

How to...

Log All Assignee Comments for a Dynamic Number of Respondents

Background

This guide will walk you through an **Assign to-do task** workflow example, illustrating how to capture all assignee comments for a dynamic number of respondents.

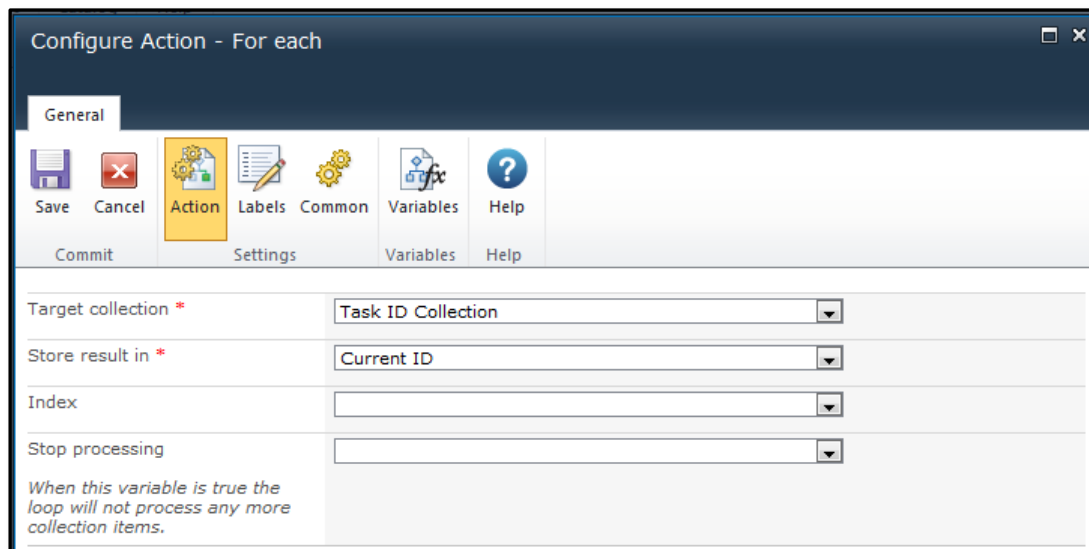
Creating the Workflow

If you are using the **Assign a to-do task** action, you can configure the action to store all associated task IDs to a workflow collection variable.

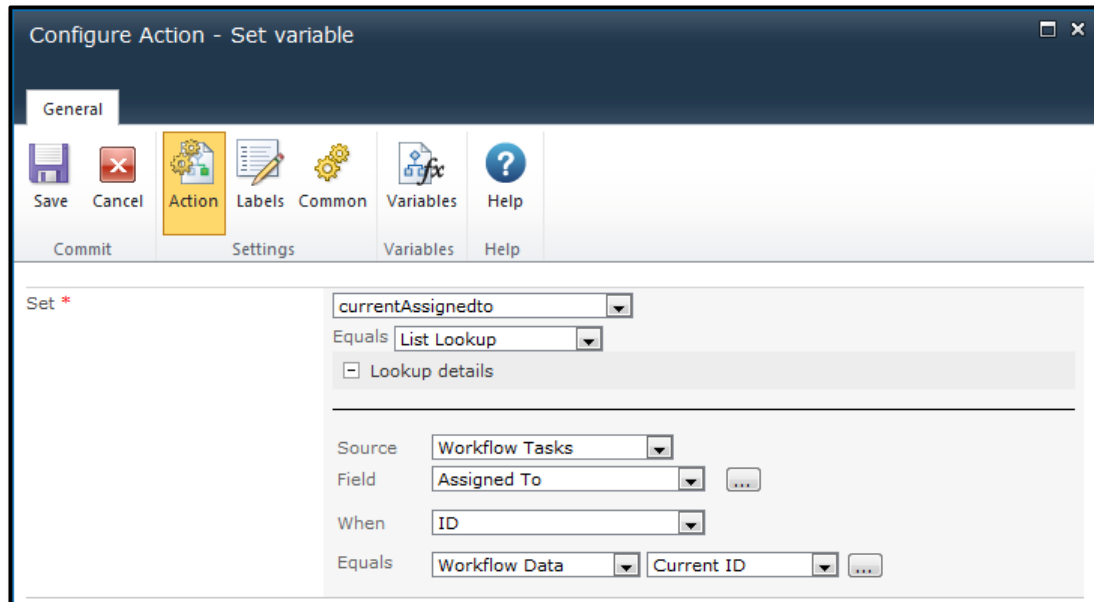
The screenshot shows the 'Configure Action - Assign to-do task' dialog box with the following configuration:

- Assignees ***: {Common:Initiator} ;
- Create individual tasks for all group members
- Allow delegation**:
- Task description**: [Empty text area with 'Insert Reference' button]
- Task options**:
 - All must respond
 - First response applies
- Content type ***:
 - Use existing
 - Create new
 - Test
- Field**: [Empty dropdown menu]
- Store task IDs in**: Task ID Collection (highlighted with a red box)
- Item permissions

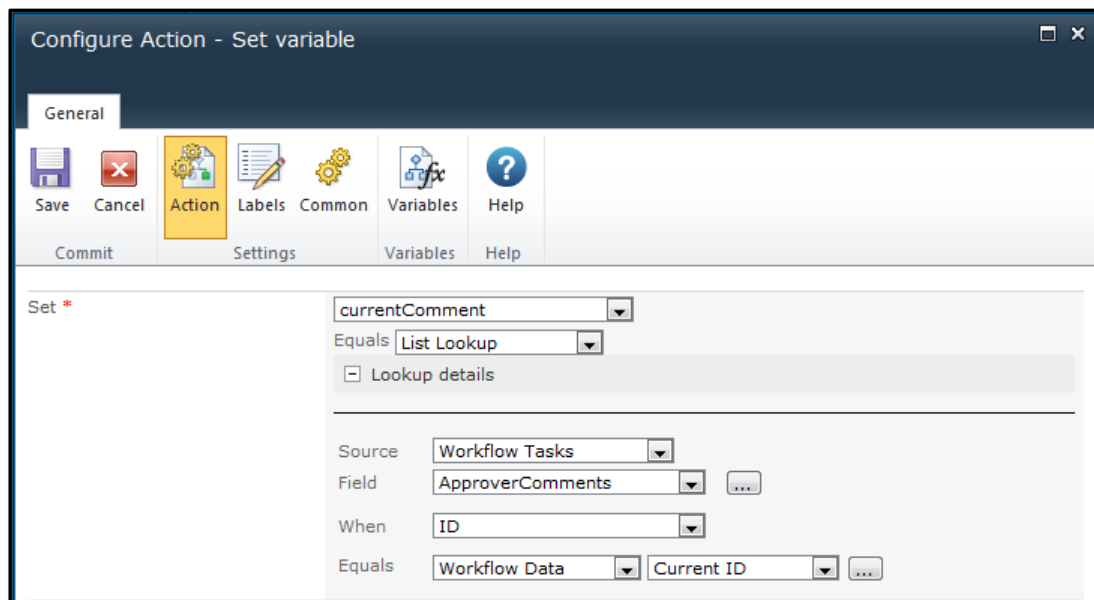
Using this variable you can then use a **For each** action loop to iterate through the task IDs and query for relevant information based off the current ID, where the current ID is a workflow list item ID type variable.



In the **For each** action loop, you can look up any information required based off the item ID (e.g. to get the approver based on the current ID as shown below).



To retrieve approver comments, uses the item ID again to look up against the workflow's task list (by default "Workflow Tasks") and select the "ApproverComments" field:



Also, the **Query List** action configuration shows how to retrieve task IDs based on the item the workflow is running on:

