

Transaction Phase and Status Life Cycle

IRIS Advanced Reference

Introduction

This reference is to be used for end-users to understand the phase, status, and life cycle of transactions

Transaction Phase

Transactions can have one of the following **Phases**.

Draft

When a transaction is in Draft Phase, it has not yet affected system operations. All transaction versions manually entered start in this phase. Draft transactions can be freely edited and discarded since they make no application updates. Transactions can only be edited when in Draft phase.

Pending

The transaction has been submitted for approval and tentatively accepted subject to approval rules; funds are reserved to assure final acceptance. Pending application database fields are updated. Transactions cannot be edited in this phase.

Final

The transaction has been fully accepted into the system. All approvals, when applicable, have been applied, the pending database updates have been reversed and replaced with permanent updates. Transactions cannot be edited in this phase.

Historical (Final)

A Final version of a transaction that has been superseded by a later version of the same transaction. Historical versions are created automatically when a Final previous version has been canceled or modified.

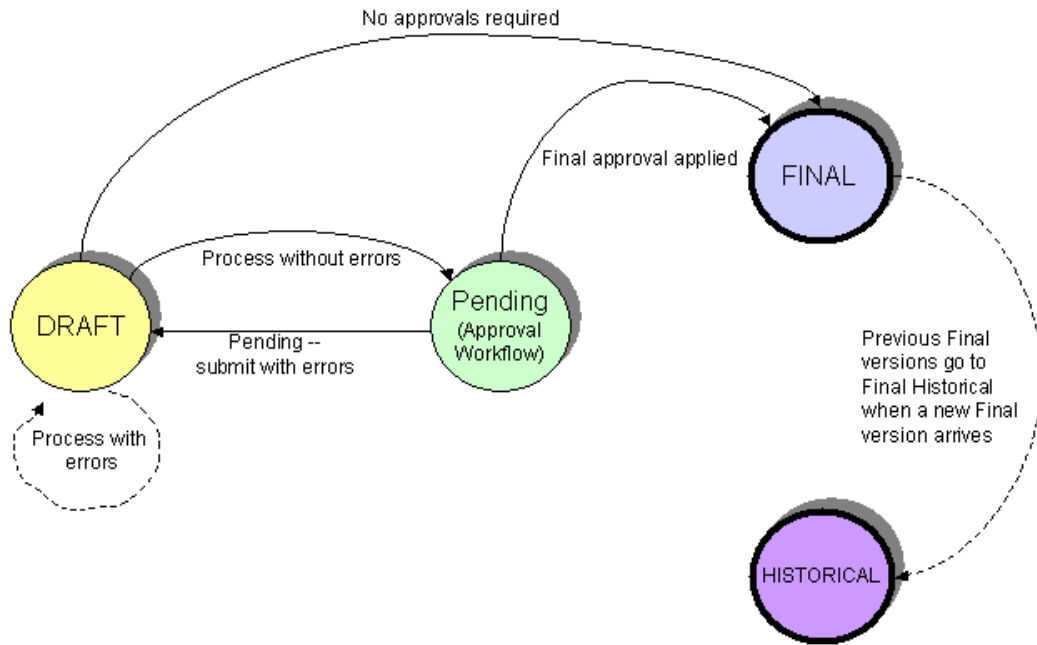
Conflict Draft

A Draft version set aside to allow creation and processing of a new Draft version (normally by an offline or background process). The State of Alaska does not have Conflict Draft transactions.

Template

A partial or full version of a transaction set aside as a template to be used as a data entry shortcut.

The diagram below depicts how transactions transition from one phase to the next.



1. End-user enters the initial transaction into the system. It is saved in a DRAFT phase.
2. End-user submits the transaction for processing. At this time, the transaction is validated against the business rules defined for this transaction code. If the transaction does not pass all the business rules, the transaction remains in a DRAFT phase and displays the appropriate error messages. This provides the end-user with an opportunity to correct the information and re-submit the transaction.
3. Once all business rules are met, there are two potential routes that this transaction can take upon a successful submission:
 - If the transaction requires approval, it transitions from **DRAFT** to a **PENDING** phase and awaits the necessary approval actions.
 - If no approvals are required, (as determined by the Transaction Control - DCTRL table or approval rules – IWF08 page), the transaction transitions into the FINAL phase. At this time, this is an active transaction, able to be reported on and referenced by subsequent transactions.
4. Once all approvals are applied, the transaction once again invokes the business rules to ensure that no additional impediments to processing have occurred in between the time the transaction entered the PENDING phase and the time that the last approval was applied.
 - a) If the transaction no longer passes the business rules, it returns to a DRAFT phase to await correction and re-submission. All pending updates are reversed.
 - b) Otherwise, the transaction transitions into the Final phase, to be fully accepted into the system.

5. The original transaction has completed its life cycle. However, due to other circumstances in the system, it may be necessary from time to time to modify the original transaction to contain additional information.
 - a) This Final version of the transaction may need to be superseded by a subsequent version. At that time, this version of the transaction transitions to HISTORICAL to make way for the latest version.

Transaction Status

A transaction can be in one of the following Status

Held

The transaction is waiting for validation. Held transactions are always in Draft phase.

Ready

The transaction has been validated but hasn't been submitted to pending (moved into workflow) nor final approved. Ready transactions are always in Draft phase.

Rejected

The transaction either has errors that occurred before submittal or it was manually rejected by an approver. Rejected transactions are always in Draft phase, and must be edited, corrected, re-validated and re-submitted; or discarded if no longer needed.

Submitted

The transaction has been submitted for workflow approval and final processing.