PROJECT

tere

Shopping Cart:

A web-based and workflow-driven censorship system

VTV

November 2014

Shopping Cart

VTV ARCHIVE

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▼ 1. INTRODUCTION

VTV, Vietnam Television, the national broadcaster of Vietnam is the only nation-wide TV in Vietnam. It was formed on September 7th, Vietnam Television became an official name on April 30th 1987 and since then it's also become the national television.

In last years, **ETERE** has accompanied **VTV** across its various system expansions; supporting with unparalleled modularity the implementation and integration of new solutions into the global system workflow without altering the overall project. At present, **Etere** has a strong relationship with **VTV** based on years of management and playout of its channels, a choice that has always granted **VTV** to achieve best efficiency while meeting audience's quality expectations.

This paper is aimed to describe the solution proposed by **Etere** to implement a web-based, secure and simple interface to automate the request, evaluation and preparation of files intended to be downloaded from the **VTV Archive**, just by following the overall steps below:

	Actor	Action	Status
1.	**USER**	Create a ticket, add master-clips and/or sub-clips (specifying their target format) and press <u>SAVE</u>.	Not sent
2.	**USER**	Open an existing ticket, complete its compilation and press <u>SUBMIT</u>.	Not approved
3.	**DEPT. MANAGER**	View ticket requests (all, pending, etc.) and <u>APPROVES</u> or <u>REJECTS</u> Them.	1st approved
4.	**ARCHIVE MANAGER**	View ticket requests (all, pending, etc.) and <u>APPROVES</u> or <u>REJECTS</u> them.	2nd approved
5.	**DATA MOVER**	Execute <u>WORKFLOWS</u> to transcode and transfer all <u>APPROVED</u> clips, and send a confirmation email to the user.	Ready
5.	**USER**	Receive the confirmation email and download requested files.	Completed

Please note that VTV specifications are included in this document in the form below:

<u>VTV SPECIFICATIONS</u>
Step 1 ...

▼ 2.   SOLUTION

The proposed solution consists of a web module implemented inside **EtereWeb**, a **web portal** that allows authenticated users to **browse** media stored in the archive and create **tickets requests** to **download** them as either **master-clips** (entirely) or **sub-clips** (partially restored or conformed).

The use of **tickets** allows users to easily request any material in few clicks without complex operations; since every time a **ticket** is sent all its **configured processes** are started to internally complete all the operations required to fulfill the request.

Processes can include any Etere workflow-based operation, including **Resources Management** actions assigned to supervisors to grant/deny download permissions as well as **Data Mover a**ctions executed to automatically retrieve, transcode, transfer and carry out any needed media operation.
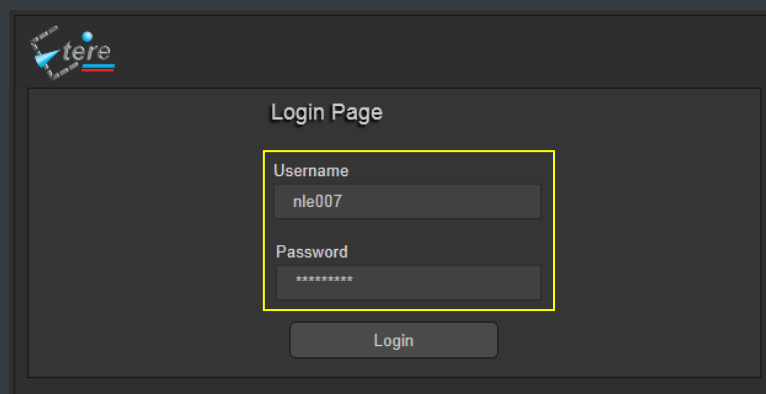
▼ 2.1. User login

VTV SPECIFICATIONS
Step 1: Searching and create a request ticket by user
-        EtereWeb user login and access to Etere MAM system. They will search and find an useful asset.

In order to start using the **Shopping Cart**, the user needs to access the **EtereWeb** portal and authenticate using valid credentials:

Once authenticated, accessing the **"Shopping Cart"** section, the user can start managing **tickets** through the following **sections**, which use will be explained in the following chapters:
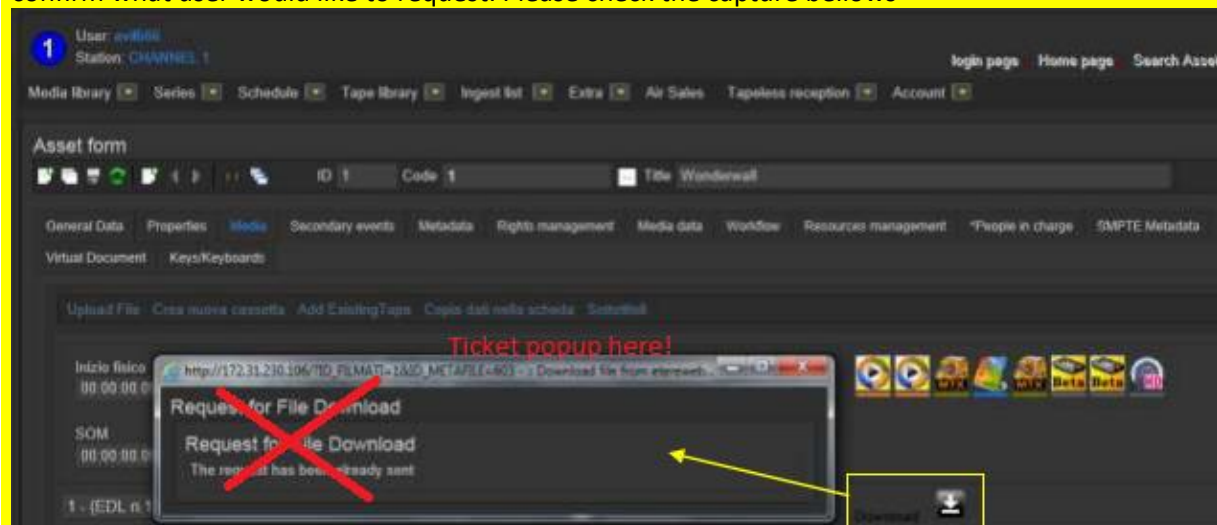
▼ 2.2. Create new Ticket

VTV SPECIFICATIONS

Step 1: Searching and create a request ticket by user

-        We would like to have an Etere window same like an ticket popup to fill more information and confirm what user would like to request. Please check the capture bellows

The **"Create New Ticket"** section allows users to open a **new request form**, where they will be allowed to input all required **general information** such as:

Parameter	Description
Template	Select the **Shopping Cart** that better fits the aim of the **ticket** (e.g. download from web). *Note: Refer to the "Settings" chapter for information on how to configure templates.*
Owner	Indicates the **name of the user** who is creating the ticket.
Code	Depending on settings, auto-generated or manually entered **code** assigned to the ticket.
Description	Brief description of the ticket.
Purpose	Brief explanation of how requested media will be used.
Due date	Deadline date at which requested media is needed.
Notes	Extra text to further describe the purpose of requested media or any other matter.

VTV SPECIFICATIONS

Step 1: Searching and create a request ticket by user

- The procedure in here is same like the shop purchase function on internet shopping. Users will browse media, select segments, and select some type of media that archive. All of media that is selected will be put into the ticket.

- On the request ticket popup, we would like to see details as below:

VTV logo | The request ticket title

User name: *First name Last name (Take it from Etere system)*
Department: *Department name (Take it from Etere system)*

Project Title: *Text box for user typing*
Descriptions of Request: *User will type some content that is a reason to download media from VTV Archive.*
Purpose: *User type an purpose*

List of clips (segments or master clip) is requested:

Item	ID	Title (Following the selection from searching procedure)	Type (Multi choice)	Q'ty	Unit	Notes
1	100	Video 1	AVI			
2	102	Video 2	MXF			
3	204	Video 4	AVI			

Current time: *Following the system time*
Time (User hope can get the file): *User put it here*

Send Button   *Send Later Button*

Capture 2

- I attach 1 Request Ticket that is using in VTV Archive now. Sorry for Vietnamese on this. It is same like the form I described as above.

- The ticket is same like the internet shopping ticket.

Once required information is compiled, the following buttons can be used as described below:

Parameter	Description
✚ **Add material**	Open the **search form** that allows selecting the asset needed for download. Assets can be searched using filters and selected using the **[Select this…]** button:

Filter Code		Top 250	Run
Code			
Family Guy-0009			Select this...
Family Guy-0010			Select this...
Family Guy-0011			Select this...
Family Guy-0012			Select this...
Family Guy-0013			Select this...
Italian Folktales-0001			Select this...
Italian Folktales-0002			Select this...
Italian Folktales-0003			Select this...
Italian Folktales-0004			Select this...
Italian Folktales-0005			Select this...
Italian Folktales-0006			Select this...
Italian Folktales-0007			Select this...

... 11 12 13 14 15 16 17 18 19 20 ...

Selected material will be inserted into the **ticket**:

Template	SC DOWNLOAD FROM WEB
Owner	
Code	SC171
Description	REQUEST FOR DOWNLOAD
Purpose	POST EDITING
Due date	11/26/2014
Notes	Need hires files to create promo material.

Asset Id	Asset code	Asset description	Codec	Pre-processing	Edl name	Tot. seg.		
3115	Italian Folktales-0007	Italian Folktales - No.0007	MXF	None	-	-		✗

If a **sub-clip** is required rather than a **master-clip**, use the [Modify] button to:

Code	Italian Folktales - 007
Description	Italian Folktales - Ep. 7

Pre Operation	Conforming
Used Profile	Conform MXF IMX50
Used EDL n.	EDL n.1

✓

|	Seg. Description	Time Code In	Time Code Out
☑	visible seg 1	00:01:30.00	00:05:34.00
☑	visible seg2	00:07:30.00	00:12:00.00
☑	visible seg3	00:15:00.00	00:18:15.00

- **Partially retrieve** one segment from a certain EDL
- **Conform** multiple segments from a certain EDL, based on a selected profile.

More assets can be added at any time before submitting the ticket, just using the [Add] button:

Asset Id	Asset code	Asset description	Codec	Pre-processing	Edl name	Tot. seg.		
3098	Family Guy-0003	Family Guy - No.0003	MPG ▾	None	-	-		✖
3099	Family Guy-0004	Family Guy - No.0004	MPG ▾	None	-	-		✖
3118	Italian Folktales-0010	Italian Folktales - No.0010	MXF ▾	None	-	-		✖
3115	Italian Folktales-0007	Italian Folktales - No.0007	MXF ▾	Conforming	EDL n.1	3		✖
3028	Sex and the City-0011	Sex and the City - No.0011	None ▾	None	-	-		✖

Save	Stores changes made to the ticket in the database **without submitting** it to the station. Saved tickets are available for <u>modification and submitting</u> under the **"Pending"** section.
Save and submit	Stores changes made to the ticket and **submit** it immediately to the station. Submitted tickets are available for <u>visualization</u> under the **"Active"** section.

▼ 2.3. View Pending tickets

VTV SPECIFICATIONS

Step 1: Searching and create a request ticket by user

- If User click the Send later, System should be send this ticket to the "List of tickets that is created" of this own user. The ticket will be set flag as "Not send" now. Please check the list of tickets form of own user as below:

  List of tickets of own user
  Name of request ticket:

  String box for searching

  Search Button

Item	Name of Tickets	Status	Approve of User department manager (the first censor)	Approve of Manager of VTV Archive (Second Censor)	Status
1	The request ticket is create on 10/02/2014	🔴	🔴	🔴	🔴
2	The request ticket is create on 05/02/2014	🟢	🔴	🔴	🟢
3	The request ticket is create on 02/02/2014	🟢	🟢	🔴	⚪
4	The request ticket is create on 16/01/2014	🟢	🟢	🔴	🟢
5	The request ticket is create on 10/01/2014	🟢	🟢	🔴	⚪

Capture 4

The **"View Pending Tickets"** section allows **compiling** and **submitting** previously saved tickets:

Parameter	Description
Submit	Submit the **selected ticket** to the station. Submitted tickets are available under the **"Active"** section.
Expand	Show all **assets** added to the ticket, including their relevant information.
Collapse	Hide all **assets** added to the ticket, showing only the **ticket overall information**.
Modify	Modify the ticket, including its **general information** (e.g. description, purpose, etc.) and **assets**.
Delete	Definitively **removes** the ticket from the system.

▼ 2.4. View Active Tickets

VTV SPECIFICATIONS

Step 1: Searching and create a request ticket by user

- After user has finished fill all information. User can click to the Send button immediately. System should get all information of ticket and move the ticket to the Approve tickets Store of the Manager of User Department (the first censor). The ticket will be flag as "Not Approved" first. Please check the capture as below for more details. It is a windows that will appear when the first censor open the feature of approve with tickets Store:

List of Request tickets
Name of request ticket:

String box for searching

Search Button

Item	Name of Tickets	Status
1	The request ticket is create on 10/02/2014	🔴
2	The request ticket is create on 05/02/2014	🟢
3	The request ticket is create on 02/02/2014	⚪
4	The request ticket is create on 16/01/2014	🟢
5	The request ticket is create on 10/01/2014	⚪

Notes: Status (🔴 Denied; 🟢 Approved; ⚪ Not Approved)

Capture 3

The **"View Active Tickets"** section allows users to track the status of their **submitted tickets**:

As shown in the figure below, the **processing information** (e.g. current process and progress, workflow, status, action, etc.) of all assets included within tickets is provided up-to-date in real-time:

ID	Code	Description	Purpose	Due date	Owner	Template	Status			
76	SC171	REQUEST FOR DOWNLOAD	POST EDITING	11/26/2014		SC DOWNLOAD FROM WEB	Not running	🔺	📄	❌

Process	Asset Id	Asset description	Codec	WF-Name	WF-Status	WF-Action	Progress
Censorship	3028	Sex and the City - No.0011		None	Not started		Not completed
	3098	Family Guy - No.0003	MPG	WF - Censorship control (MPG)	Completed		Completed
	3099	Family Guy - No.0004	MPG	WF - Censorship control (MPG)	Running	1st permission...	Not completed
	3115	Italian Folktales - No.0007	MXF	WF - Censorship control (MPG)	Running	1st permission...	Not completed
	3118	Italian Folktales - No.0010	MXF	WF - Censorship control (MPG)	Running	2nd permission...	Not completed
Delivery	3028	Sex and the City - No.0011		None	Not started		Not completed
	3098	Family Guy - No.0003	MPG	WF - Copy MPG to NLE007	Not started		Not completed
	3099	Family Guy - No.0004	MPG	WF - Copy MPG to NLE007	Not started		Not completed
	3115	Italian Folktales - No.0007	MXF	WF - Copy MPG to NLE007	Not started		Not completed
	3118	Italian Folktales - No.0010	MXF	WF - Copy MPG to NLE007	Not started		Not completed

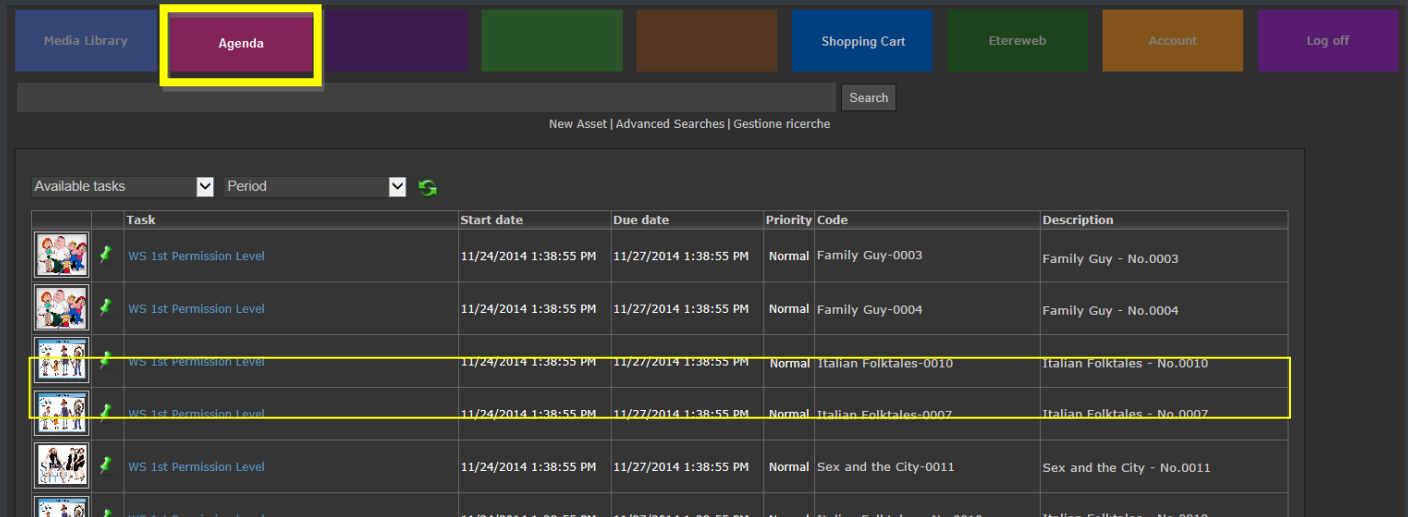The following functions are available here for tracking purposes:

Function	Description
🔍 **Search**	List all **assets** matching the entered **filters** (e.g. template, owner, code, description, purpose, due date).
🔽 **Expand**	Show all **assets** added to the ticket, including their **processing information** (e.g. current process and progress, workflow, status, action, etc.).
🔺 **Collapse**	Hide all **assets** added to the ticket, showing only the **ticket overall information**.
📄 **Log**	Modify the ticket, including its **general information** (e.g. description, purpose, etc.) and **assets**. **Date** / **Description** 11/26/2014 — Added asset 3028 with exec-order 1 and wkf 0 and codecid 0 11/26/2014 — Added asset 3115 with exec-order 0 and wkf 74 and codecid 50 11/26/2014 — Added asset 3115 with exec-order 1 and wkf 8 and codecid 50 11/26/2014 — Added asset 3028 with exec-order 0 and wkf 0 and codecid 0 11/26/2014 — Added asset 3118 with exec-order 0 and wkf 74 and codecid 50 11/26/2014 — Added asset 3118 with exec-order 1 and wkf 8 and codecid 50 11/26/2014 — Added asset 3099 with exec-order 0 and wkf 75 and codecid 21 11/26/2014 — Added asset 3099 with exec-order 1 and wkf 8 and codecid 21 11/26/2014 — Added asset 3098 with exec-order 0 and wkf 75 and codecid 21 11/26/2014 — Added asset 3098 with exec-order 1 and wkf 8 and codecid 21
❌ **Delete**	Definitively **removes** the ticket from the system.

Once **"active"** tickets are processed, depending on the results of their processes they are moved to:

View Completed Tickets	Tickets for which ALL processes have been successfully completed.
View Incomplete Tickets	Tickets for which AT LEAST ONE process was not completed (or unexpected).
View Failed Tickets	Tickets that were not completed due to a Shopping Cart internal error.

▼ 2.5. Censorship

The "Agenda" section of EtereWeb allows supervisors to manage the **censorship tasks** included within **internal process workflows**, enabling them to grant/deny permissions according to their role:

The **censorship process** comprehends **two approval levels** that will be following detailed.

▼ 2.5.1.   1st Permission Level

VTV SPECIFICATIONS

Step 2: The approval of manager of own user department Procedure

- After User search, create a new request ticket, fill all information and send it to the first censor as manager of own user department. The first censor will click to "APPROVE" menu on EtereWeb, system will take list of request tickets as *Capture 3 (above).*

- The list of request ticket windows pop up, the first censor will do his job as approval. He will click one by one request ticket on the list, he should see the windows ticket with details like as below:

VTV logo | The request ticket title

User name: *First name Last name (Take it from Etere system)*
Department: *Department name (Take it from Etere system)*
Project Title: *Text box for user typing*
Descriptions of Request: *User will type some content that is a reason to download media from VTV Archive.*
Purpose: *User type an purpose*

List of clips (segments or master clip) is requested:

Item	ID	Title (Following the selection from searching procedure)	Type (Multi choice)	Q'ty	Unit	Approve	
1	100	Video 1	AVI	1	Master Clip	☑	
2	102	Video 2	MXF	1	Segment	☑	
3	204	Video 4	AVI	1	Segment	☐	

Register time:
Time of issue
Notes

Some notes is written down from the first censor here like a comment

Update Button   Back Button

Capture 5

- I attach a sample form of VTV Archive currently as below:

VTV PHIẾU YÊU CẦU KHAI THÁC, SỬ DỤNG TƯ LIỆU

Họ và tên: Nguyễn Văn A ....

Đơn vị: Ban Truyền hình đối ngoại - VTV4 ....

Đề tài thực hiện: Phim kỷ niệm ngày quốc khánh Việt Nam.

Nội dung yêu cầu: Các tư liệu liên quan đến Bác Hồ

Mục đích sử dụng: Làm phim kỷ niệm ngày quốc khánh Việt Nam

Danh sách tư liệu yêu cầu:

STT	ID	Tên dữ liệu/tài liệu	Khuôn dạng	Số lượng	ĐVT	Phê duyệt
1	1000	Chương trình thứ nhất	AVI	1	Chương trình	☑
2	2356	Cảnh Bác Hồ đọc tuyên ngôn độc lập	AVI	1	Cảnh	☑
3	7845	Cảnh Bác Hồ đang tập thể dục	AVI	1	Cảnh	☐

Thời gian đăng kí: .15.giờ.30.phút; ngày15 tháng 01 năm 2014

Thời gian hẹn lấy: 09 giờ 00 phút; ngày 15 tháng 02 năm 2014

Chú thích:

Cảnh số 3: Bác Hồ đang tập thể dục không phù hợp

Cập nhật   Quay lại

- Explain the procedure: On the capture 5, the first censor do approve for all request by click to the checkbox ☐. After finish, do "UPDATE" button.

- After the request ticket is approved, it will be sent to the "Waiting Approve box of VTV Archive", VTV Archive manager is a second censor. We have the second phase of censorship now.
  Note: If the first censor didn't check box for some items on the request ticket, these unchecked items is consider as denied.
  Note: These items that is checked by censor 1 will be considered as approved level 1 and VTV Archive manager will follow them and they are marked "1st approved".
- If the ticket is null checked box, it will be considered as "Denied" and no need to do anymore.
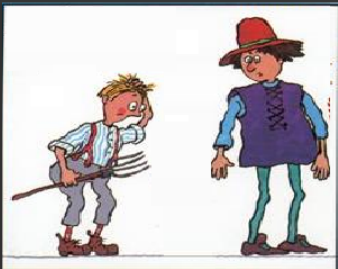
Every time a **task** is assigned to the **User. Dept. Manager**, he will receive an **email** detailing the request and asking him to provide a **response**:

From:	notifications@mystation.tv
To:	first_supervisor@ mystation.tv
Subject:	1st level permission - Shopping Cart (download file from web)
Body:	**Requester:** NLE007 **(**John Smith) **Web request:** Download metafile **Asset code:** ItalianFolktales-00007 **Asset tile:** Italian Folktales – Ep.7 **Codec:** MXF *This system has been automatically delivered by Etere.*

When the **User. Dept. Manager** opens his **"Agenda"**, he will see only **"WS 1st Permission Level"** tasks, being able to evaluate the requested media while browsing, and deciding the **result** (Approved or Rejected):

Approved	A "2nd **permission level"** will be required to **grant** the download.
Rejected	The download is **denied**, no further task is required.

▼ 2.5.2.   2nd Permission Level

VTV SPECIFICATIONS

Step 3: VTV Archive manager approve procedure (The second censorship)

- It is same like the first censorship. The VTV Archive managers (Censor 2) will checked box for items should be ok or no checked for denied.
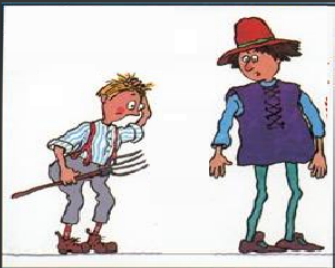
Every time a **task** is assigned to the **Archive Dept. Manager**, he will receive an **email** detailing the request and asking him to provide a **response**:

From:	notifications@mystation.tv
To:	first_supervisor@ mystation.tv
Subject:	2nd level permission - Shopping Cart (download file from web)
Body:	**Requester:** NLE007 (John Smith) **Web request:** Download metafile **Asset code:** ItalianFolktales-00007 **Asset tile:** Italian Folktales – Ep.7 **Codec:** MXF *This system has been automatically delivered by Etere.*

When the **Archive Dept. Manager** opens his **"Agenda"**, he will see only **"WS 1st Permission Level"** tasks, being able to evaluate the requested media while browsing, and deciding the **result** (Approved or Rejected):

Approved	The download is definitively **granted**.

| Rejected | The download is definitively **denied**. |

▼ 2.5.3.   Completion notification

VTV SPECIFICATIONS

Step 3: VTV Archive manager approve procedure (The second censorship)

- After everything is done, system should be trigged the workflow to retrieved the master clip or segments, do transcode to media type correctly and send an email to end user following the registered email.

Once approved, all operations required to make **approved files** available will be performed. At the end, an email will be automatically sent to the user informing him about the result of the request:

From:	supervisor@mystation.tv
To:	wuser5@lagency.com
Subject:	SC Download file from web – READY
Body:	**Web request:** SC Download file from web
	Web request: Download metafile
	Asset code: ItalianFolktales-00007
	Asset tile: Italian Folktales – Ep.7
	Codec: MXF
	Response: Request accepted
	This system has been automatically delivered by Etere.

▼ 2.6. View Completed Tickets

The **"View Completed Tickets"** contains all tickets for which **ALL processes** have been successfully completed:

▼ 2.7. View Incomplete Tickets

The **"View Incomplete Tickets"** contains all tickets for which AT LEAST ONE process was not completed (or unexpected):

▼ 2.8. View Failed Tickets

The **"View Failed Tickets"** contains all the tickets that were not completed due to a *Shopping Cart internal error*:

▼ 2.9. Settings

The **Shopping Cart** can be used to control the request and completion of almost any **job** (e.g. Download from web, send to agency, delivery to VOD, etc.); doing this requires creating a template for each **job**, specifying all the **processes** to be included (e.g. Censorship, Transcoding, Delivery, etc.) besides the default **pre-processes** (conforming and partial restore).

▼ 2.9.1.   Configuration

The **"Shopping Cart Configuration"** section, available in **Etere Configuration**, allows configuring an unlimited number of **job templates** to be made available to users, specifying for each one all required data (i.e. composing processes, triggered workflows, execution behavior, etc.). In order to create a new template just press the **[⊞ New]** button and configure the following parameters:

Parameter	Description
Template description	Brief **descriptive name** of the job to which the Shopping Cart is related (e.g. Download from web, Delivery to agency, Send to VOD, etc.).

SC Start Workflow	**Workflow** to be launched to trigger the shopping cart processing. Only workflows containing a "SC start" action will be listed.
SC Asset Type	Type to be assigned to **"Shopping Cart" assets**. Only types with the "SC" property enabled will be listed.
Process progress	Specify if processes must be managed either in group or individually: ▪ **Complete all single processes**: The current process must be completed for all assets in order to move forward to the next process. ▪ **Allow partially completed processes**: In case the current process is completed for one asset, the next process can be started for said asset; no matter the status of other assets.
Options	Indicate if the code of Shopping Cart tickets must be generated either automatically, or if it must be manually entered every ticket by users.
Default workflow options	Specify if processes must be managed either in group or individually: ▪ **Partial retrieve**: Specify the **EDL version** to be used by default for partial retrieve. ▪ **Conforming**: Specify the **EDL version** and **Conforming profile** to be used by default for conforming.
Process settings	Add all the **processes** (workflows) to be **sequentially performed** as part of the job. An unlimited number of processes can be added, based on following parameters: ▪ **Process description**: Select the **flexi-metadata** that defines the process scope (e.g. Censorship, Transcoding, Delivery, etc.). Please note that here is displayed only the **flexi-metadata** associated to the **type** (e.g. SC) selected in the **SC Asset Type** parameter. ▪ **Workflow to trigger**: Select a **workflow** to be executed either for **all ticket lines** (standard), or only for those related to a **specific codec**. **Note**: Only workflows containing at least one **Shopping Cart Completed/NotCompleted/Unexpected** action will be displayed here.

▼ 2.9.2.   User permissions

The functions available in the **"Shopping Cart"** are subject to a set of permissions that can be granted/denied to specific user based on their roles. Available permissions include:
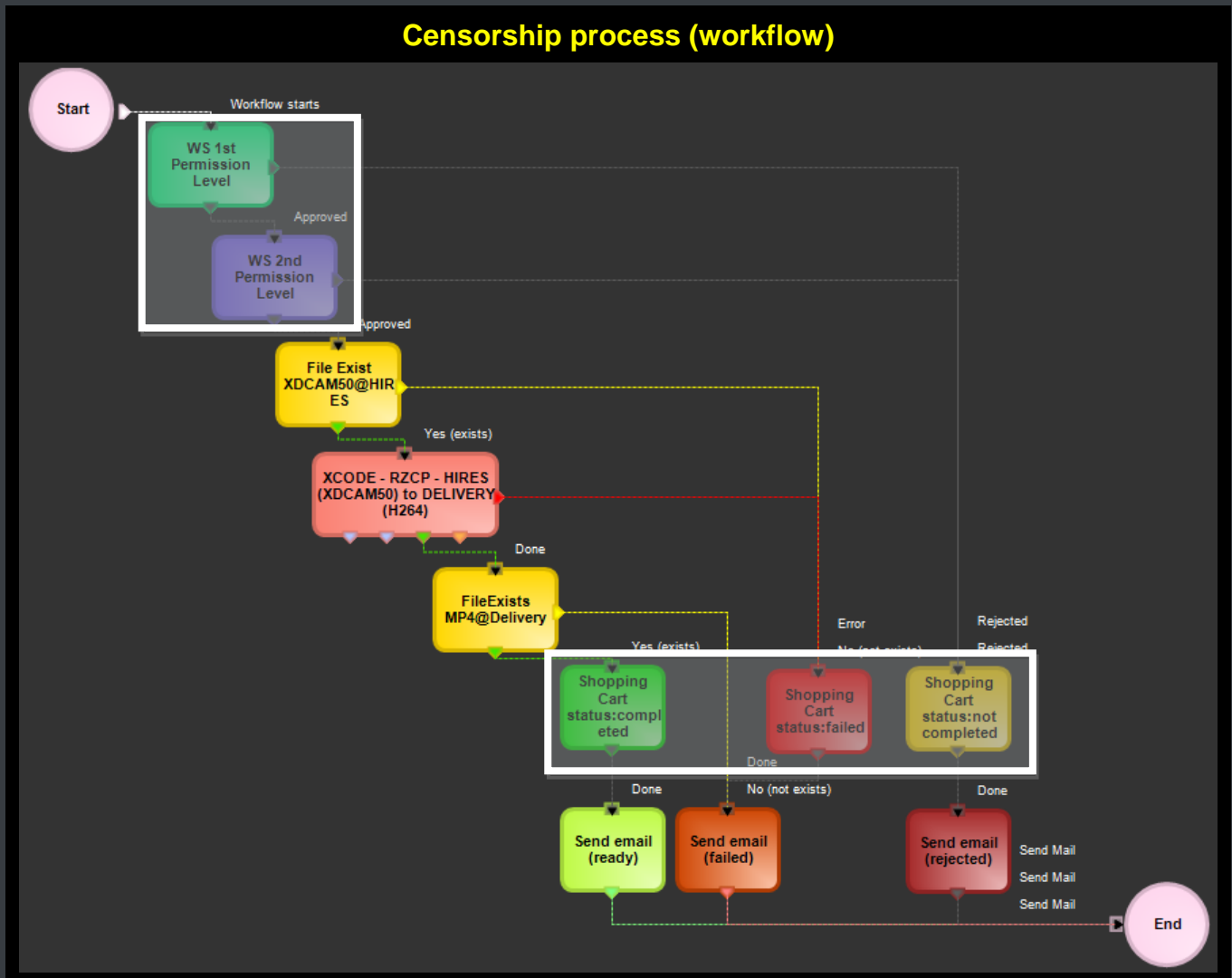
Permission	Description
SC Supervisor	**All functions and sections** will be granted to the user.
SC Access	The **"Shopping Cart"** item will be available in the EtereWeb menu.
SC Save	The **"Save"** button will be available for the user.
SC Save and Submit	The **"Save and submit"** button will be available for the user.
SC Modify	The **"Modify"** button will be available for the user.
SC Delete	The **"Delete"** button will be available for the user.
SC View log	The **"Log"** button will be available for the user.

SC Create	The **"Create ticket"** section will be available for the user.
SC View to Submit	The **"View Pending"** section will be available for the user.
SC View Progress	The **"View Active"** section will be available for the user.
SC View Incomplete	The **"View Incomplete"** section will be available for the user.
SC View Errors	The **"View Failed"** section will be available for the user.

▼ 2.9.3. Process workflows

Processes are based on an underlying "**workflow**", which can be used to automate the approval and preparation process thanks to the combination of *automatic operations* with *manual tasks*:

Censorship process (workflow)

1	**Start**	The **system** starts the workflow execution, which automatically moves forward to **step 2**

2	**1st permission level**	The **User Dept. Manager** receives a task to approve/reject the download request:

	Approved	The download is approved, the workflow moves forward to **step 3**
	Rejected	The download is denied, the workflow moves forward to **step 7**

3	**2nd permission level**	The **Archive Manager** receives a task to approve/reject the download request:

	Approved	The download is approved, the workflow moves forward to **step 3**
	Rejected	The download is denied, the workflow moves forward to **step 7**

4	**Transcode file to requested format**	The **system** automatically transcodes the file to meet the *requested format*:

	Done	The transcoding has been successfully performed The workflow moves forward to **step 5**
	Aborted/ Error	The transcoding has not been performed (e.g. servers are out of order, etc.) The workflow moves forward to **step 8**

5	**Copy file to requested location**	The **system** automatically copies the requested media file into a preset location (e.g. a shared FTP directory):

	Done	The transfer has been successfully performed The workflow moves forward to **step 6**
	Aborted/ Error	The transfer has not been performed (e.g. servers are out of order, etc.) The workflow moves forward to **step 8**

6	**SC Process completed**	In case either the **1st** or the **2nd Permission Level** have been <u>granted</u>, the result of the SC Process will be set as "not completed".
7	**SC process not completed**	In case either the **1st** or the **2nd Permission Level** have been <u>denied</u>, the result of the SC Process will be set as "not completed".
8	**SC process unexpected**	In case an **action** (e.g. transcode file, copy file, etc.) returns an <u>error</u>, the result of the SC Process will be set as "failed".

9	**Send email Alert**	The **system** automatically sends an email notification on the process result:

Completed	**Rejected**	**Failed**

The workflow moves forward to **step 9**

9	**End**	The **system** ends the workflow execution.