Trigger a Workflow When a Custom Attribute Date Is Reached in GAT Flow

On-boarding, Off-boarding & Modifying · https://gatlabs.com/knowledge/tech-tips/custom-attribute-date-workflow-gat-flow/

GAT Flow allows an Event workflow to be triggered when a custom attribute date is reached.

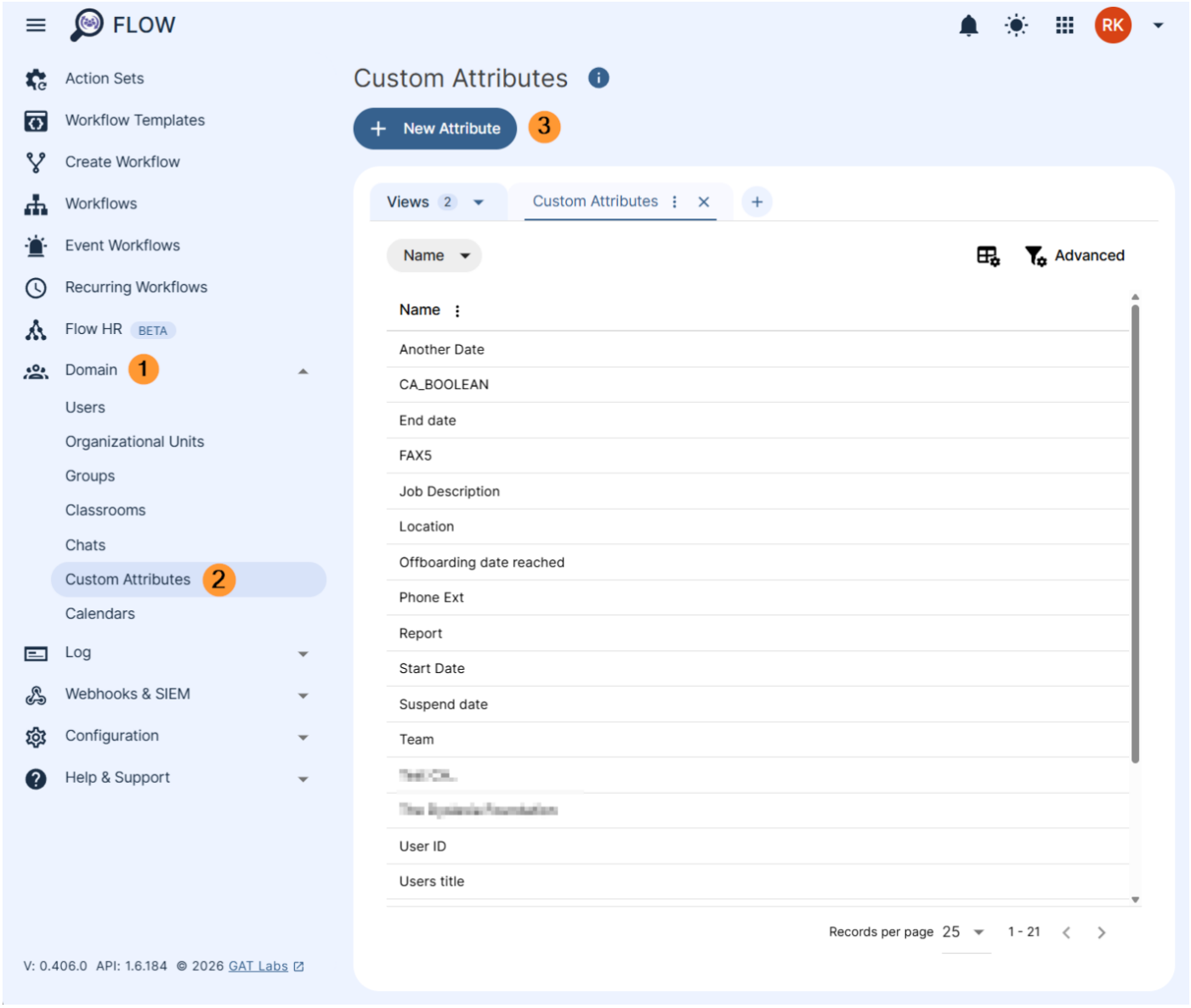
This automated workflow now enables the domain admins to set up a workflow triggered when a selected date in a custom attribute is reached.

The Admins can use any Custom attribute with a "date format" as a trigger for an Event workflow.

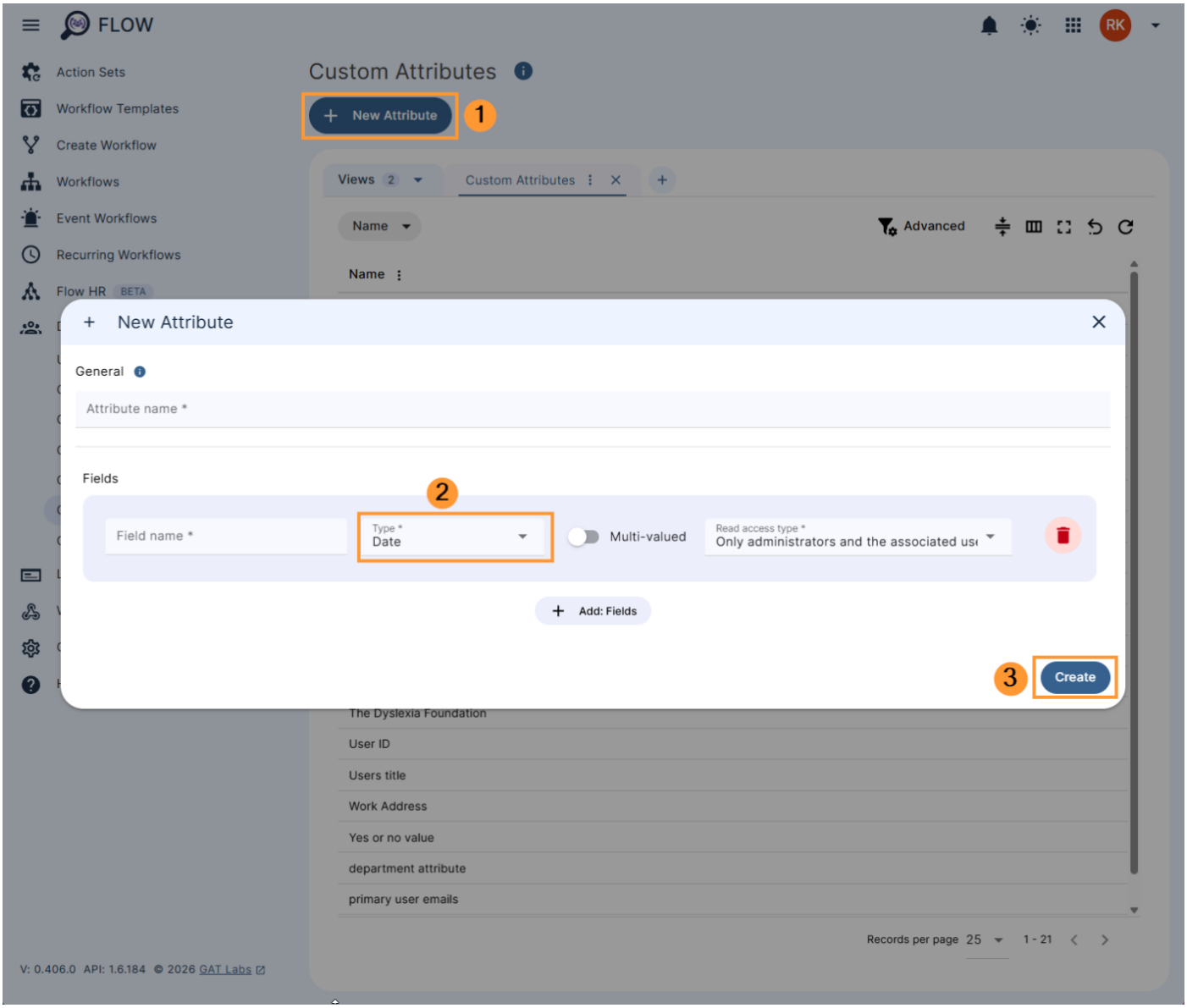
This can be easily set up in **Flow > Event workflow**

Custom Attribute Date Workflow GAT Flow

As a prerequisite, you must have a custom attribute in a Date format value and non-multi-valued.

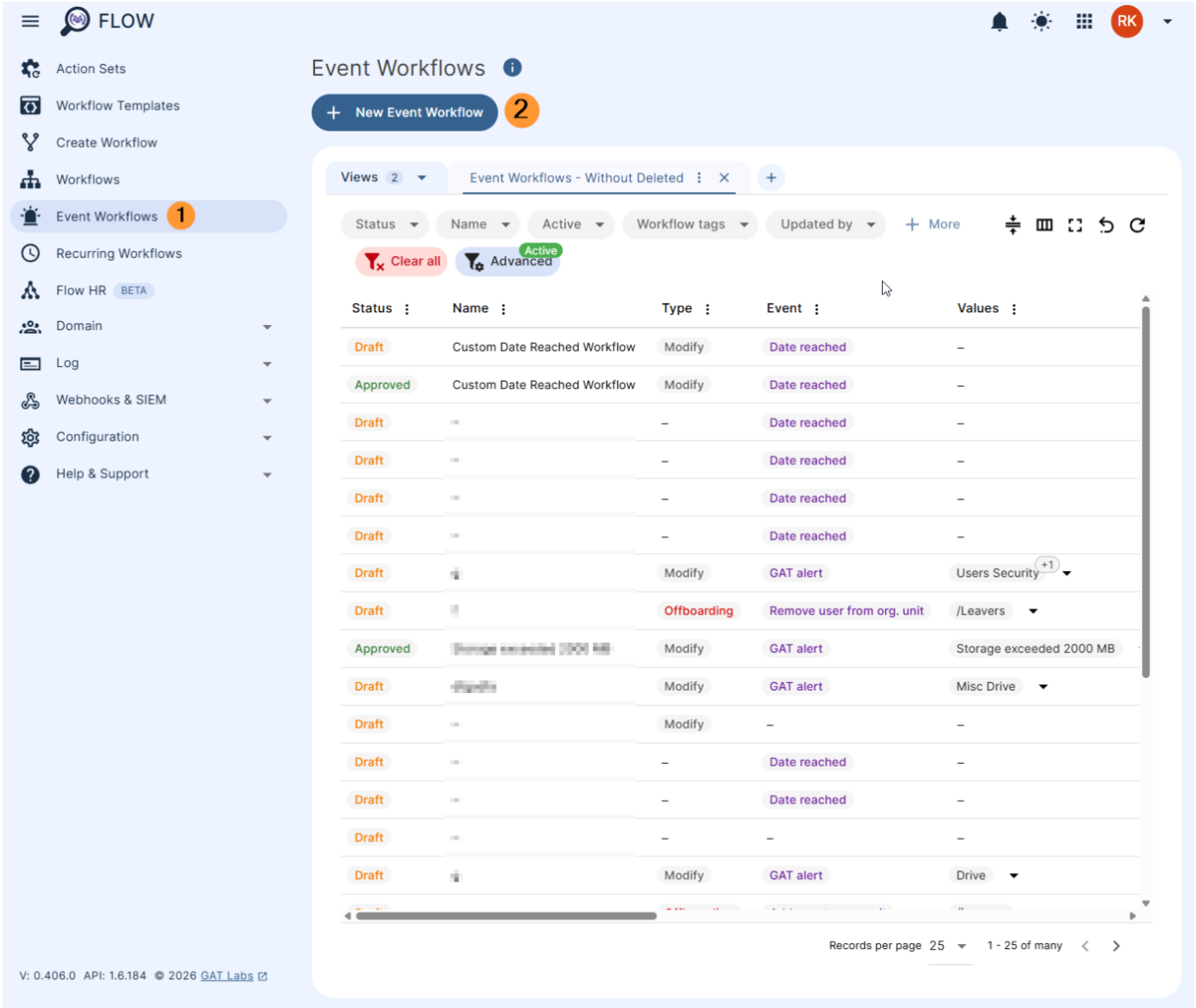


This can be easily checked or created in **Flow > Domain > Custom attributes > + New Attribute**



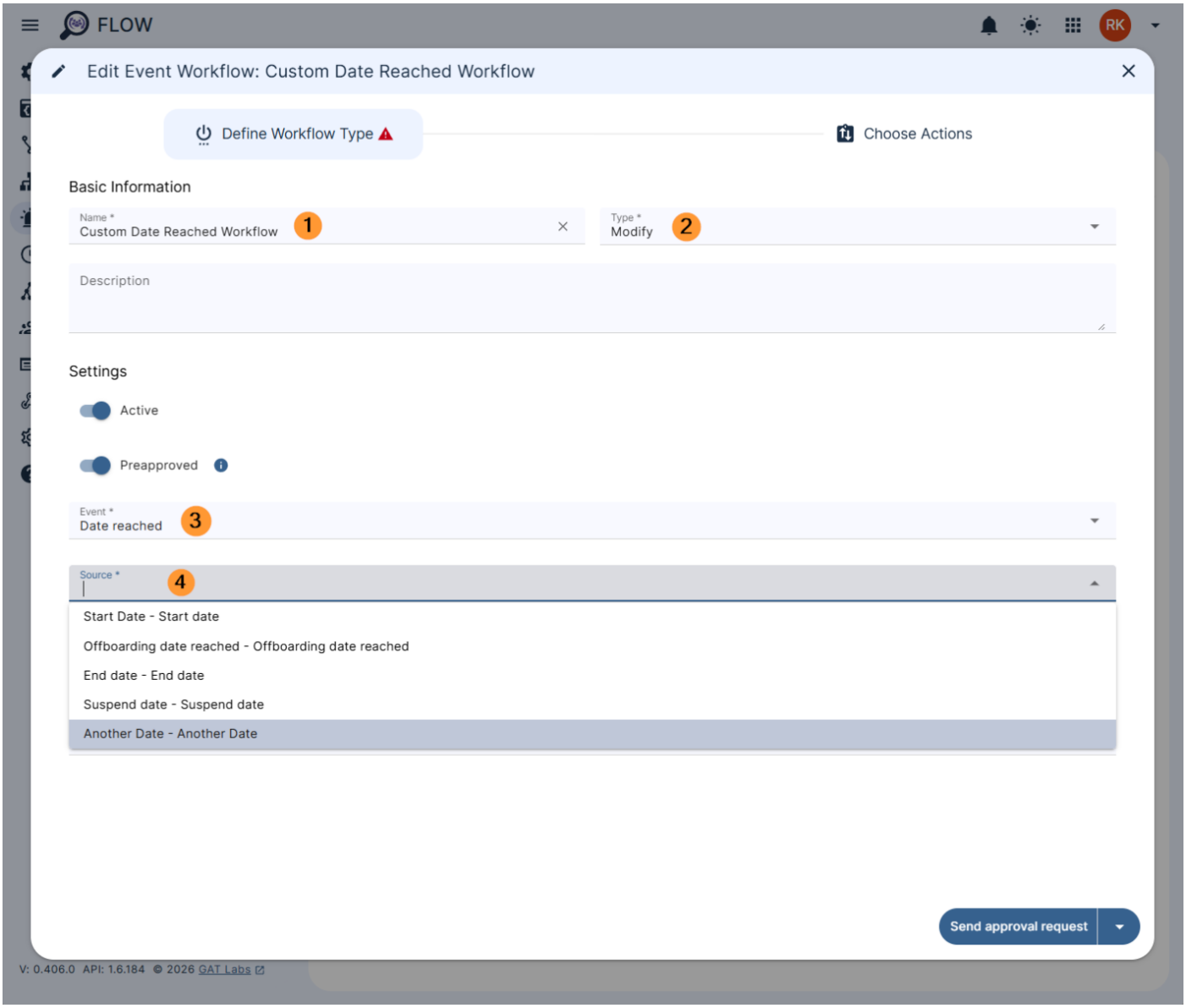
Create Event workflow

Navigate to **Flow > Event Workflows > + New Event Workflow**

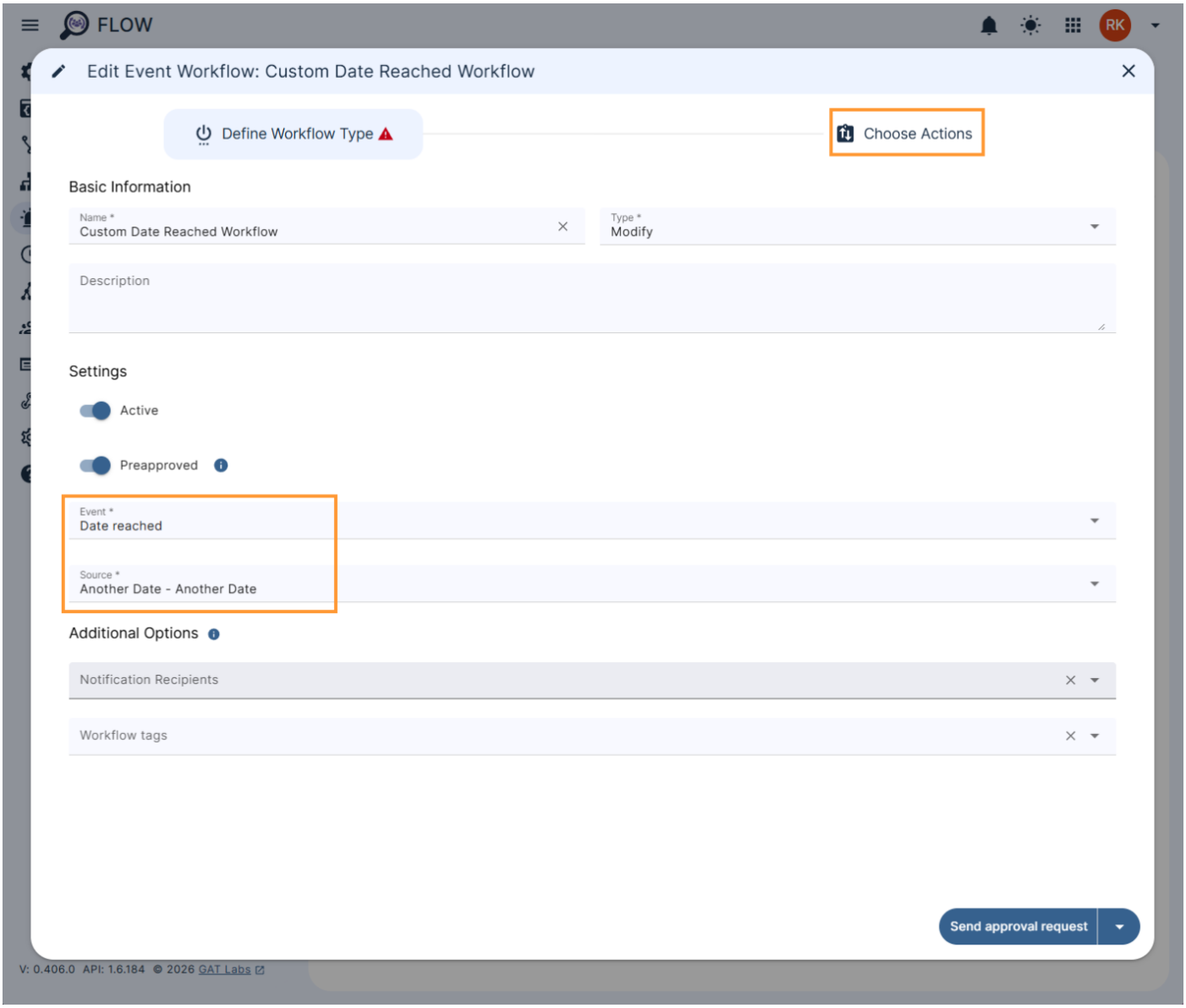


In the creation of the workflow, select **Event > Date Reached**

- **Name** - Enter the name for the workflow.
- **Type** - Select Modify.
- **Event** - Select the event for the trigger - 'Date Reached'.
- **Source** - Select the custom attribute with the date that will trigger the workflow.
  - If the date specified in this user's custom attribute is reached, the workflow will be triggered.



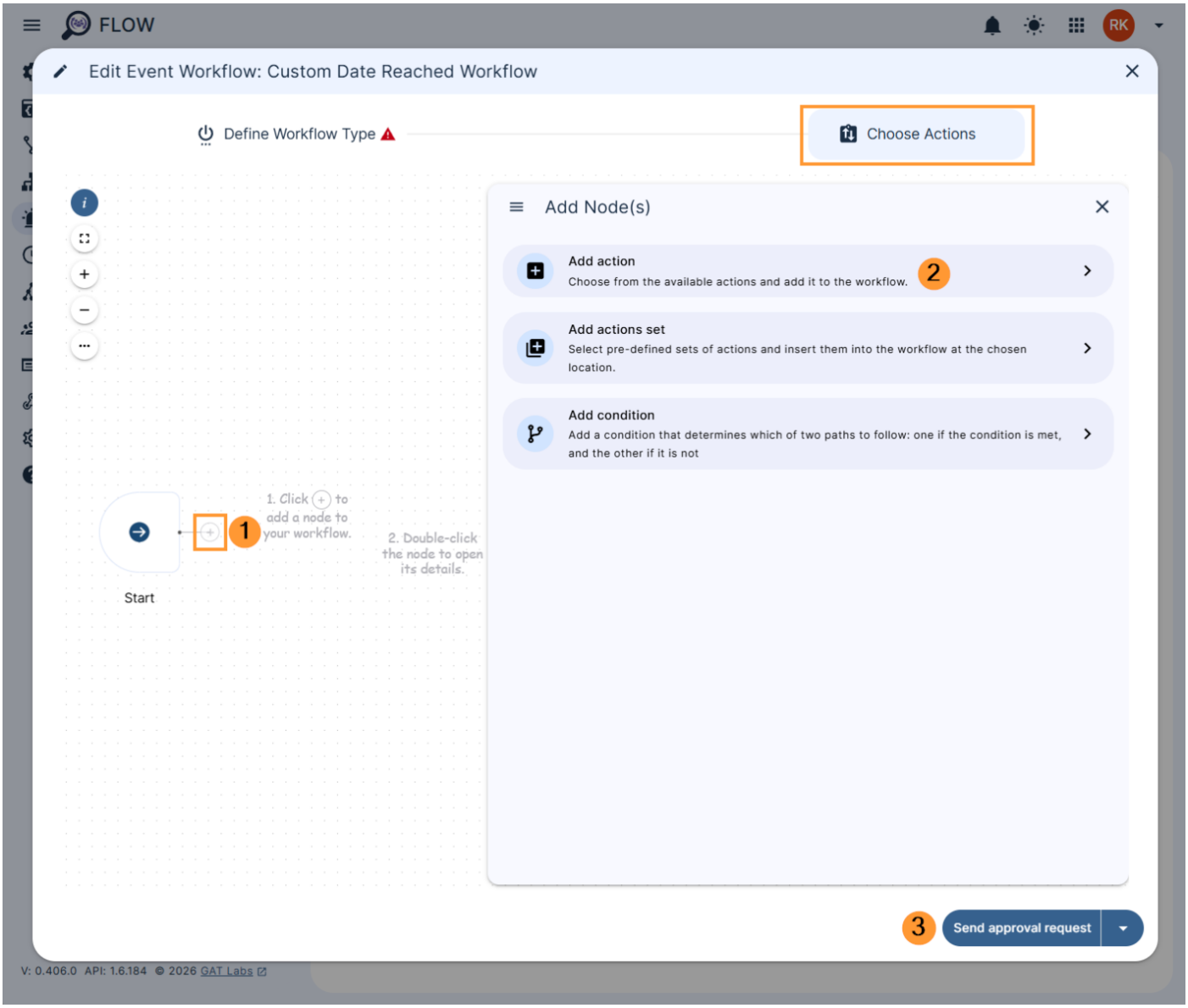
- **Notification Recipients** - (optional) To notify a user when the workflow completes.
- **Workflow tags** - (optional) - Select users and groups will be notified when the workflow ends.
- **Active** - Activate the workflow.
- **Preapproved** - If Preapproved is enabled, every workflow that is triggered by an event will run automatically approved. If disabled, each time the workflow is triggered, it will need separate approval.
- **Choose Actions** - Click to proceed and select actions.



Choose an action

In the Choose Actions section, click the plus symbol beside the 'Start' node and click 'Add action' to select any action you want to take for the users whose custom attribute is reached.

Select any action you need.

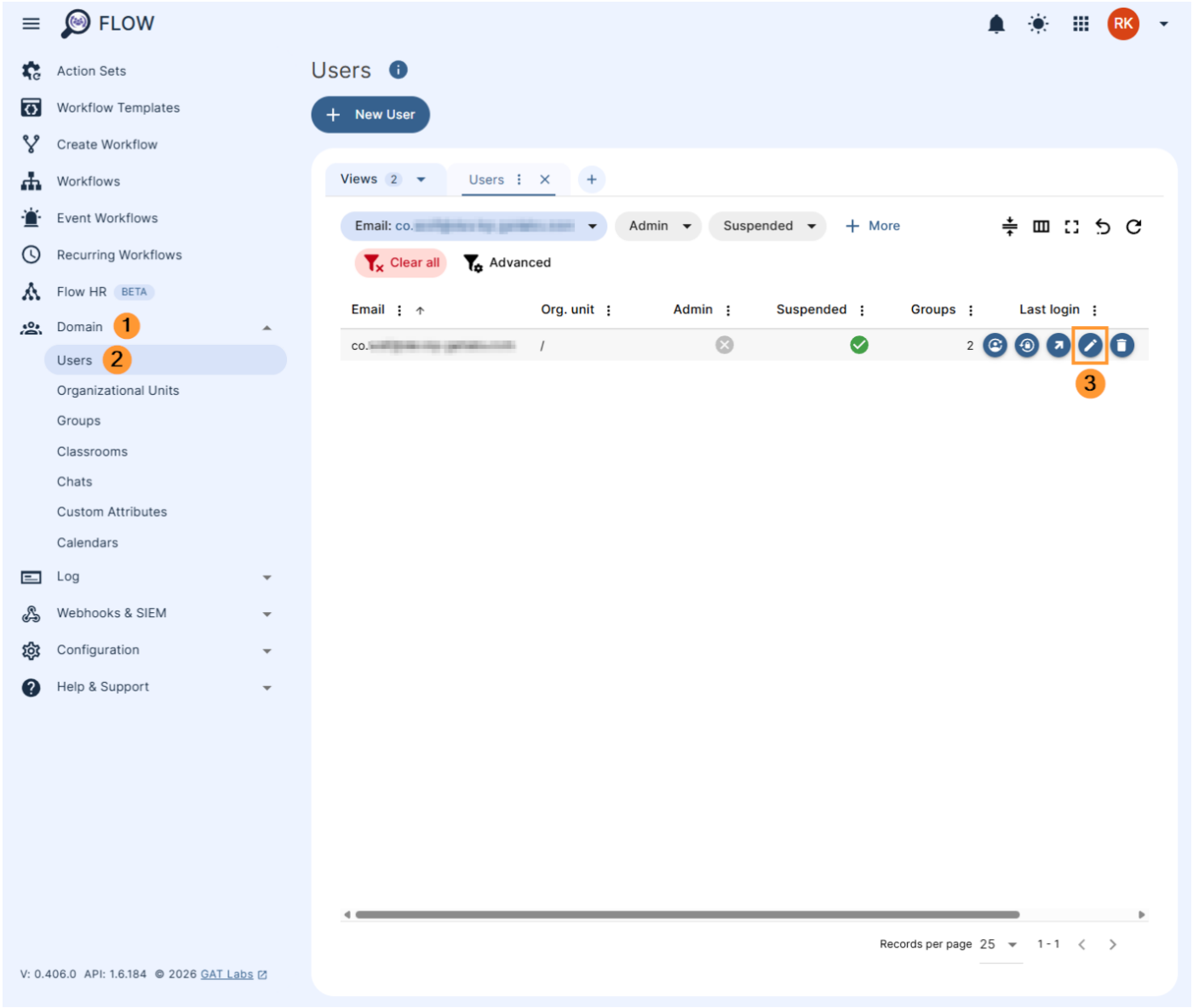


When ready, click on **Send approval request**

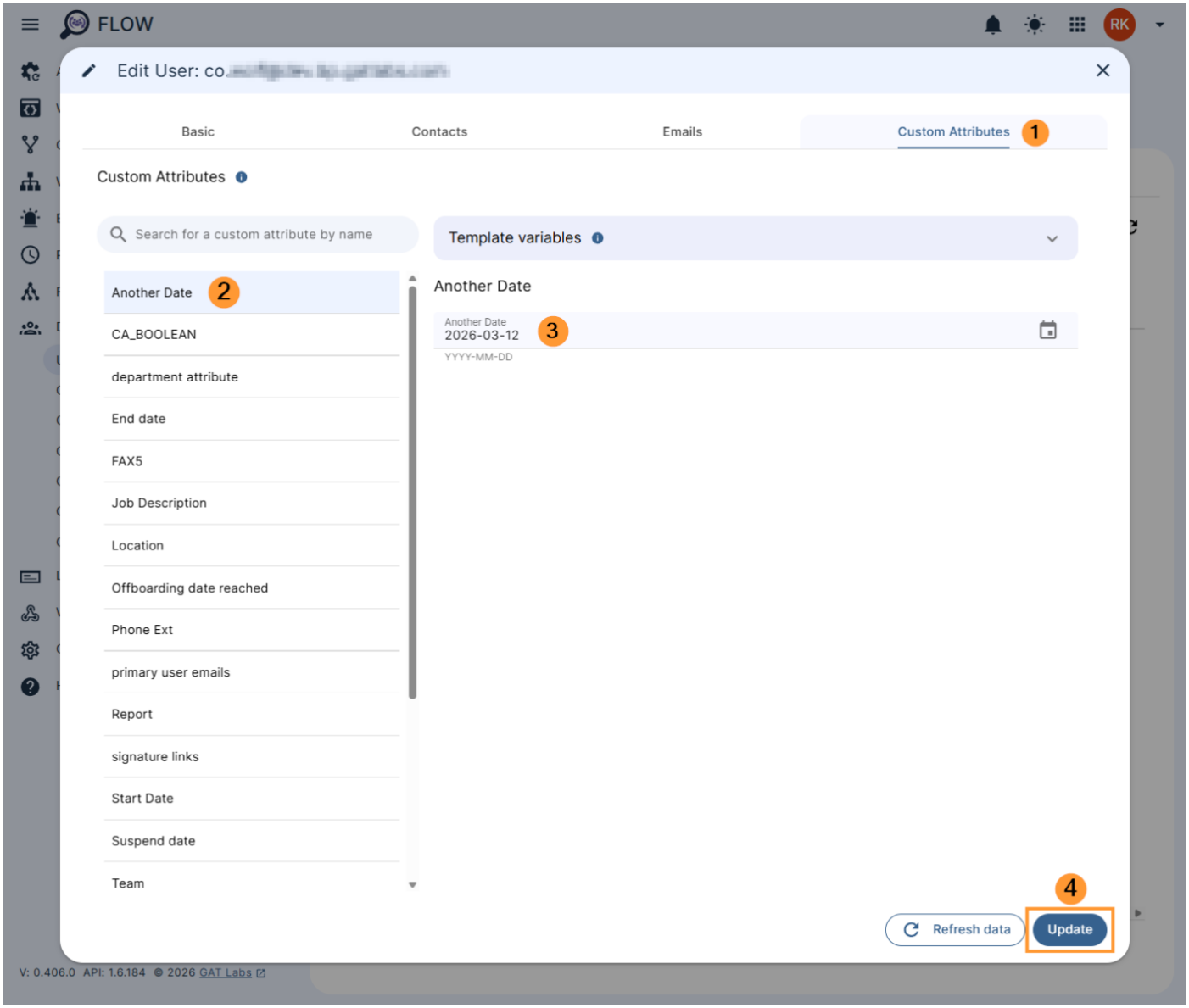
Result

When the workflow is approved, and the custom attribute date is reached, the workflow will be executed.

The actions selected will be run when the date in the custom attribute is reached.

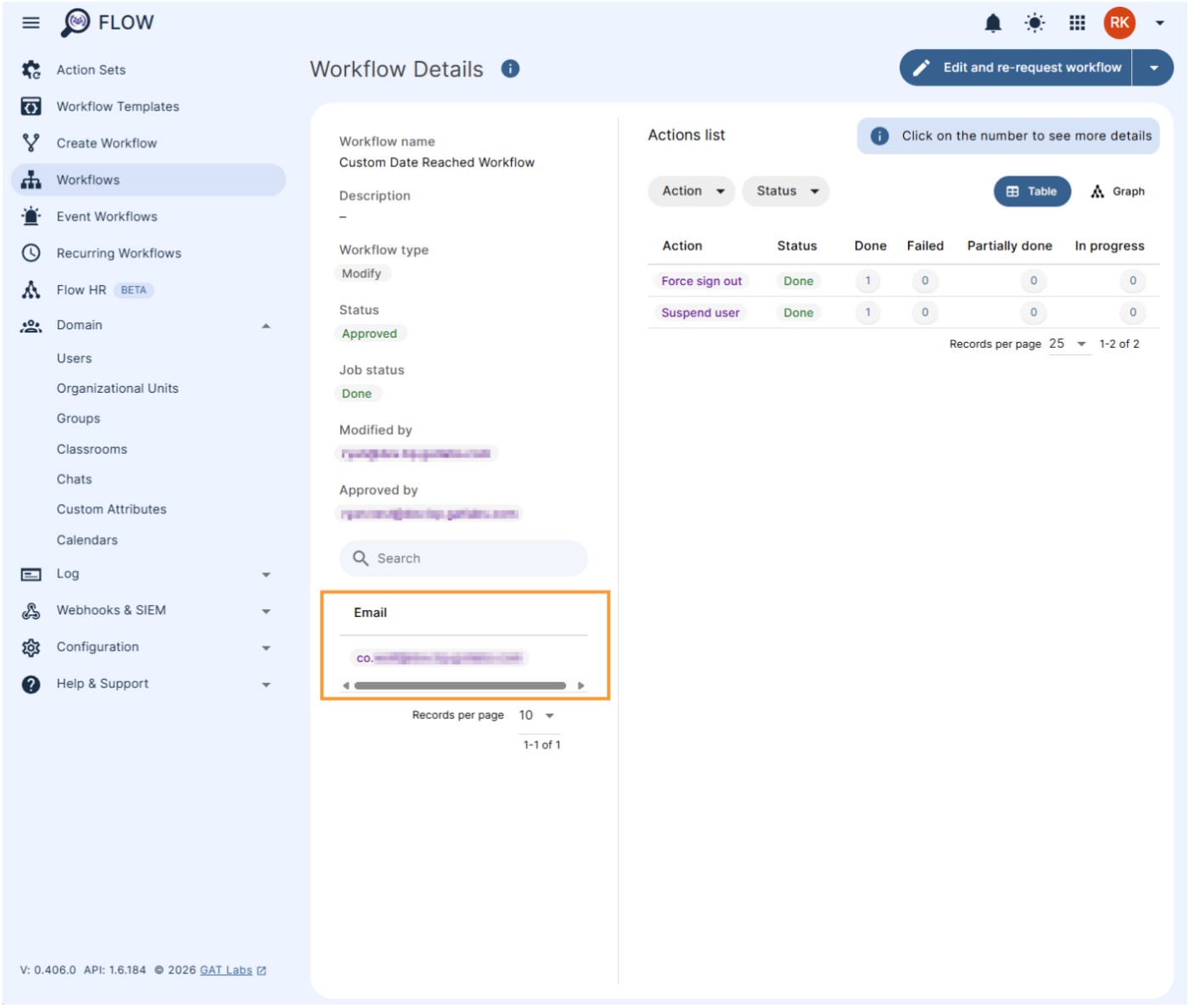


For example, if the user's custom attribute date has been updated, the workflow will be triggered.



The workflow will be executed, and the actions will take effect.

The affected users will be the ones whose date in the custom attribute has reached.



Conclusion

The date in the custom attribute can be used to take automated actions for every user whose date in the custom attribute has reached.

The ideal solution for automated action execution for any user.