

Monitor Assessment Progress

After you launch the assessment, as a program owner or assessment owner, you must track the progress on all assessments or an individual assessment. By navigating to the **General** and **Workflow** tab of **Assessment** details, you can monitor the details of workflow stage information, such as progress, average choice score, names of stakeholders working on the current workflow stage, and the date since the workflow entered a particular stage. That means you will know since how many days the current stage stakeholders are working on the questionnaire. Moreover, you can mouse hover a stage name to know which stakeholders will work on the questionnaire when the workflow is transitioned to the next stage and its subsequent stages.

▼ Workflow: Agilience Assessments

1 Information Gathering 2 Review 3 Sign Off 4 Closed

Current Stage: Information Gathering

Since: 2012-10-12 11:33:17

Current Owner(s): Administrator, John A Doe,

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▼ Status History

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User	From Status	To Status	Target	Date	Comments
Administrator	N/A	Information Gathering	User: John A Doe	2012-10-12 11:33:17	Action performed by Administrator
Administrator	N/A	Information Gathering	User: John A Doe	2012-10-12 11:31:07	Action performed by Administrator

The workflow status history provides a complete log of activities until the assessment is closed, and the log is updated again when the assessment is re-started.