

Configuring Rules on Change Process Definitions

Workflow Assignment Rules must be configured within Change Process Definitions to define when and where they execute.

Relationship Grid Configuration

You must be a member of the Change Administrators Identity to configure Workflow Assignment Rules on a Change Process Definition. To configure Workflow Assignment Rules on a Change Process Definition:

1. Navigate to Table of Contents → Unified Change Management → Configuration → Change Process Definitions.
2. Search for and open the Change Process Definition you want to configure.
3. Select the Workflow Assignment Rules tab.
4. Add or create rules.
5. Configure the rule execution details for each rule:



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Change Proces... x Change Order x

Change Order ☆

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Change Process Definition

ItemType
Change Order

Description
Defines Item Behavior in Change Orders.

Automation Rules (43) Workflow Assignment Rules 4 Impact Analysis Views (3)

Workflow Assignment Rules ☆

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Enabled	Target	Workflow Map [...]	Activity [...]	Sequence	Name	Method [...]
<input checked="" type="checkbox"/>	Activity	ucm_ChangeOrder	Execute Change Plan	128	Remove all assignments from Activity	ucm_RemoveAllActivityAssignments
<input checked="" type="checkbox"/>	Workflow	ucm_ChangeOrder		256	Assign Manager to Workflow Activities	ucm_AssignManagerToWorkflow
<input checked="" type="checkbox"/>	Activity	ucm_ChangeOrder	Execute Change Plan	384	Assign Team Manager to Activity	ucm_ActivityAssignTeamManager
<input checked="" type="checkbox"/>	Activity	ucm_ChangeOrder	Execute Change Plan	512	Balance Activity Assignment Voting Weigh...	ucm_BalanceActivityVotingWeights

Relationship Grid Columns

The following table describes the columns in the Workflow Assignment Rules relationship grid:

Field	Description	Details / Options
Enabled	Enables or disables the rule	<input checked="" type="checkbox"/> Checked = rule executes <input type="checkbox"/> Unchecked = rule is skipped Default: Checked
Target	Defines whether the rule applies to the entire workflow or a specific activity	Workflow – Rule applies to the selected workflow Activity – Rule applies only to the specified activity
Workflow Map	Specifies which workflow map the rule applies to	Select any Workflow Map that belongs to the CPD target Item Type. Required for both Workflow and Activity targets.
Activity	Specifies which activity the rule applies to (only applicable when	Select an Activity Template from the chosen Workflow Map.



	Target = “Activity”)	Only applicable when Target = “Activity”. Should be empty when Target = “Workflow”.
Rule	The Workflow Assignment Rule to execute	Select from available Workflow Assignment Rules. The rule’s method will be invoked during workflow creation.
Sequence	Execution order (ascending)	Integer value determining execution order. Lower numbers execute first (e.g., 128, 256, 384). Rules with the same sequence may be executed in any order.

Target Behavior

Target	Behavior	When to Use
Workflow	Executes once per workflow	Assign global roles or enforce workflow-wide logic
Activity	Executes for each matching Activity item	Assign specialists to specific review/approval steps

Important

If the selected Workflow Map contains multiple activities with the same name as the selected Activity Template, the rule will be executed for **all matching activities**. Activity matching is based on the Activity Template name, not a specific instance.

Multiple Activity Matching:

If your Workflow Map contains multiple activities with the same Activity Template name, the rule will be executed for **all activities matching that name**. This behavior is useful for:

- Applying the same assignment logic to all instances of a particular activity type
- Implementing consistent assignments across parallel workflow paths
- Reducing configuration overhead when multiple activities require identical assignment rules

Example Scenario: A workflow contains three “Technical Review” activities in parallel paths for different product components. A single activity-level rule targeting “Technical Review” will execute for all three activities, assigning the appropriate technical experts to each.

Validation Constraints

The relationship grid enforces the following constraints:

1. **Rule Target Uniqueness:** No duplicate combinations of Rule + Target + Workflow Map + Activity are allowed. Each unique configuration can appear only once in the grid.
2. **Workflow Map Compatibility:** The selected Workflow Map must belong to the CPD target Item Type. The system validates this during configuration.
3. **Activity Existence:** When Target = “Activity”, the specified activity must exist in the selected Workflow Map.



4. **Sequence Order:** Sequence determines execution order. Plan your sequence values carefully to ensure rules are executed in the correct order (e.g., use increments of 10: 10, 20, 30 to allow for future insertions).

