

Quality Control

Key Quality Control Topics	
<ul style="list-style-type: none">• Understanding the Group Inbox<ul style="list-style-type: none">• Provide Assistance Tasks	<ul style="list-style-type: none">• Task Details• Table of Common QC Task Outcomes
Quality Control Functions	
<ul style="list-style-type: none">• Setting Out of Office• Using the Task Clipboard<ul style="list-style-type: none">• QC Instructions• Send for Signature & Sign Task	<ul style="list-style-type: none">• QC Pass, Finalize<ul style="list-style-type: none">• QC Fail• QC Correct• Delegate