



Bulk Approvals for Jira Service Management

Powering Approvals at Scale



Use Case #1

- Q** Approvals is slow because I need to view each request individually to approve them
- A** Bulk Approvals allow you to select and approve multiple requests at one go

1. Select the requests to be approved

2. Single button to approve/reject

Approvals

All Logistics Approval

<input type="checkbox"/>	Type	Summary	Description	Amount	Requester	Due Date
<input type="checkbox"/>		CUS336880 requested for refund	To provide refund to CUS336880 due to damaged product	600	Victor	09/Mar/22
<input type="checkbox"/>		Office Stationaries FY2022/Q1	To purchase more A4 paper for printing	270	Victor	25/Mar/22
<input type="checkbox"/>		Office Refreshments FY2022/Q1	To replenish refreshments in office for FY2022/Q1	10,600	Victor	31/Mar/22

Tip: Check out the video demo [here](#).



Use Case #2

Q I want to group related requests together for batch processing

A It is possible to group request types into different [Layouts](#) for selection

The screenshot shows a web interface titled "Approvals". At the top, there is a dark blue dropdown menu currently set to "PO Approvals". Below this is a search bar with a magnifying glass icon. A dropdown menu is open, showing two options: "All Logistics Approval" with a count of "4" and "PO Approvals" with a count of "2". Below the search bar, there is a table of items. The first row is partially visible with the text "Summary". The second row shows a checkbox, a dollar sign icon, the text "LOGISTIC-16", and "Office Refreshments FY2022/Q1". At the bottom of the interface, there are two buttons: "Approve" (in blue) and "Decline" (in grey).

Tip: According to [Atlassian](#), 45% of people say context-switching makes them less productive



Use Case #3



I want to display relevant fields within one glance to make an informed decision



You can [configure different set of fields](#) to appear for each layout

The screenshot illustrates two different views of a 'PO Approvals' table. Both views show a table with columns: Type, Reference, Summary, Amount, Status, and Due Date. The data row is: Type (with a dollar sign icon), Reference (LOGISTIC-17), Summary (Office Stationaries FY2022/Q1), Amount (270), Status (PENDING APPROVAL), and Due Date (25/Mar/22). The left view includes an 'Approve' button and a 'Decline' button. The right view is a zoomed-in detail of the table structure.

Type	Reference	Summary	Amount	Status	Due Date
Ⓢ	LOGISTIC-17	Office Stationaries FY2022/Q1	270	PENDING APPROVAL	25/Mar/22



Use Case #4

Q I want to restrict the layouts to appear only to the authorised users

A You can use group permissions to control the visibility of the layout

Bulk Approval Layout Configuration

+ Add a new layout

i Create layouts to be used

Set Group Permissions to Layout to restrict access

Name	Description	Mapping	Group Permissions	Action
All Logistics Approval	For all LOGISTICS Approval	<ul style="list-style-type: none">• Service Desk: Logistics		...
Claims Approvals	For LOGISTICS Claims	<ul style="list-style-type: none">• Service Desk: Logistics<ul style="list-style-type: none">◦ Request Type: Claims	<ul style="list-style-type: none">• logistics-claims-approvers	...
PO Approvals	For LOGISTICS PO Approval	<ul style="list-style-type: none">• Service Desk: Logistics<ul style="list-style-type: none">◦ Request Type: Purchase Order	<ul style="list-style-type: none">• logistics-po-approvers	...

Tip: If the user does not have permission to view the request, the layout will be visible but will only have 0 requests

Applicable Scenarios



There are many other applications of Bulk Approvals for Jira Service Management to assist you in Approvals

For Example,

- Account Creation Request
- Group Membership Request
- Purchase Requests
- Time off Requests
- Change Requests
- Downtime Requests

Summary



If you are looking to,

- Save time with lesser clicks
- Speed up the turnaround time for approvals
- Get an overview of all the Approvals with context and clarity

Do give Bulk Approval for Jira Service Management a try!

“Powering Approvals at Scale”

Additional Resources



- [Marketplace Listing](#)
- [User Guide](#)
- [Our Service Desk](#)
- [Request for Demo](#)

We welcome any feedback and suggestions for improvement 😊



Other Related Apps



[Lookup Manager](#) allows conditional handling of issues through lookup tables and post functions. You can use Lookup Manager to update the assignee/approvers or other category fields automatically.



[Canned Search Gadgets](#) enables users to search issues quickly using canned queries. Users only need to enter the key info with the remaining criteria preset in advance. Useful for helpdesk agents who need to retrieve tickets quickly.



[Table Custom Fields for Jira](#) captures key info during workflow changes and present them in tabular view for easy viewing. For example, a table of approver names, date approved and comments during chain of approvals.