




# How to validate procedures?

Created procedures need to be validated before they can be scheduled and used by trainees.

## Note

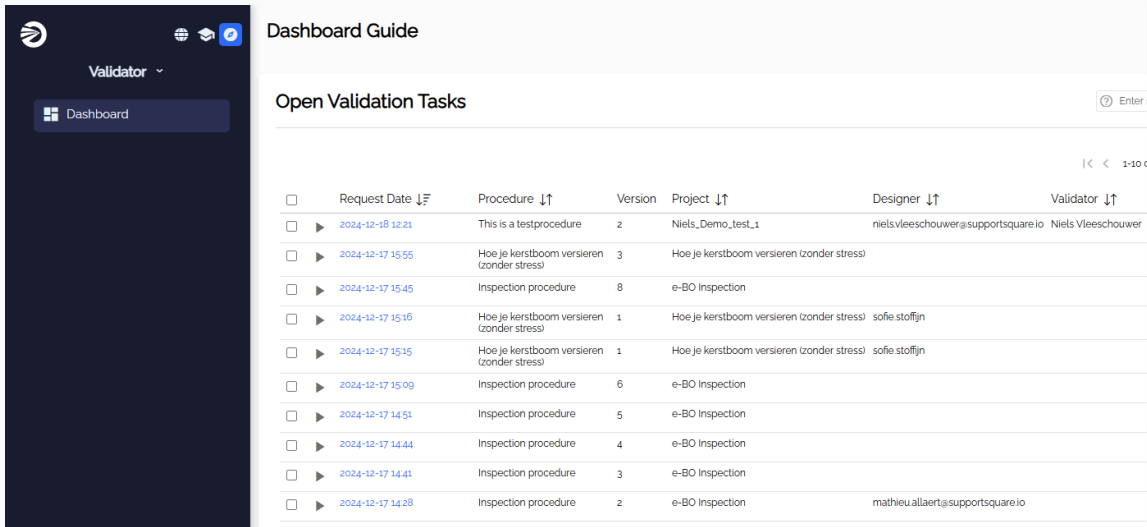
Make sure **Guide square** is selected. You can change squares by clicking on the corresponding

icon. 

## Note

Make sure you have the **Validator** role. You can change roles by clicking on them and switch to another one in the list.

Your browser does not support the video tag.



The screenshot shows a user interface for a 'Validator' role. On the left, a dark sidebar contains a 'Dashboard' button. The main content area is titled 'Dashboard Guide' and 'Open Validation Tasks'. Below this is a table with columns for 'Request Date', 'Procedure', 'Version', 'Project', 'Designer', and 'Validator'. The table lists several validation tasks, including test procedures and inspection procedures for 'Hoe je kerstboom versieren (zonder stress)'.

<input type="checkbox"/>	Request Date ↓↑	Procedure ↓↑	Version	Project ↓↑	Designer ↓↑	Validator ↓↑
<input type="checkbox"/>	▶ 2024-12-18 12:21	This is a testprocedure	2	Niels_Demo_test_1	nielsvleeschouwer@supportsquare.io	Niels Vleeschouwer
<input type="checkbox"/>	▶ 2024-12-17 15:55	Hoe je kerstboom versieren (zonder stress)	3	Hoe je kerstboom versieren (zonder stress)		
<input type="checkbox"/>	▶ 2024-12-17 15:45	Inspection procedure	8	e-BO Inspection		
<input type="checkbox"/>	▶ 2024-12-17 15:16	Hoe je kerstboom versieren (zonder stress)	1	Hoe je kerstboom versieren (zonder stress)	sofie.stoffijn	
<input type="checkbox"/>	▶ 2024-12-17 15:15	Hoe je kerstboom versieren (zonder stress)	1	Hoe je kerstboom versieren (zonder stress)	sofie.stoffijn	
<input type="checkbox"/>	▶ 2024-12-17 15:09	Inspection procedure	6	e-BO Inspection		
<input type="checkbox"/>	▶ 2024-12-17 14:51	Inspection procedure	5	e-BO Inspection		
<input type="checkbox"/>	▶ 2024-12-17 14:44	Inspection procedure	4	e-BO Inspection		
<input type="checkbox"/>	▶ 2024-12-17 14:41	Inspection procedure	3	e-BO Inspection		
<input type="checkbox"/>	▶ 2024-12-17 14:28	Inspection procedure	2	e-BO Inspection	mathieu.alaert@supportsquare.io	

- In the Dashboard you will see procedures that you can validate. These aren't always assigned to you specifically but you can easily assign yourself.