Preapproval Configuration - Start here

Last Modified on 07/28/2026 4:35 pm CDT

Tool Search: Preapproval Configuration

A Preapproval Configuration is a set of rules that trigger the Activity Registration preapproval process when activities are created. Rules, approvers, and forms that must be completed by the activity owner are created in Preapproval Configuration.

Getting started

- Activity Proposal Process and Workflow

How-to guides

- Add New Configuration
- Edit a Configuration
- Deactivate a Configuration
- Delete a Configuration

Tutorials

- Preapproval Configuration Video

Reference

- Configuration Field Descriptions

User Workflows

Once the Preapproval Configuration is created, district staff can create activity proposals for review and processing.

- Creating an activity | Video
- Preapproval Requests
- Process Activity Proposals | Video