A/OPC, O/AOPC or DD577 AA Edit/Delete

| PIEE Homepage | Jam Module | GPC Nominations | Manage Nominations |

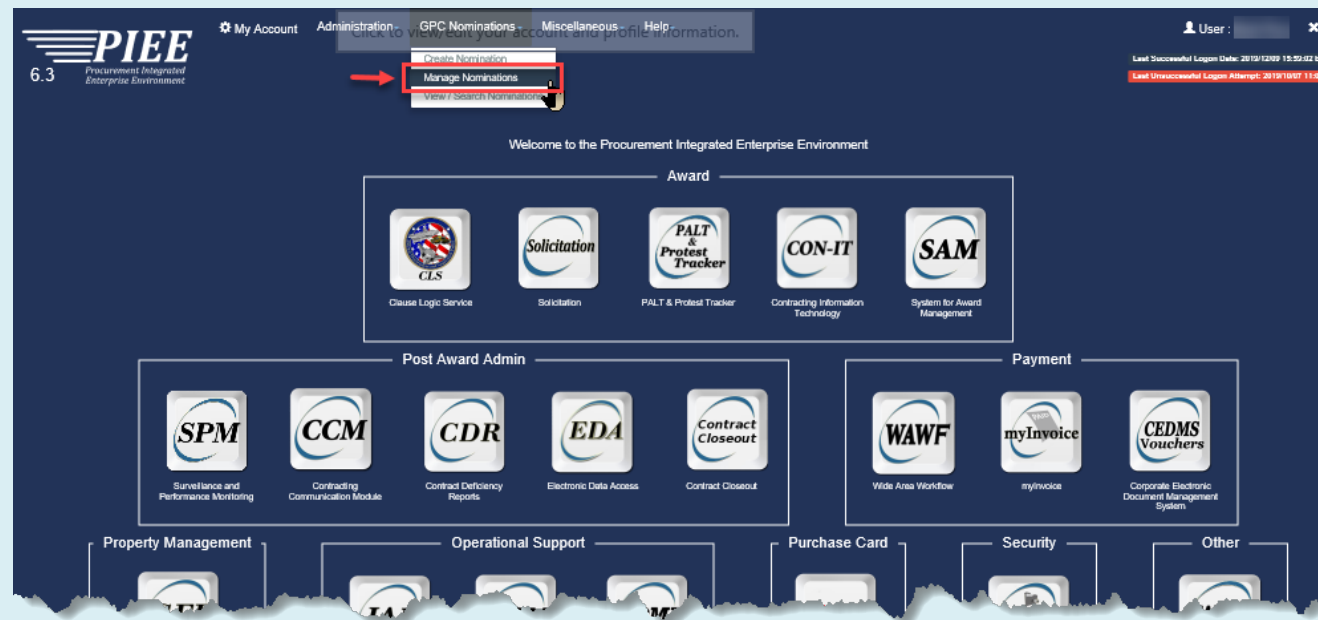|	
Jam Roles A/OPC, O/AOPC and DD577 AA Nominators	The Nominator (A/OPC, OA/OPC or DD577 AA) and anyone in the span of control of the both the Nominator and the Nominee can edit the Nomination. For this guide the Nominator will have the role of A/OPC, but both OA/OPC and DD577 AA have the same capabilities. ***Capability Exceptions listed at bottom of document**
Navigation	PIEE Portal > Login as A/OPC Nominator > JAM > GPC Nomination Drop down > Manage Nominations
A/OPC Manage Nominations	Once the A/OPC is logged into PIEE, click on the **GPC Nominations**
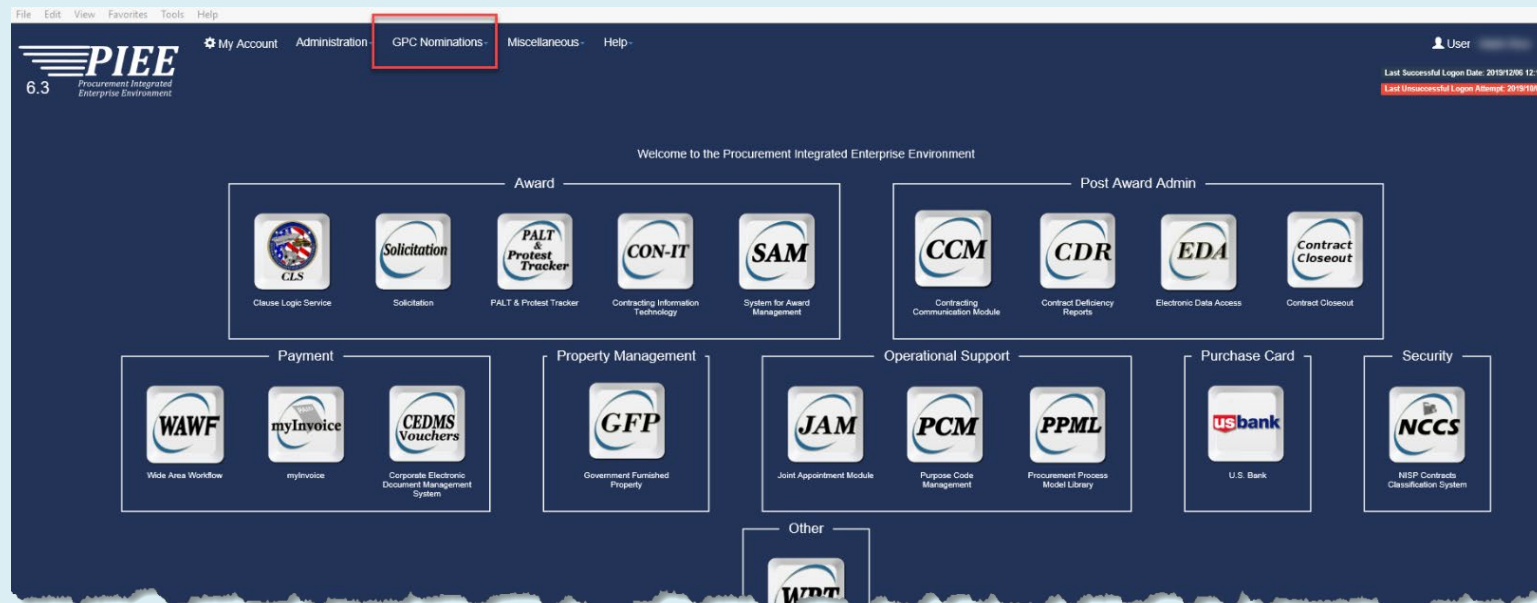
When the GPC Nominations Drop down box is clicked, select the **Manage Nominations**

Manage GPC Role Nomination page will open.

Find the Role Nomination to be edited and select the **Edit** link.

The A/OPC will be permitted to change the Locataion Code used to create the Nomination.

When changes have been made, select the **Update** button.

| View Training | An A/OPC has view-only access to user training. |

1. Log in as an A/OPC user.
2. Select the GPC Nominations drop-down
3. Select Manage Nominations from the drop down to review the list of GPC Role Nominations
4. Find the Nomination to view training, select the **Training** link in the **Action** column

The training Information will be in a pop-up box. To view the Certificate for each training, click the **View** button in the **Action** column.

An A/OPC can access Nomination Workflow Visualization:
1. Log in as an A/OPC user
2. Select the GPC Nominations drop-down
3. Select Manage Nominations from the drop down to review the list of GPC Role Nominations
4. Find the Nomination to view Workflow visualization and select **View** in the **Appointment Status** column.

AOPC ability to access Workflow Visualization

A pop-up box will appear titled Appointment Status that gives workflow visualization to the workflow.

AOPC ability to Delete

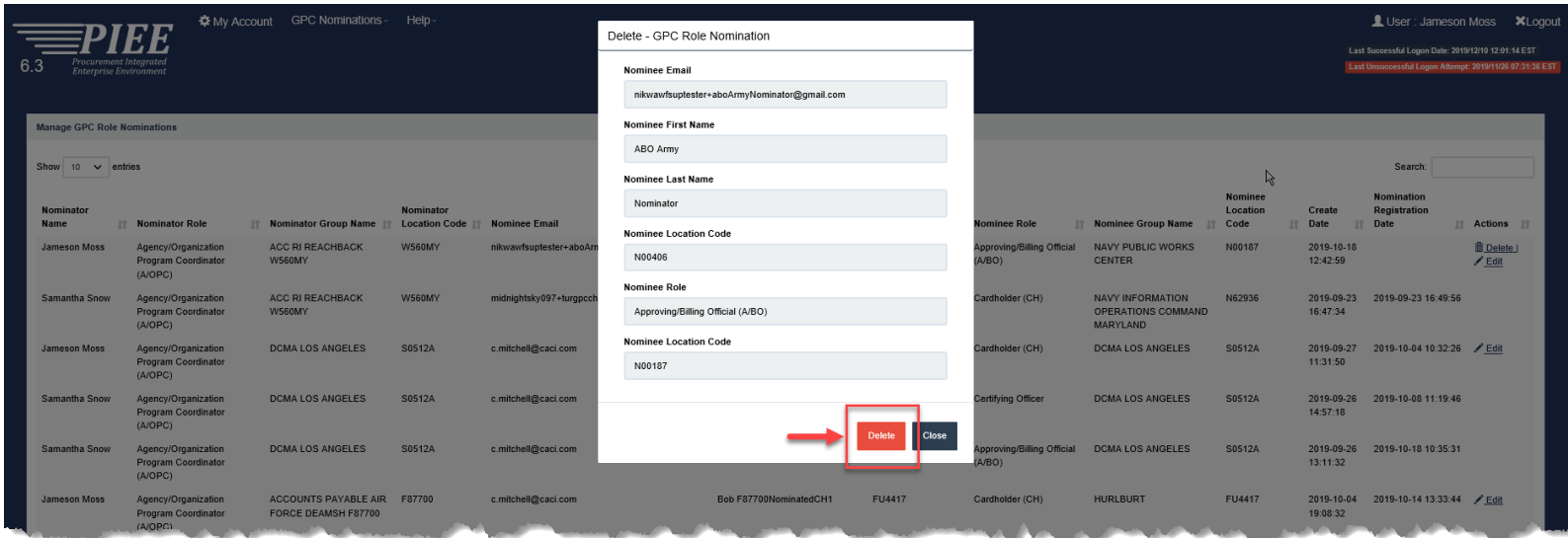An A/OPC can delete nominations they have created.
5. Log in as an A/OPC user.
6. Select the GPC Nominations drop-down
7. Select Manage Nominations from the drop down to review the list of GPC Role Nominations
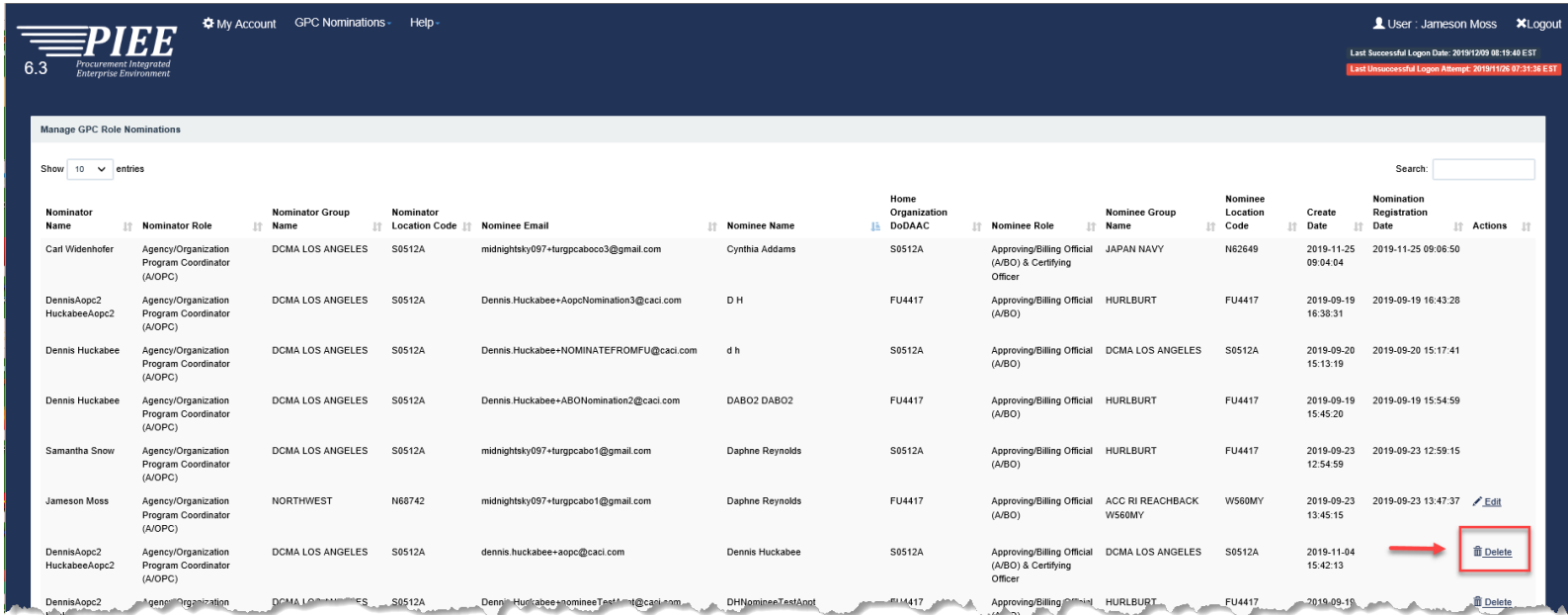8. Find the Nomination to delete and select **Delete** in the **Action column**
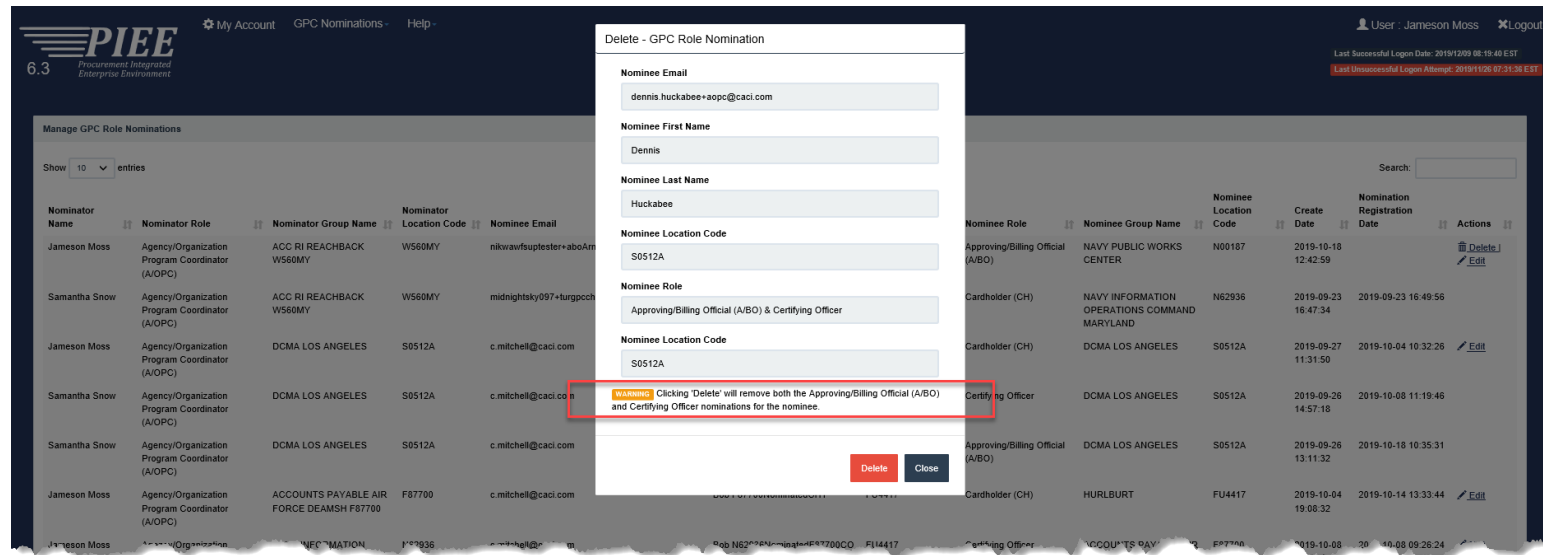
A pop-up box will appear and to confirm deletion, user will select the Delete Button

AOPC users can also delete the A/BO and CO Combo nominations that haven't been tied to a User account.

A/OPC will receive a popup warning that both nominations will be deleted.

*Exceptions

Exceptions to user capabilities:

1. A/OPCs have the ability to delete unused nominations within their DoDAAC.

2. O/AOPCs have the ability to delete unused nominations within their span of Control.

3. DD577 AAs have the ability to delete unused nominations they created.