Pending Approvals

Pending Approvals

0	items sel	ected.			Action: none Search			
	ID	↓† Name	↓† Family	↓↑ Action	↓î 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	BACKGROUNDPUSH	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	BACKGROUNDPUSH	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 1	1 of 11 items			

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

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- 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.

0	items sel	ected.			Action: none	• Search	Q
)	ID	↓† Name	↓† Family	↓† Action	↓î Updated	↓† Submitted by	Options
)	50272	QA Test Group 1	DNS Groups	UPDATE	2021-Nov-29 15:04:17	test	Approve Reject
כ	50340	A New DNS Group	DNS Groups	ADD	2022-Jan-03 14:10:46	test	Approve Reject
)	50341	somezone2.com.	DNS Zones	BACKGROUNDPUSH	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
כ	50346	Test111	DHCP Pools	DELETE	2022-Jan-03 14:13:24	test	Approve Reject
כ	50347	testpool1	DHCP Pools	BACKGROUNDPUSH	2022-Jan-03 14:14:08	test	Approve Reject
כ	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 1	1 of 11 items		

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 Approvals (1)										
0 items sel	lected.			Action: none	Search	Q				
DID	↓† 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	BACKGROUNDPUSH	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				

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

Pending A	pprovals (11)						
0 items s	elected.			Action	✓ none DNS Server Add		Q
DID	↓† Name	↓† Family	↓† Action	↓† Updated	DNS Server Update DNS Server Delete	Options	
50272	QA Test Group 1	DNS Groups	UPDATE	2021-Nov-2	DNS Server Push DNS Record Add	Approve	Reject
50340	A New DNS Group	DNS Groups	ADD	2022-Jan-03	DNS Record Delete	Approve	Reject
50341	somezone2.com.	DNS Zones	PUSH	2022-Jan-03	DNS Record Update DNS Zone Add	Approve	Reject
50342	testadd2.	DNS Zones	DELETE	2022-Jan-03	DNS Zone Update	Approve	Reject
50343	R3-Approvals Test Server	DNS Servers	DELETE	2022-Jan-03	DNS Zone Delete	Approve	Reject
50344	A New DHCP Group	DHCP Groups	ADD	2022-Jan-03	DNS Group Push	Approve	Reject
50345	somepool	DHCP Pools	ADD	2022-Jan-03	DNS Group Delete	Approve	Reject
50346	Test111	DHCP Pools	DELETE	2022-Jan-03	DNS Group Add	Approve	Reject
50347	testpool1	DHCP Pools	PUSH	2022-Jan-01	DHCP Pool Add	Approve	Reject
50348	50281 DHCP Module	DHCP Servers	UPDATE	2022-Jan-01	DHCP Pool Update DHCP Pool Delete	Approve	Reject
50349	Test Group	DHCP Groups	UPDATE	2022-Jan-0:	DHCP Pool Push DHCP Server Add	Approve	Reject
					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.

	ms selecte	ed.			Action:	none	somepool
	ID	↓† Name	↓† Family	↓† Action	↓† Updated	↓† Submitted by	Options
5	50345	somepool	DHCP Pools	ADD	2022-Jan-03 14:12:58	test	Approve Reject
					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 Actio	none -	Search	Q				
ID	1 Name	lî Family	11 Action	11 Updated	11 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.

Historica	Historical Approvals Data											
		Status: All executed	Filter by Act	ion: none	▼ Search	Q						
ID	↓† Name	↓† Family	It Action	It 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	n: none	Search	Q					
ID	↓† Name	↓† Family	11 Action	↓† Updated	1 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.

Historic	al Approvals Data					~
		Status: All	l executed •	Filter by Action: none	▼ zonetest ◀	×Q
ID	↓† Name	↓† Family	It Action	11 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		All executed Approved						
		Rejected Status Pending by others	Filter by Action:	none	\$	Search	٩	
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	

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.

Pei	Pending Approvals 1										
					Filter by Action:	DNS Group Add	Search	Q			
0	ID	↓î Name	↓† Family	↓† Action	↓† Updated	↓↑ Submitted by	Options				
	14630	A New DNS Group	DNS Groups	ADD	2019-Feb-12 14:50:	27 limited	Approve	ect			

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.

ONS Group	S List Add Group			
DNS Groups help you	to organize all of your Zone	s and Servers together into a single place. With (Groups, you are able to push whole grou	ip configurations.
Resources Awaiting	J 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
X Default Group				~
DNS Zones	Add Zone Push Group	Schedule Push Export Zones Perms		
Resources Awaiti	ng 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.

App	provals	Pending Approvals	Permission Groups				
Pen	ding Ap	provals 11					
2	items sel	ected. Actions -			Action: none	▼ Search	Q
V	ID	Approve all Approve all	↓† Family	11 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	BACKGROUNDPUSH	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
0	50346	Test111	DHCP Pools	DELETE	2022-Jan-03 14:13:24	test	Approve Reject
	50347	testpool1	DHCP Pools	BACKGROUNDPUSH	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 1	1 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.

Basilboard	Resources - DNS -	DHCP - IPAM - Peering - Reporting - Settings - Help -		Search C
DNSv3	DNS Groups DNS	Servers DNS Zones DNS Records		
one Lis Resources Av	St Add Zone waiting Approval			
Approval	Namo	Pasauraa Data	Approval Info	Actions
Approval Action	Name	Resource Data	Approval Info	Actions
Approval Action Add	Name approveezone.com.	Resource Data Details ns2.dns.domain.com. hostmaster1.domain.com. (2022011800 14400 3600 3600 3600)	Approval Info Submitter : user1	Actions Approve Reject
Approval Action Add Delete	Name approveezone.com. QA.test.com.	Resource Data Details ns2.dns.domain.com. hostmaster1.domain.com. (2022011800 14400 3600 3600 3600) Details ns.example.com. host.example.com. (2022010401 172801 901 1800 86401)	Approval Info Submitter : user1 Submitter : user1	Actions Approve Reject Approve Reject

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

ONS Group	S List Add Group			
DNS Groups help you	to organize all of your Zone	s and Servers together into a single place. With 0	Groups, you are able to push whole groups	oup configurations.
Resources Awaiting				
nesources Awarting	Appioval			*
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 Awaiti	ing 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	o
zone_expire	1209600	
zone_minimum	86400	
zone_ttl	900	
ns_list	["ns1.com."]	
push_policy	group	
advanced_freelines	0	C
disable_ms_handling	0	c
enable_dnssec	0	
		- 1
	С	lose

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