

How to Disable an Audit

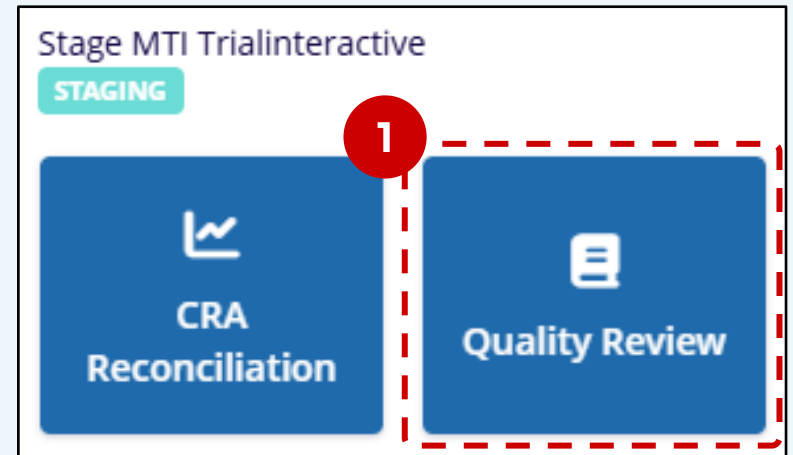
TI version 10.8

APPLICABLE TO:

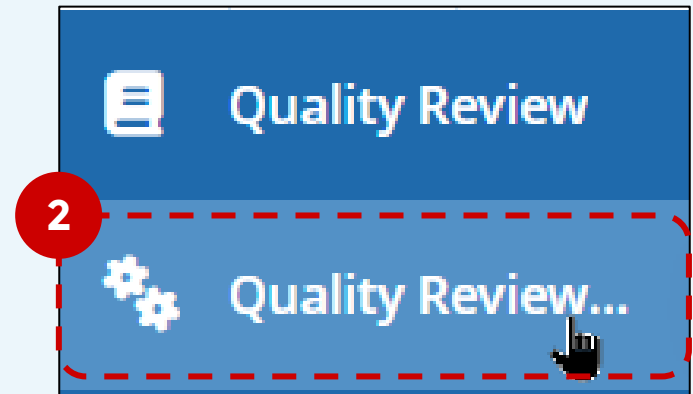
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You can Disable an Audit to invalidate any progress done within it. This is helpful in case, for example, you have an incorrectly set-up review. Disabling an Audit is a final action that cannot be undone.

1 Navigate to the **Quality Review** module.

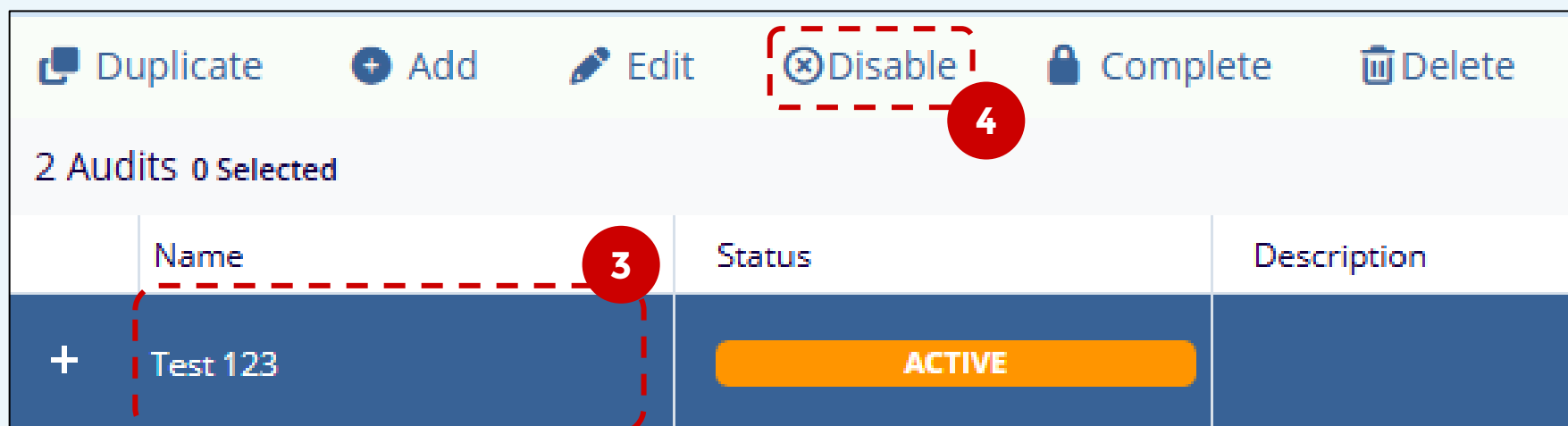


2 Access the **Quality Review Settings** menu.



3 Select the audit you wish to stop by clicking on its Name.

4 Click on **Disable**.



5 Enter the reason for disabling the audit.

6 Click **OK** to finalize the change.



Once confirmed, this cannot be undone.

7 Disabled audits are marked with a red status indicator. You may still **Duplicate** the audit, or **Delete** it if it no longer serves a purpose.

Disable Audit Profile

Please enter a reason for disabling Audit Profile*

(EXAMPLE) Scope was incorrectly set.

Cancel OK

Duplicate Add Edit Delete

18 Audits 0 Selected

Name	Status	Description
+ 1st Quarter Quality Re	DISABLED	