

SPACE VALIDATION

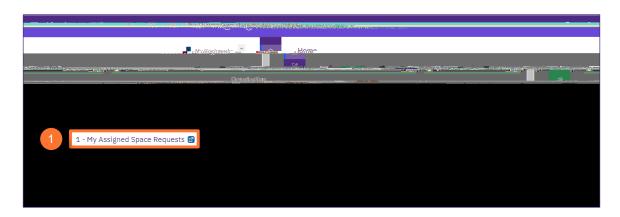
MANAGE DEPARTMENT ASSIGNMENT CHANGE REQUESTS

DIRECTIONS:



From the Facilities Connect Home Screen:

Click on My Assigned Space Requests.



d INFORMATION

The Request Counter or leading digit indicates the number of current Assigned Requests.

From the My Assigned Space Requests reporty details, and performing available actions.





