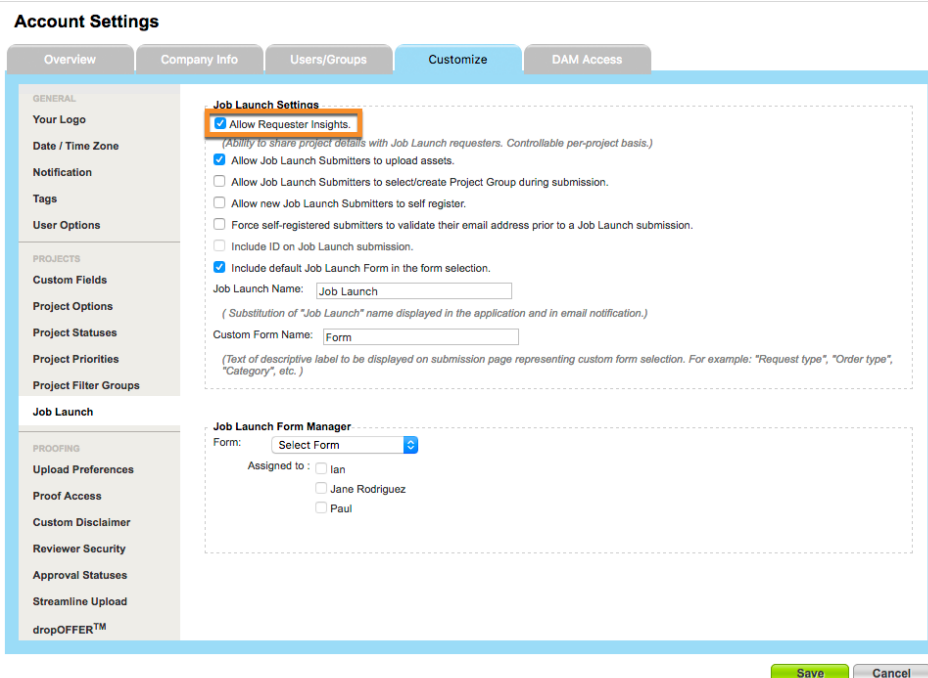


Enabling Edits for Job Launch Requests

Published on 07/08/2016

If you would like to allow Job Launch submitters to edit job launch requests after submission, you must enable this feature in Account Settings and per Job Launch form.

1. Navigate to Account > Account Settings > Customize > Job Launch.
2. Check the box on top that says, '**Allow Requester Insights.**'
3. Click '**Save**' in the bottom right.



Account Settings

Overview Company Info Users/Groups **Customize** DAM Access

GENERAL

Your Logo

Date / Time Zone

Notification

Tags

User Options

PROJECTS

Custom Fields

Project Options

Project Statuses

Project Priorities

Project Filter Groups

Job Launch

PROOFING

Upload Preferences

Proof Access

Custom Disclaimer

Reviewer Security

Approval Statuses

Streamline Upload

dropOFFER™

Job Launch Settings

☒ Allow Requester Insights.
(Ability to share project details with Job Launch requesters. Controllable per-project basis.)

☒ Allow Job Launch Submitters to upload assets.

☐ Allow Job Launch Submitters to select/create Project Group during submission.

☐ Allow new Job Launch Submitters to self register.

☐ Force self-registered submitters to validate their email address prior to a Job Launch submission.

☐ Include ID on Job Launch submission.

☒ Include default Job Launch Form in the form selection.

Job Launch Name:
(Substitution of "Job Launch" name displayed in the application and in email notification.)

Custom Form Name:
(Text of descriptive label to be displayed on submission page representing custom form selection. For example: "Request type", "Order type", "Category", etc.)

Job Launch Form Manager

Form:

Assigned to:

☐ Ian

☐ Jane Rodriguez

☐ Paul

Save **Cancel**

Once this permission has been enabled, you can choose which Job Launch forms allow for edits.

1. Navigate to Account > Job Launch Forms.
2. Find the form you want to customize and click the blue '**Edit**' button to the right.
3. On the '**Edit Job Launch Form**' page, check the box, '**Allow submitter to edit Job Launch Request after submission.**'
4. Click '**Save Form.**'

Edit Job Launch Form

Form Details:

Form Name:

Job Launch Form - Spaceballs

Description (optional):

Pre-assigned Project Template (optional):

Job Launch Jobs

- ☐ Display Due Date text field in the form header
- ☐ Allow a submitter to attach content
- ☒ Allow submitter to edit Job Launch Request after submission
- ☒ Allow Job Launch Managers and Project Users to edit Job Launch Requests after submission

Job Launch Managers assigned to this form:

Select: [All](#) , [None](#)

☒ Dark Helmet

Job Launch Submitters assigned to this form:

Select: [All](#) , [None](#)

☒ Dark Helmet ☐ Reviewer 2 (22) ☐ Reviewer 3 (33)

☐ Reviewer 1 (11)

Page List:

	Page 1
4 Row	Edit Page Remove

[Add Page](#)

[Cancel](#)

[Save Form](#)