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Decision Tracker Guidance for CVB

Last Modified:

Decision Tracker (DT) is an internal web application used by staff of the Center for Veterinary Biologics (CVB) for knowledge management within the agency.

Guidance materials for internal users are posted below.

User Guides

Title	Doc ID	Publication Date
Decision Tracker General User Guide for Center for Veterinary Biologics (2.32 MB)	1	3/8/2023
Decision Tracker Business Administrator User Guide (1.56 MB)	2	3/8/2023
Decision Tracker Roles and Privileges (205.54 KB)	3	12/15/2023

Training Videos

The videos demonstrate how to use Decision Tracker for different tasks. They can be used individually or in conjunction with the User Guides.

Title	Description
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[Decision Tracker](#)

[Demonstration Video](#)

[How to Create a New
Item for a New Proposal](#)

[How to Move an Item
Forward](#)

[How to Initiate a Child
Workflow](#)

[How to Initiate the
Internal Program
Review](#)

[How to Perform an
Internal Program
Review](#)

This video introduces the application and highlights some of the features.

This video explains how to create an item in the application.

This video explains how to move an item forward for further action by another user in the application.

This video explains how to send an item to another user for input while maintaining control of the item in the application.

This video is intended for Policy Managers or PEL Management Team and explains how to send an item down the path for Internal Program Review in the application.

This video is intended for all CVB staff and explains how to perform an Internal Program Review on an item in the application.

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