

Assignments

Assignments are Arena's internal request or task tracking system. You can use assignments to track many different types of requests such as IT, Operations, etc. Assignments can also be used in conjunction with a Workflow to automate the assignment of the tasks. Monitor tasks assigned to yourself or tasks that you have assigned others. Allows status updates via email for predefined steps in the task process.

Available Features

Select

Premium

Assignment Generation	No	Yes
Workflow	No	Yes

The screenshot shows the 'Assignment Types' page in the Shelby Arena system. It features a table with the following data:

Subscribe	Name	Owner	Active	# of Child Types	Assignments	Active	Past Due	
<input type="checkbox"/>	First Time Visitors	Smith, Joshua			10	10	10	
<input type="checkbox"/>	IT Request	White, Mark		11	2	1	1	
<input type="checkbox"/>	Operations Requests	Allen, Barry		3				
<input type="checkbox"/>	Follow-Up	Fry, Philip			2	2	2	

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