

Viewing an Archived Internal Audit Project

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Overview

When an internal audit project is archived, it can still be viewed through the **Manage Audits** screen.

User Account Requirements

The user account you use to log into Resolver must be added to the Internal Audit Team user group.

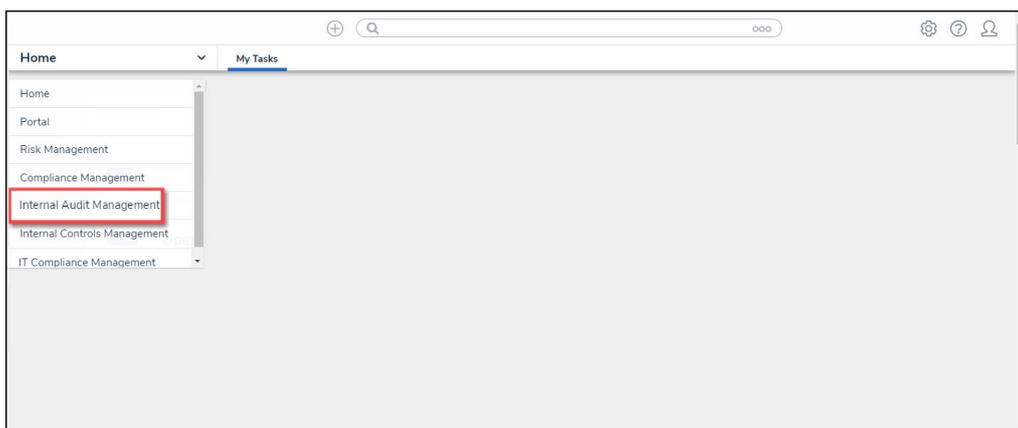
Related Information/Setup

Before an Internal Audit Project can be archived, it must first be completed. Please refer to the Complete an Internal Audit Project article.

- [Complete an Internal Audit Project](#)

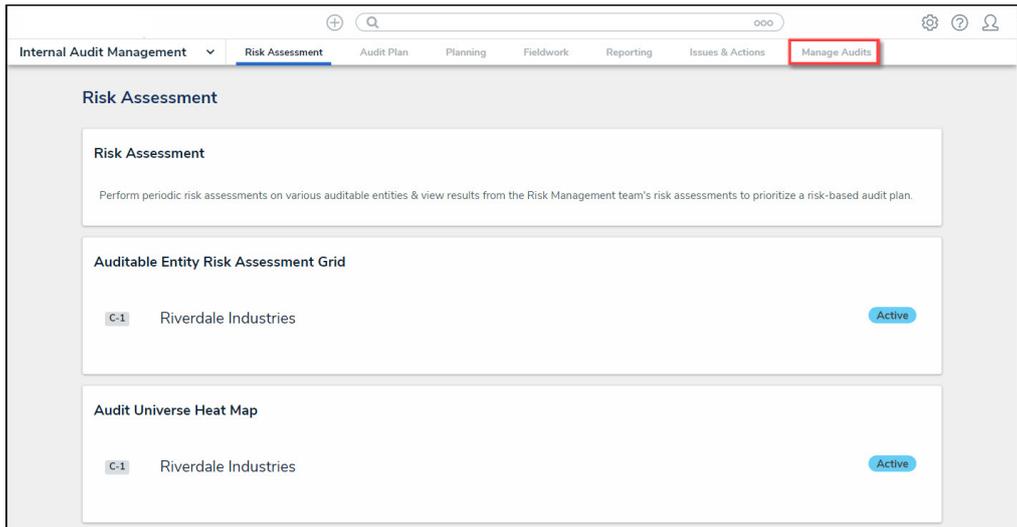
Navigation

1. From the **Resolver Home** screen, click the **Home** dropdown and select the **Internal Audit Management** link.



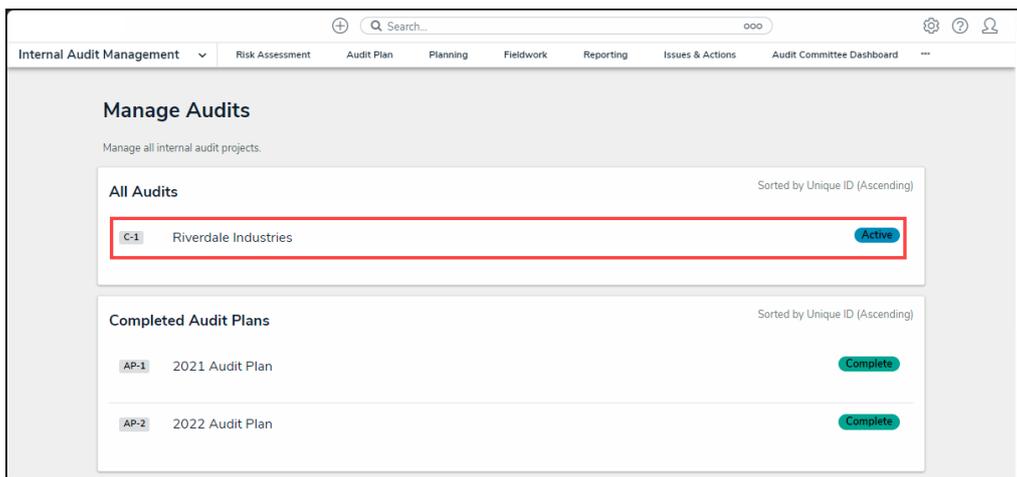
Home Dropdown

2. From the **Risk Management** screen, click the **Mange Audits** tab.



Manage Audits Tab

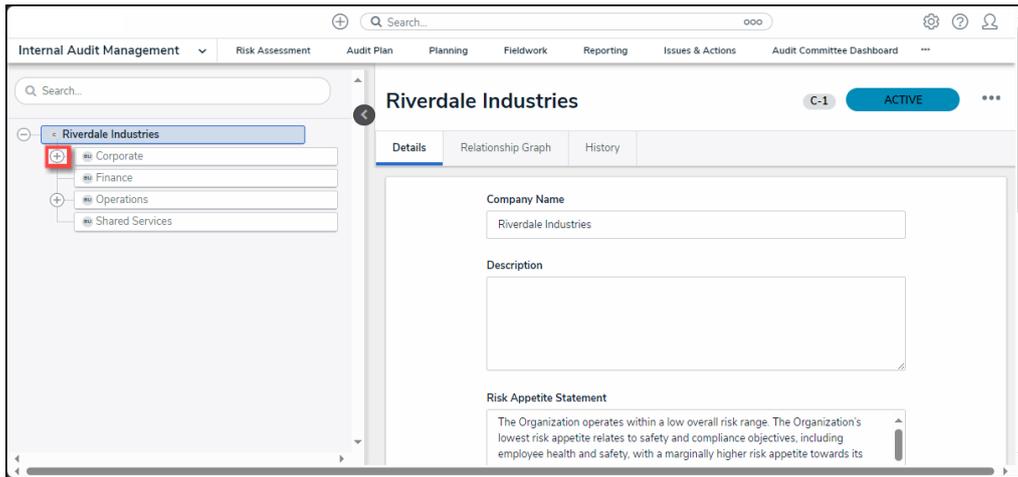
3. From the **Manage Audits** screen, click a business unit in the **All Audits** section.



Business Unit Link

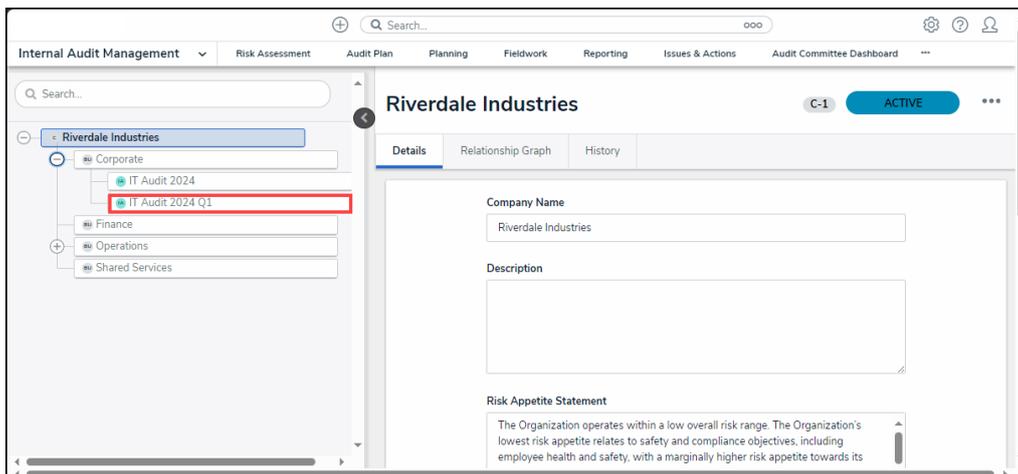
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1. From the **Navigation Tree**, click the **Expand** icon next to a **Business Unit** node.



Expand Icon

2. Click an archived **Internal Audit Project** under the **Business Unit** node to view the archived internal audit project.



Internal Audit Project