

## Modifying Stage Settings

This section explains workflow stage options. When you start a new process, such as an assessment or policy pack development, RiskVision copies the selected workflow and creates a separate workflow instance that belongs to the process. Instances and workflow templates are related but require a synchronization in order to have instances that are related to templates reflect the latest template modifications.

Users can modify templates if they have Workflow View and Workflow Update permissions.

For assessments, any change to the template alerts the program owner by displaying an informational message on the assessment details page. The owner can synchronize the workflow settings with the assessment workflow instances. This overwrites the instance settings with the new workflow settings.