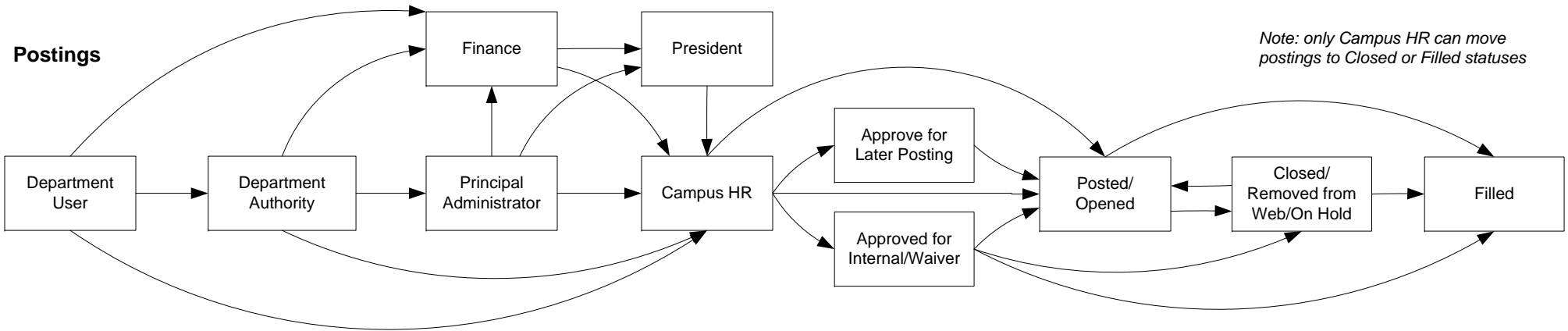


# USNH Workflow

5/4/2009

## User Types

Department User: Department Scope, Begin Action/Posting/HP  
Department Authority: Department Scope, Begin Action/Posting/HP  
Principal Administrator: Department Scope, Begin Action/Posting/HP  
Finance: Department Scope  
President: Department Scope  
Campus HR: Department Scope, Begin Action/Posting/HP  
AAO: Department Scope (for emails only)  
Employee: Personal Scope, Evaluations Only  
Evaluation Supervisor: Personal Scope, Evaluations Only  
Evaluation Reviewer: Personal Scope, Evaluations Only  
Administrator: System-Wide Scope



## Applicant Statuses

### **Active Statuses**

Under Review by HR  
Under Review by Search Official/Committee  
Selected for Interview\*  
Finalist\*  
Recommend for Hire  
Hired

\* generates optional email to Campus HR

### **Inactive Statuses**

Not Selected NO EMAIL  
Not Selected SEND EMAIL (UNH/USNH Only)  
Applicant Withdrawn  
Incomplete Application  
System Det'd Did Not Meet Min Quals  
HR Det'd Did Not Meet Min Quals IHR Only)