



# ACTIONS



The actions-feature can be used in various IRIS modules to delegate tasks and set their respective due dates. Users are able to oversee all of their assigned tasks, and via the Discussions-feature, the user responsible will be able to communicate with the task administrator in matters related to the action in question.

The screenshot displays the 'ACTIONS' module interface. On the left, a table lists tasks with their status icons, descriptions, and responsible users. On the right, a 'General' form provides details for a selected task.

DESCRIPTION	RESPONSIBLE
<span>I</span> Remove and throw away rag	
<span>C</span> Clean the deck	Björn Jakobsson
<span>C</span> Change procedures for cleaning after job	Björn Jakobsson

  

**General**

**Description of action**

**Responsible**

**Due date**

**CONTACT US FOR A LIVE DEMO!**

