

Pending Approvals

Pending Approvals

Approvals

Pending Approvals

Permission Groups

Pending Approvals 11

0 items selected.

Action: none

Search...

☐	ID	Name	Family	Action	Updated	Submitted by	Options
☐	50272	QA Test Group 1	DNS Groups	UPDATE	2021-Nov-29 15:04:17	test	Approve Reject
☐	50340	A New DNS Group	DNS Groups	ADD	2022-Jan-03 14:10:46	test	Approve Reject
☐	50341	somezone2.com.	DNS Zones	BACKGROUND PUSH	2022-Jan-03 14:11:23	test	Approve Reject
☐	50342	testadd2.	DNS Zones	DELETE	2022-Jan-03 14:11:35	test	Approve Reject
☐	50343	R3-Approvals Test Server	DNS Servers	DELETE	2022-Jan-03 14:11:56	test	Approve Reject
☐	50344	A New DHCP Group	DHCP Groups	ADD	2022-Jan-03 14:12:31	test	Approve Reject
☐	50345	somepool	DHCP Pools	ADD	2022-Jan-03 14:12:58	test	Approve Reject
☐	50346	Test111	DHCP Pools	DELETE	2022-Jan-03 14:13:24	test	Approve Reject
☐	50347	testpool1	DHCP Pools	BACKGROUND PUSH	2022-Jan-03 14:14:08	test	Approve Reject
☐	50348	50281 DHCP Module	DHCP Servers	UPDATE	2022-Jan-03 14:15:24	test	Approve Reject
☐	50349	Test Group	DHCP Groups	UPDATE	2022-Jan-03 14:15:50	test	Approve Reject

Displaying 1 to 11 of 11 items

Historical Approvals Data

The Approvals module stores and queues DNS or DHCP actions made by selected User Groups, and sends those actions to a Pending Changes list for administrative review. Later, an administrator (or combination of administrators) can approve or reject these stored actions.

The admin Approvals Tab contains two sub-tabs: Pending Approvals and Permission Groups, which are the primary areas to manage Approvals items.

Currently, Approvals is available only for DNS / DHCP related actions, while we gather feedback and use cases to inform possible future updates. If you are interested in providing feedback, a use case, or requests for future additions to the Approvals system, please contact feedback@6connect.com.

- Pending Approvals - Overview
- Working with Pending Approvals
 - View / Sort Pending Approvals
 - View / Sort Approval History
 - Viewing Requests Pending by Other Groups
 - Viewing details on a change request
 - Approve / Reject a single change request
 - Bulk Approve / Reject
 - Resources Awaiting Approval Module
 - View / Send Request Status Change Notifications
 - Delete Old Approval Events (Scheduler)
- Additional Information

Pending Approvals - Overview

The **Pending Approvals** sub-tab lists Pending approval requests (also referred to as change requests, approval events, or approval items) for which the current admin user has permission to "Approve" or "Reject".

The Pending Approvals list may be sorted by Name, Family, Action Type, Updated time, or by submitted user and searched by resource name.

Approvals

Pending Approvals

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0 items selected.

Action: none

Search...

☐	ID	Name	Family	Action	Updated	Submitted by	Options
☐	50272	QA Test Group 1	DNS Groups	UPDATE	2021-Nov-29 15:04:17	test	Approve Reject
☐	50340	A New DNS Group	DNS Groups	ADD	2022-Jan-03 14:10:46	test	Approve Reject
☐	50341	somezone2.com.	DNS Zones	BACKGROUND PUSH	2022-Jan-03 14:11:23	test	Approve Reject
☐	50342	testadd2.	DNS Zones	DELETE	2022-Jan-03 14:11:35	test	Approve Reject
☐	50343	R3-Approvals Test Server	DNS Servers	DELETE	2022-Jan-03 14:11:56	test	Approve Reject
☐	50344	A New DHCP Group	DHCP Groups	ADD	2022-Jan-03 14:12:31	test	Approve Reject
☐	50345	somepool	DHCP Pools	ADD	2022-Jan-03 14:12:58	test	Approve Reject
☐	50346	Test111	DHCP Pools	DELETE	2022-Jan-03 14:13:24	test	Approve Reject
☐	50347	testpool1	DHCP Pools	BACKGROUND PUSH	2022-Jan-03 14:14:08	test	Approve Reject
☐	50348	50281 DHCP Module	DHCP Servers	UPDATE	2022-Jan-03 14:15:24	test	Approve Reject
☐	50349	Test Group	DHCP Groups	UPDATE	2022-Jan-03 14:15:50	test	Approve Reject

Displaying 1 to 11 of 11 items

Historical Approvals Data

Approving and Rejecting change requests may be done individually, or in bulk by selecting multiple item checkboxes, expanding the "Actions" menu at the top of the list, and then selecting to Approve or Reject all selected items. If notifications are enabled for the Group or Action, an email will be sent notifying the request submitter of the status change.

At the bottom of the page, historical approval items for the user are shown. The user may filter their previous approval items by Executed, Approved, Rejected, or Pending by Others (for items requiring multiple Groups to approve).

Working with Pending Approvals

View / Sort Pending Approvals

The Pending Approvals list may be sorted for any column with the sort arrow icon ().

Click on the column name to toggle between ascending / descending order for that field.

Pending Approvals11

0 items selected.

Action: none

Search...

☐	ID	IT Name	IT Family	IT Action	IT Updated	IT Submitted by	Options
☐	50272	QA Test Group 1	DNS Groups	UPDATE	2021-Nov-29 15:04:17	test	ApproveReject
☐	50340	A New DNS Group	DNS Groups	ADD	2022-Jan-03 14:10:46	test	ApproveReject
☐	50341	somezone2.com.	DNS Zones	BACKGROUND PUSH	2022-Jan-03 14:11:23	test	ApproveReject
☐	50342	testadd2.	DNS Zones	DELETE	2022-Jan-03 14:11:35	test	ApproveReject
☐	50343	R3-Approvals Test Server	DNS Servers	DELETE	2022-Jan-03 14:11:56	test	ApproveReject

Filter the Pending Approvals list to only view a certain Family/Action type by selecting an option from the "Action" dropdown.

Pending Approvals11

0 items selected.

Action:

none

DNS Server Add

DNS Server Update

DNS Server Delete

DNS Server Push

DNS Record Add

DNS Record Delete

DNS Record Update

DNS Zone Add

DNS Zone Update

DNS Zone Delete

DNS Zone Push

DNS Group Push

DNS Group Delete

DNS Group Update

DNS Group Add

DHCP Pool Add

DHCP Pool Update

DHCP Pool Delete

DHCP Pool Push

DHCP Server Add

DHCP Server Update

<

Search the list for a specific item name by typing all or part of the name in the search box, then clicking the search icon.

Pending Approvals1

0 items selected.

Action: none

somepool

☐	ID	Name	Family	Action	Updated	Submitted by	Options
☐	50345	somepool	DHCP Pools	ADD	2022-Jan-03 14:12:58	test	ApproveReject

Displaying 1 to 1 of 1 items

View / Sort Approval History

Previous Approval events applicable to the current admin user are displayed under the Approvals Historical Data section, until they are deleted or removed by an archive process, such as the "Approvals - Delete events older than 1 month" scheduler task process.

Similar to the Pending Approvals list, it may be sorted ascending / descending by field, filtered by status, filtered by action, or searched by name.

Click on the column name to toggle between ascending / descending order for that field.

Historical Approvals Data					
Status: All executed Filter by Action: none Search...					
ID	🔗 Name	🔗 Family	🔗 Action	🔗 Updated	🔗 Submitted by
26971	ApprovalsTestAddServer	DHCP Servers	add	2021-Nov-16 14:42:15	test
26974	ApprovalPoolAdd	DHCP Pools	add	2021-Nov-16 14:41:18	test

Filter the History to only view a certain status by selecting an option from the "Status" dropdown. The available options include:

- **All Executed** - Shows historical approval events that were approved and executed.
- **Approved** - Approval change requests approved by you, the currently logged in user.
- **Rejected** - Approval change requests rejected by you, the currently logged in user.
- **Pending by others** - Approval change requests that you have already responded to with an approval or rejection, but that are awaiting responses from one or more other groups.

Historical Approvals Data					
Status: All executed Filter by Action: none Search...					
ID	🔗 Name	🔗 Family	🔗 Action	🔗 Updated	🔗 Submitted by
26971	ApprovalsTestAddServer	DHCP Servers	add	2021-Nov-16 14:42:15	test
26974	ApprovalPoolAdd	DHCP Pools	add	2021-Nov-16 14:41:18	test
26973	gadgettest37	DHCP Servers	delete	2021-Nov-08 16:39:51	test

Filter the History to only view a certain Family/Action type by selecting an option from the "Filter by Action" dropdown.

Historical Approvals Data					
Status: All executed Filter by Action: none Search...					
ID	🔗 Name	🔗 Family	🔗 Action	🔗 Updated	🔗 Submitted by
26971	ApprovalsTestAddServer	DHCP Servers	add	2021-Nov-16 14:42:15	test
26974	ApprovalPoolAdd	DHCP Pools	add	2021-Nov-16 14:41:18	test
26973	gadgettest37	DHCP Servers	delete	2021-Nov-08 16:39:51	test

Search the list for a specific item name by typing all or part of the name in the search box, then clicking the search icon.

Historical Approvals Data					
Status: All executed Filter by Action: none zonetest ← × 🔍					
ID	🔗 Name	🔗 Family	🔗 Action	🔗 Updated	🔗 Submitted by
4139	zonetest.com.	DNS Zones	backgroundPush	2021-Oct-08 12:48:23	test

Viewing Requests Pending by Other Groups

Approval requests that you have approved/rejected, but which are still awaiting a response from another group, may be viewed under Historical Approvals Data by setting the "status" filter to view "Pending by Others".

Historical Approvals Data					
Status		Filter by Action:		Search...	
All executed Approved Rejected Pending by others		none			
ID	Name	Family	Action	Updated	Submitted by
14629	test6.	DNS Zones	delete	2019-Feb-12 14:49:47	limited

Viewing details on a change request

To view details on any Approvals change request, click the name for the desired item. An information box will appear with details on the change, including status, id, creation date, family, field values, and the API Call in JSON format.

Example Group
ID: 14929
Created: 2019-02-20 16:27:38

Status: pending

Submitted by:

limited (To QA Limited Resource Perms)

Class:

dnsview

Method:

update

Details

Call

zone_host

ns.com.

zone_mail

hostmaster.com.

zone_refresh

172800

zone_retry

900

Approve

Reject

Close

The change may be approved or rejected directly from the detail information box, or you may click "Close" to exit.

Approve / Reject a single change request

To Approve or Reject any single change request, click either the "Approve" or "Reject" button for the pending item.

Pending Approvals 1						
			Filter by Action:		Search...	
			DNS Group Add			
☐	ID	Name	Family	Action	Updated	Submitted by
☐	14630	A New DNS Group	DNS Groups	ADD	2019-Feb-12 14:50:27	limited
						Options
						Approve Reject

Approving or Rejecting a request may be done from the Pending Approvals list, the detail view for the item, or from the "Resources awaiting approval" module for the relevant area.

DNS Groups List Add Group

DNS Groups help you to organize all of your Zones and Servers together into a single place. With Groups, you are able to push whole group configurations.

Resources Awaiting Approval

Approval Action	Name	Resource Data	Approval Info	Actions
Add	A New DNS Group	Details Resource of type dnsview)	Submitter : limited	Approve Reject
Update	Example Group	Details Resource of type dnsview)	Submitter : limited	Approve Reject

× Default Group

DNS Zones

Add Zone
Push Group
Schedule Push
Export Zones
Perms

Resources Awaiting Approval

Bulk Approve / Reject

Bulk Approve or Reject actions may only be done from the [Approvals](#) tab **Pending Approvals** list.

Select the checkboxes for the items that you want to bulk approve or deny, then click the "Actions" menu at the top of the list. From there, select either "Approve All" or "Reject All" to apply the response to the selected approval requests.

Approvals
Pending Approvals
Permission Groups

Pending Approvals 11

2 items selected.

Actions

Approve all
Reject all

Action: none
Search...

☒	ID	Name	Family	Action	Updated	Submitted by	Options
☐	50272	QA Test Group 1	DNS Groups	UPDATE	2021-Nov-29 15:04:17	test	Approve Reject
☒	50340	A New DNS Group	DNS Groups	ADD	2022-Jan-03 14:10:46	test	Approve Reject
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☐	50344	A New DHCP Group	DHCP Groups	ADD	2022-Jan-03 14:12:31	test	Approve Reject
☐	50345	somepool	DHCP Pools	ADD	2022-Jan-03 14:12:58	test	Approve Reject
☐	50346	Test111	DHCP Pools	DELETE	2022-Jan-03 14:13:24	test	Approve Reject
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☐	50348	50281 DHCP Module	DHCP Servers	UPDATE	2022-Jan-03 14:15:24	test	Approve Reject
☐	50349	Test Group	DHCP Groups	UPDATE	2022-Jan-03 14:15:50	test	Approve Reject

Displaying 1 to 11 of 11 items

If you wish to select all items in the Pending Approvals list for the same response type, click the "select all" checkbox to the left of the "ID" column name. All of your pending items will be selected, and you may choose to "Approve All" or "Reject All" from the top of the page.

Resources Awaiting Approval Module

A **Resources Awaiting Approval** module will display in the relevant DNS / DHCP areas, if a change has been submitted on that page either by the current user, or that the current user may Approve/Deny.

Users who submitted the request will be able to view the request details, but will be unable to take any actions on the request.

DashboardResourcesDNSDHCPIPAMPeeringReportingSettingsHelp

Search...

Avatar

DNSv3DNS GroupsDNS ServersDNS ZonesDNS Records

Zone ListAdd Zone

Resources Awaiting Approval

Approval Action	Name	Resource Data	Approval Info	Actions
Add	approvezone.com.	Details ns2.dns.domain.com. hostmaster1.domain.com. (2022011800 14400 3600 3600 3600)	Submitter : user1	Approve Reject
Delete	QA.test.com.	Details ns.example.com. host.example.com. (2022010401 172801 901 1800 86401)	Submitter : user1	Approve Reject
Delete	QA.test.com.	Details ns.example.com. host.example.com. (2022010401 172801 901 1800 86401)	Submitter : user1	Approve Reject

Admin users with Approve/Reject Ability will see Approve/Reject buttons available to immediately respond to the request.

DNS Groups ListAdd Group

DNS Groups help you to organize all of your Zones and Servers together into a single place. With Groups, you are able to push whole group configurations.

Resources Awaiting Approval

Approval Action	Name	Resource Data	Approval Info	Actions
Add	A New DNS Group	Details Resource of type dnsview)	Submitter : limited	Approve Reject
Update	Example Group	Details Resource of type dnsview)	Submitter : limited	Approve Reject

Default Group

DNS ZonesAdd ZonePush GroupSchedule PushExport ZonesPerms

Resources Awaiting Approval

Details for the change may be viewed by clicking the "Details" button in the module.

Resource details		✕
zone_host	ns.com.	
zone_mail	hostmaster.com.	
zone_refresh	172800	
zone_retry	900	
zone_expire	1209600	
zone_minimum	86400	
zone_ttl	900	
ns_list	["ns1.com."]	
push_policy	group	
advanced_freelins	{}	
disable_ms_handling	0	
enable_dnssec	0	
		Close

[View / Send Request Status Change Notifications](#)

Email notifications of changes in status are an optional feature that may be set up by Approval Permission Group for the desired action types.

The emails provide the current status, approval ID, links to the log event and change request details, and details on the user, time, and date.

Approval Request Status Change

LOG #106961 / Approval ID - #14630

A status change has occurred for which you are subscribed to receive notifications:

Request:
DNS Group Add on [TLR](#)

Status:

Pending by user limited (*QA Limited Resource Perms*) on 2019-02-12 12:50:27

This notification has been sent to all members of the group "Global Admins". To disable notifications for this group, [click here](#).

In order to send email notifications to affected groups of a change in the status of an Approval event:

1. Notifications must be enabled for the Group, for the family-action type of the requested change
2. A scheduler task ("Approvals - Process Subscription") must be created and running to process the notification and send the email

Enabling notifications for approval events is done in the **Permission Groups** subtab of Approvals, see the Working with [Permission Groups](#) page for additional information on setting up notifications.

The "Approvals - Process Subscription" task processes approval request events and handles the sending of notification emails to subscribed Approvals Groups. If Approvals are in use with notifications, it is recommended to create this task with a run time of "every 5 minutes" and no end date. For details on setting up this task, see documentation for the [Scheduler Tab](#).

Delete Old Approval Events (Scheduler)

Old Approval events may be purged from the system by enabling and running the scheduler event "Approvals - Delete events older than 1 month". This task deletes any Approvals history events older than 30 days, and It is recommended to run this task monthly to clear out obsolete approvals items and reduce approvals page load time.

For information on setting up scheduler events, see documentation for the [Scheduler Tab](#).

Additional Information

See the following areas for more information on Approvals and using Approvals with DNS:

- [DNS Tab](#)
- [Approvals](#)
- [Permission Groups](#)
- [Scheduler Tab](#)