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View the status of submitted actions

Once custodians submit their actions on the portal, the actions are sent for execution to the DLP Response Rules Execution Service, in case of DLP Incident Remediation workflows, or to the Data Insight Management Server in case of Entitlement Review and Ownership Confirmation workflows.

To monitor the progress of the workflow, do the following:

1. On the Data Insight Management Console, click **Settings > Workflows**.
2. On the Workflow list page, click the workflow, or click the **Select Action** drop-down corresponding to a workflow and click View
3. The status for each path can be as follows:
 - **Pending** - Indicates that the custodian has not taken any action on the assigned paths.
 - **Success** - Indicates that the custodian has submitted an action from the Self-Service Portal and the action has been registered with the Data Insight Management Server.
In case of a DLP Incident Remediation workflow, the status "**Success**" indicates that Data Insight has sent the response rule request for execution to the DLP Response Rule Execution Service. You must ensure that the Response Rule Execution Service is enabled in DLP.
In case of a Records Classification workflow, if a file is marked as record by the custodian, and if automatic action is configured, Data Insight submits the response for action to Enterprise Vault. Once Enterprise Vault archives the file and applies the post-processing actions on the file, Data Insight displays the response from Enterprise Vault on the Management Console. In this case, "**Success**" indicates that the archive request is completed by Symantec Enterprise Vault™.
 - **Executing Action** - In case of a Records Classification workflow, this status indicates that a file is marked as record by the custodian, and the archive request is being processed by Symantec Enterprise Vault™.
 - **Failed** - Indicates that the action submitted by the portal user on the Self-Service Portal failed for some reason.
 - **Expired** - Indicates that the due date for completing the workflow has expired and the Portal users will not be able to take any action on the paths in that particular window.