



An Overview of SharePoint Workflows



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Understanding Workflows

- ❑ Working with Workflows
- ❑ Creating a Workflow
- ❑ Executing a Workflow
- ❑ Modifying a Workflow
- ❑ Deleting a Workflow

Working with Workflows

- ❑ A series of tasks that produce an outcome
- ❑ Built using Windows Workflow Foundation (WF)
- ❑ Available in both WSS and MOSS
 - **WSS**
 - Three State
 - **MOSS (Routing)**
 - Approval
 - Collect Feedback
 - Collect Signatures
 - Disposition Approval
 - Translation Management



Creating a Workflow

- Workflow Process
- Workflow Triggers
 - **Manual**
 - **Automatic**
- Workflow Events

Creating a Workflow

□ Technology Options

SharePoint Designer	Visual Studio
Easy to Use; Requires no programming	Requires programming skills
Limited conditions and actions	Advanced activity capabilities
Sequential order only	No fixed order
Bound to one list or library	Can be associated with multiple lists, libraries, content types or sites
Automatically deployed	Must be manually deployed as an assembly
No debugging capabilities	Debugging available

Creating a Workflow

- Permission Settings
 - **Manage Lists**

Deleting a Workflow

- ❑ Use the browser to manage workflow instances
- ❑ Set the workflow Remove option to “No New Instances”

SharePoint Designer

- ❑ Creating a custom workflow using SharePoint Designer
- ❑ Files

Creating Workflows Using SharePoint Designer

- ❑ The Workflow Wizard creates a Workflows document library, which is hidden from the browser
- ❑ Folder contents
 - **.aspx**
 - **.xoml**
 - **.xoml.rules**
 - **.xoml.wfconfig.xml**

Questions?