My Assignments Endorsements Overview

 Introduction
 This guide provides the procedures for a member to view their
Assignment Endorsements and Screening Panel Endorsements in Direct
Access (DA).

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View My Assignment Endorsements

Introduction This section provides the procedures for a member to view their Assignment Endorsements in Direct Access (DA).

Procedures See below.



View My Assignment Endorsements, Continued

Procedures,

continued

Step	Action								
3	The My Assignments Endorsement page will display. Change the Submission Status to All to view all submitted endorsements. To narrow down the search, you may include the Submission From Date and Submission To Date (these may also be left blank).								
	Click Populate Grid. My Assignments Endorsements								
	Sansa Stark 1. 'Endorsements I Submitted' allows member to bring up only their Endorsements. 2. 'Endorsements I am Endorser On' allows endorser to bring up only those Endorsements submitted to them. 3. Refresh button clears the grid and defaults it back to 'Endorsements I Submitted'. 4. Populate Grid button populates the grid based on what was selected for the radio button and what was entered in the Submission From/Submission To Dates and Submitted By. Endorsements I Submitted Centorsements I Submitted Centorsements I Submitted Detector From Me Submission From Date: Endorsement Grid Refresh Submission From Date: Endorsement Grid 								
	Assignment Endorsements Find View All 🖉 First 🚯 1 of 1 <table-cell> Last</table-cell>								
	Submitted Date Submitted By Submitter Name Department Name Endorser Endorser Name Final Detail								
	Screening Panel Endorsements Find View All 🔄 🔣 First 🕚 1 of 1 🕑 Last								
	Empl ID Name Application Date Marked Final Detail 1								

View My Assignment Endorsements, Continued

Procedures,

continued

р					Action			
	Any subi	mitted en	dorseme	nts and th	eir status	will disp	olay. Click	View
	Endorsement to open the endorsement.							
	My Assign	ments Endo	rsements					
	Sansa Stark							
	1. 'Endorsements	s I Submitted' allow	/s member to bring	up only their Endors	sements.			
	 'Endorsements Refresh button 	s I am Endorser Or I clears the grid an	n' allows endorser d defaults it back t	to bring up only thos o 'Endorsements I S	e Endorsements sı ubmitted'.	ubmitted to them.		
A. Populate Grid button populates the grid based on what was selected for the radio button and what was entered in the Submission F2-radio and Submission F2-radio a								
			-	a b).				
	Endorseme	ents I Submitted	○ Endorse	ments Requested F	From Me			
	*Submission Sta	tus: All	\sim					
	Submission Fro	m Date:	81					
	Submission To	Date:	81		Populate Grid	Refresh		
	Assignment	Endorsements				F	Find View All 🗖	First 🕚 1 of 1 🕑 Last
	Submitted Date	Submitted By	Submitter Name	Department Name	Endorser	Endorser Name	Final Detail	
	06/25/2019	9876543	Sansa Stark	BASE CLEV SPO (PS)	1234567	Jon Snow	Yes View Endor	sement
	Screening Panel Endorsements Find View All 🖉 🔣 First 🚯 1 of 1 🕑 Last							
	Empl ID	Nar	ne Applie	cation Date Ma	arked Final Def	tail		
	1							
	Comment of the pa	nts will b ge to exit	be found at and retu	at the bott at the the	com of the My Assig	e page. Y gnments	You will ne Endorseme	ed to 'X'out nts page.
	LINGUISEINE	Shi Detali						
Submitted By: 9876543 Sansa Stark Submitted Date: 06/25/2019 Mbr Comments					ents			
	Desitions Ar	aplied For	501 5110		Wat	keu Filiai: 00/2	5/2019 № Final	int () () () ()
	Job Opening ID	Position	Posting Title			Endorsement	Date Entered	Rating
	250096	00104439	DUTY			Not Reg'd	06/25/2019	Qualified
	249786	00039544	ADMIN SUPPO	RT		Not Req'd	06/25/2019	Qualified
End Firet (4) 4 of 4 (k) Last								
Type: General No Policy Requirements Comment: Sansa has my highest recommendation for Queen of the North. Her ability to handle adversity in a strong manner and her diplomatic style will be very useful.								
	L							

View Screening Panel Endorsements

Introduction This section provides the procedures for a member to view their Screening Panel Endorsements in Direct Access (DA).

Procedures See below.



View Screening Panel Endorsements, Continued

Procedures,

continued

Action						
The My Assignments Endorsement page will display. Change the Submission Status to All to view all submitted endorsements. To narrow down the search, you may include the Submission From Date and						
Submission To Date (these may also be left blank).						
My Assignments Endorsements						
Arva Stark 1. 'Endorsements I Submitted' allows member to bring up only their Endorsements. 2. 'Endorsements I am Endorser On' allows endorser to bring up only those Endorsements submitted to them. 3. Refresh button clears the grid and defaults it back to 'Endorsements I Submitted'. 4. Populate Grid button populates the grid based on what was selected for the radio button and what was entered in the Submission From/Submission To Dates and Submitted By.						
Submission To Date:						
Submitted Date Submitter Name Department Name Endorser Endorser Name Final Detail						
Screening Panel Endorsements Find View All 💷 🔜 First 🕚 1 of 1 🕭 Last						
Empl ID Name Application Date Marked Final Detail 1						

View Screening Panel Endorsements, Continued

Procedures,

continued

Step				Acti	on					
	Any submitted endorsements and their status will display. Click View									
	Endorsen	ient to o	pen the end	lorsement.						
	My Assignr	ments End	orsements							
	Arva Stark									
	1. 'Endorsements	I Submitted' all	ws member to brind	up only their Endors	sements.					
	2. 'Endorsements	I am Endorser	On' allows endorser	to bring up only those	e Endorsem	ents submitted to them.				
	 Refresh button Populate Grid I 	clears the grid a button populates	the grid based on w	o 'Endorsements i Si /hat was selected for	the radio bu	utton and what was ente	red in th	е		
	Submission From	/Submission To	Dates and Submitte	d By.						
	Endorseme	ents I Submittee	○ Endorse	ments Requested F	rom Me					
			×							
	^Submission Stat	m Data								
	Submission To I	n Date:	5 1		Populate (Grid Refresh				
	Assignment	ndorsements				Find View All	12	First 6	0 1 of 1 0	last
	Submitted Date	Submitted By	Submitter Name	Department Name	Endorser	Endorser Name	Final	Det	ail	Luor
		out in a by	oublinter Humo	Doparation: Hallo	Lindoroor					
	Screening Pa	nel Endorsen	ents	First 🕙 1 of 2 🕑	Last					
	Empl ID	Nar	Name Application Date Ma			rked Final Detail				
	1 7418529	Aŋ	a Stark 06/2	5/2019		View Endorsement				
	The My P	anel Sub	missions n	age will one	en Cl	ick Edit to v	iew	the		
	endorseme	ent for ea	ch nanel si	ubmission.						
	My Panel Su	bmissions								
	Arya Stark									
	Here is where we c	an add generic ins	ructions on how to use	this page and what it di	splays. It is co	onfigurable, so you				
	can provide us with	the text that suits	he CG as a whole.							
	Panel Source		~	Go		History				
				ξ						
	My Panel Submi	ssions			Perso	nalize Find View All 🔄) 🔢	First	🕙 1-2 of 2	🕑 Last
	Panel Type	Description				Application	Date	Marked Final	Edit	
	1 AMT-PG	Aviation Mainten	ance Tech - Enlisted			06/25/2019	9	~	Edit	-
	2 USASMA	US Army Sergea	nts Majors Academy			06/25/2019	9		Edit	-
	My Advanced Tr	aining Preferen	ces	l	Personalize	Find View All 💷 📑	First	④ 1-2	of 2 🕑 Last	t
	Panel Type	Description				Applica	tion Date	Ranking		
	1 AMT-PG	Aviation Main	tenance Tech - Enlisted	t		06/25/2	019		1	
	2 USASMA	US Army Ser	geants Majors Academ	y .		06/25/2	019		2	
	Save									

View Screening Panel Endorsements, Continued

Procedures,

continued

Step	Action
6	 Member Comments, Endorser Comments, the Endorser's Emplid, and whether the member is Recommended/Not Recommended for the panel will be displayed here. Click Return to My Panel Submissions to exit this page. Note: The panel submission may not be Marked Final if it does not require an andorrement.
	My Panel Submissions
	Arya Stark Here is where we can add generic instructions on how to use this page and what it displays. It is configurable, so you can provide us with the text that suits the CG as a whole. Board Type Code AMT-PG AD/Res Ind Active Sequence Number 14 Member Enter comments here explaining the need or desire for this the training. Comments: Let Occure
	Endorser: 1234567 Jon Snow 1st Submitted 1234567 Jon Snow Endorser: Recommend Not Recommended Mark Final Endorser Comments: Good Luck Last Upd DtTm: 06/25/19 2:17:01PM by: 1234567 Save Return to My Panel Submissions