



# 3 Principles for Approving Changes

1

**Versioning** - Changes must be drafted before they are published

2

**Approval Workflows** - Approval must be sought to publish a change

3

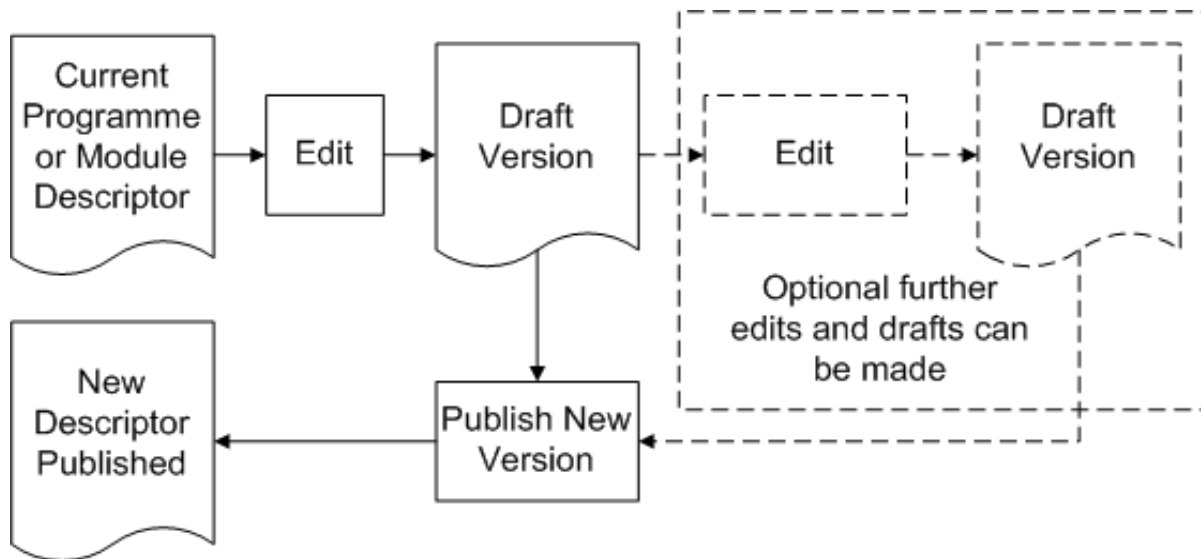
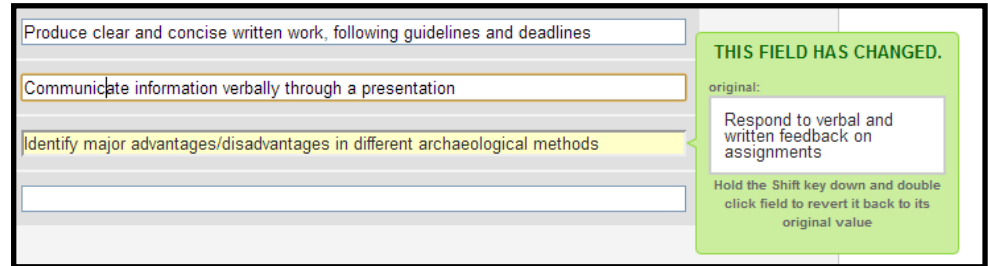
**Approval Records** - Everything is recorded



# 1

## Versioning

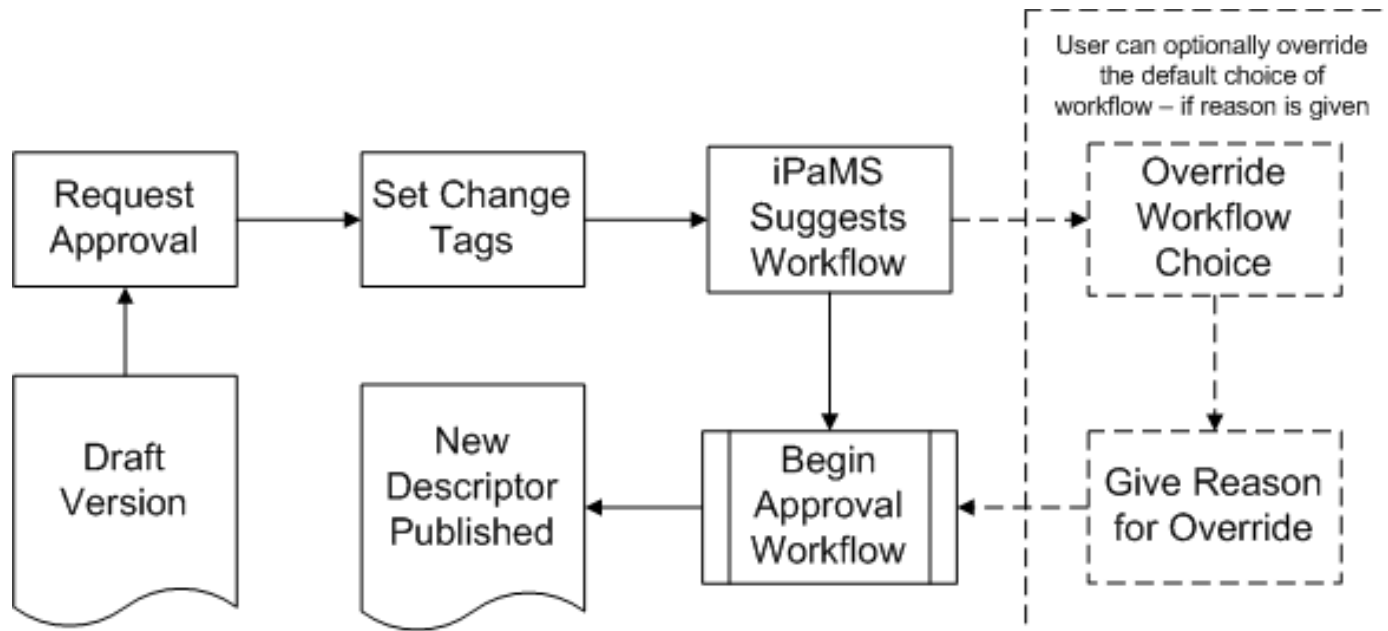
Draft changes to module and programme descriptions before they are published.



# 2

## Approval Workflows

Pre-defined methods for gaining approval of new or changed descriptions, based upon business rules



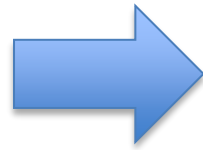
# 3

## Approval Records

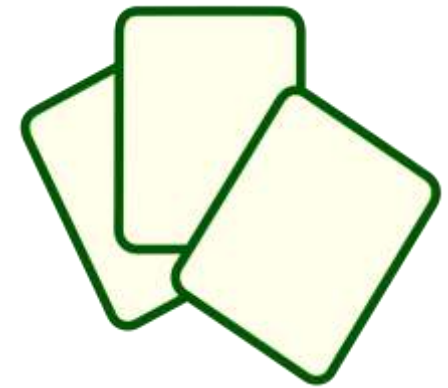
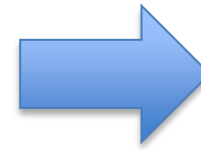
Demonstrate the provenance of any published programme or module specification



**Published  
Specification**



**Approval  
Record**



**Action  
Record(s)**



## Further information

### Contact us:

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