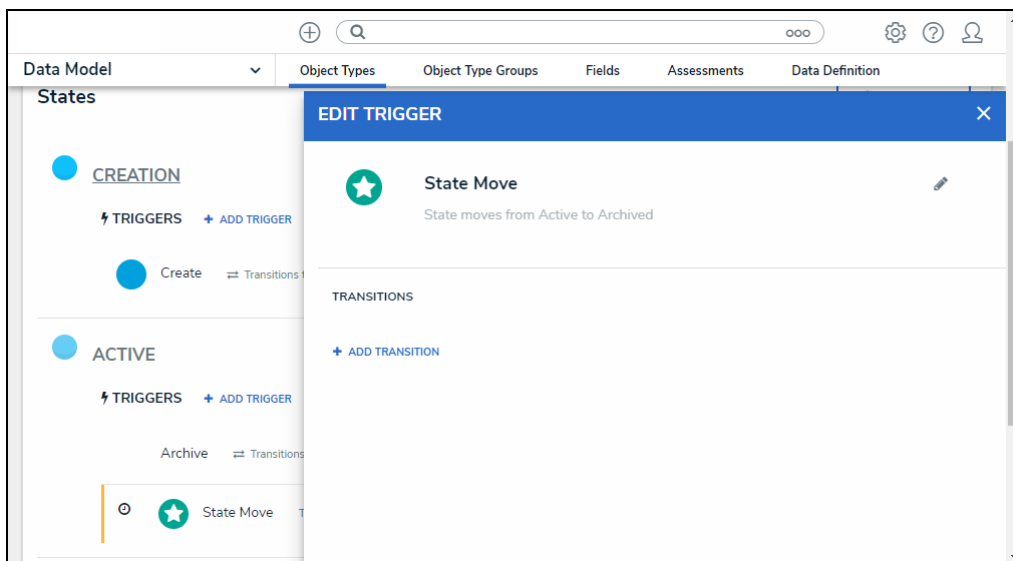
The **Nightly Trigger** will appear on the **Admin Edit Workflow** screen with a **Clock icon** indicating that the Triggers is a **Nightly Trigger**.



Clock Icon

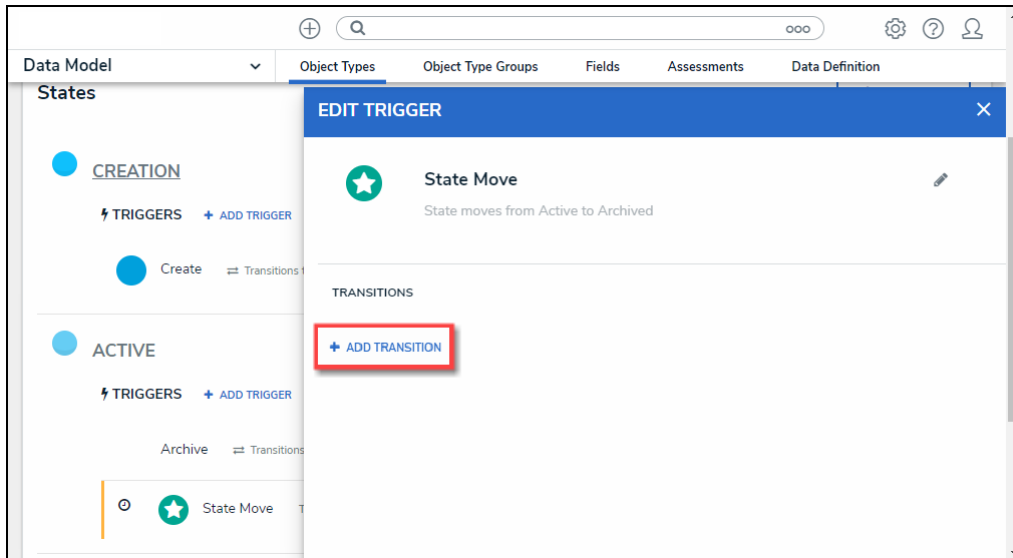
Adding a Transition to a State

1. The **Edit Trigger** pop-up will appear when you click the **Create** button to create the Trigger.



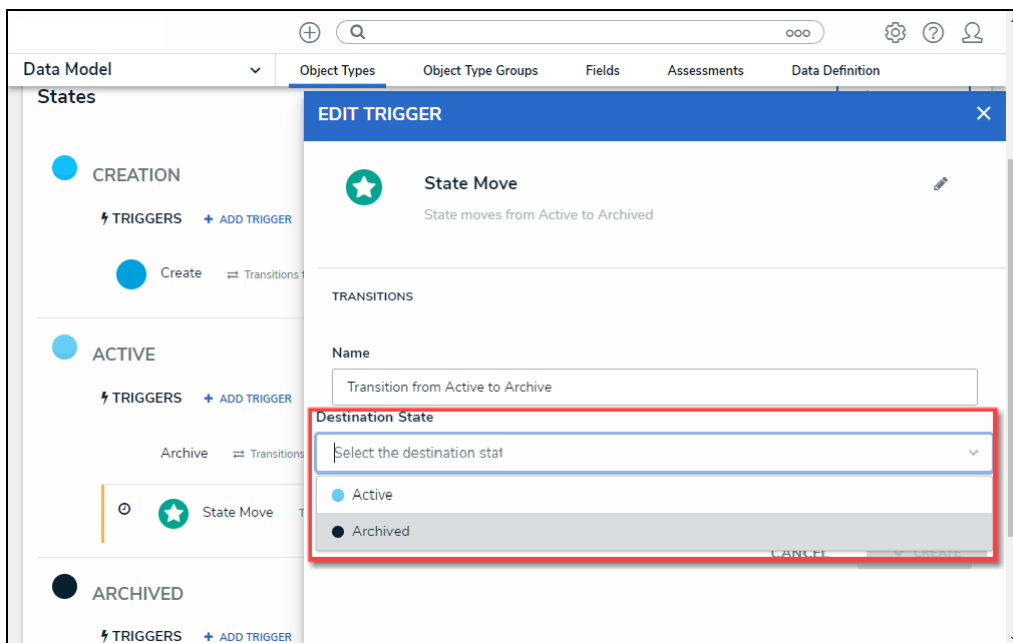
Edit Trigger Pop-up

2. Click the **+Add Transition** link under the **Transition** section.



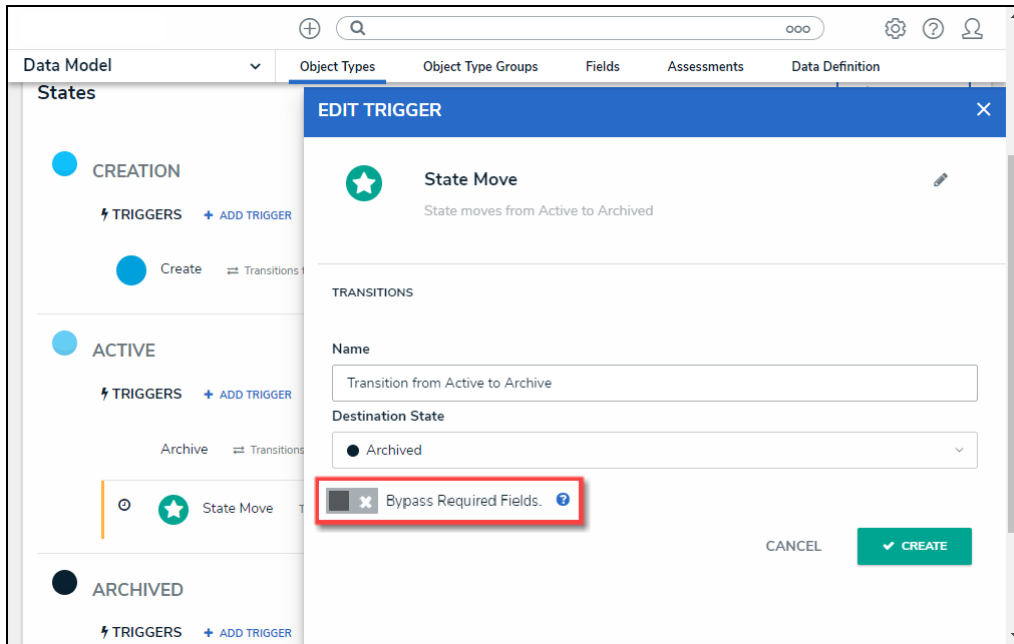
+Add Transition Link

3. Enter a Transition name in the **Name** field.
4. Select a state from the **Destination State** dropdown menu, indicating the State the Object Type will move to when the Transition is executed.



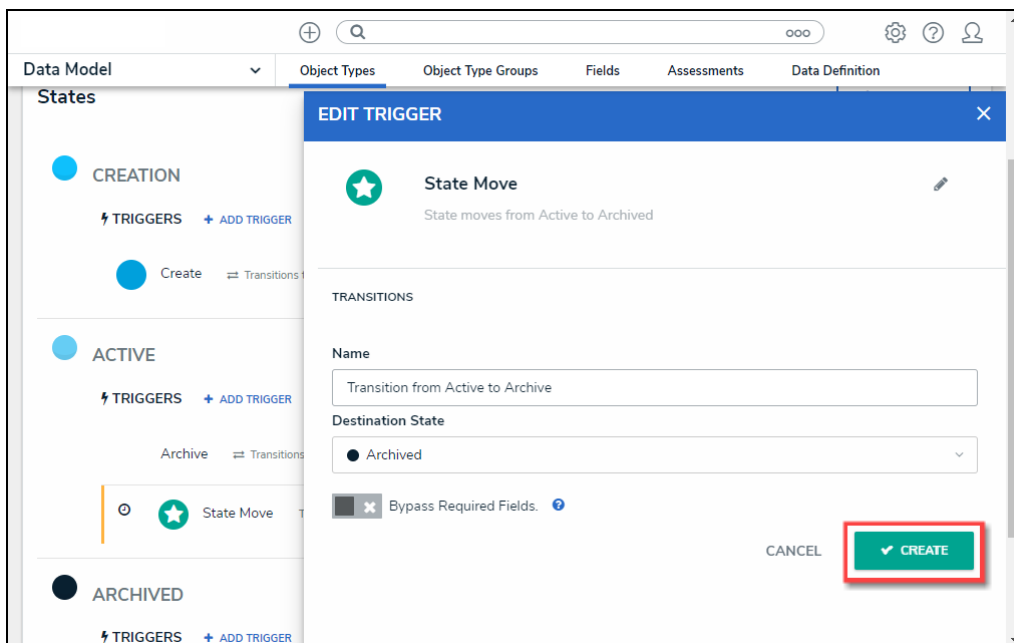
Destination State Dropdown

5. **(Optional)** Select the **Bypass Required Fields** toggle switch to allow the Transition to move the Object Type to the indicated State if there are empty required fields on the Object Type Form.



Bypass Required Fields

6. Click the **Create** button to create the Transition.



Create Button