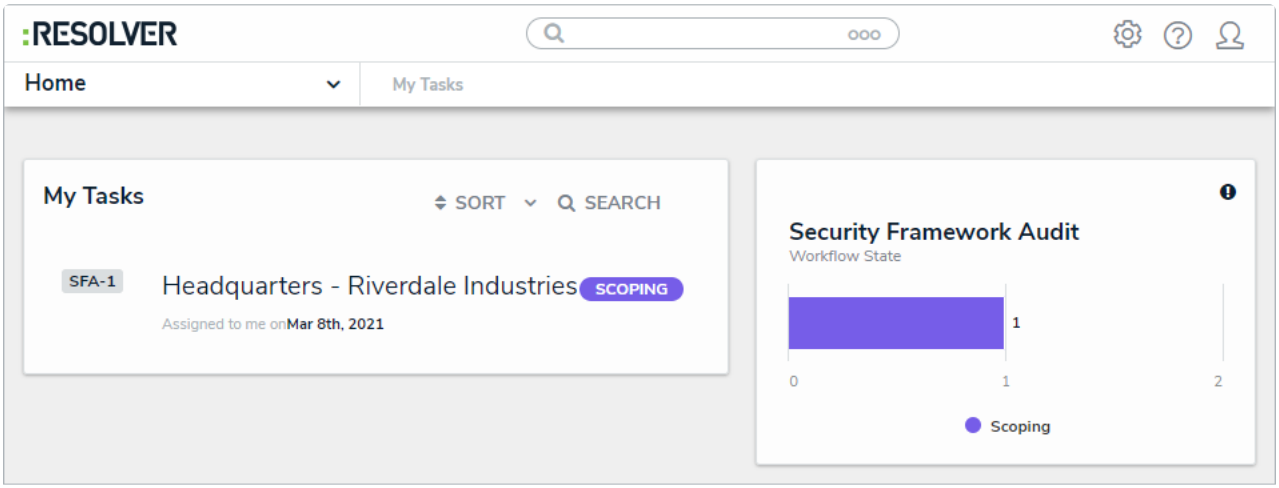
Assign Auditor and Launch Assessment in Security Risk Management

Last Modified on 04/19/2022 12:11 pm EDT

Once an assessment has been created and scoped, it must have an auditor assigned to it before it can be launched and put into the **Fieldwork** phase. By default, the user who created the assessment is automatically assigned as auditor, but the security assessment team can change or add as many additional auditors as desired.

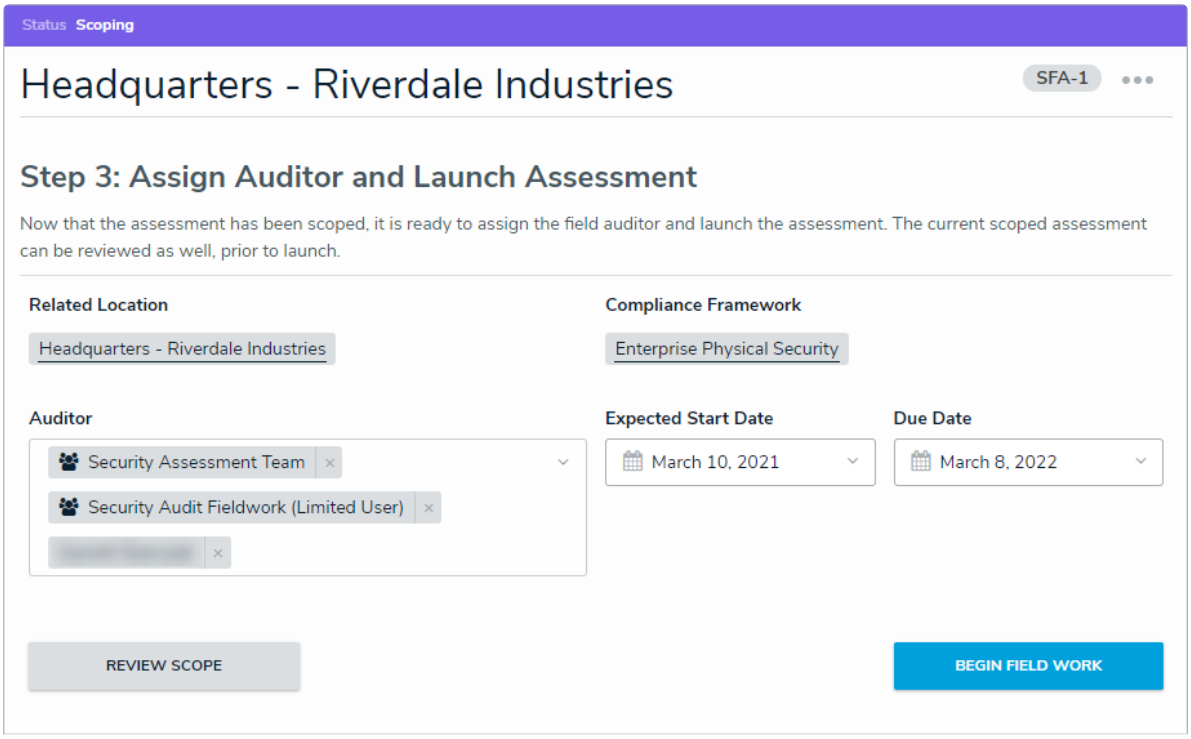
The form in Step 1 below will be displayed automatically after the assessment has been scoped. However, it can be accessed at any time from the **Assessments: Plan, Launch & Monitor** activity or from the My Tasks page.



An assessment on the My Tasks page.

To assign an auditor and launch an assessment:

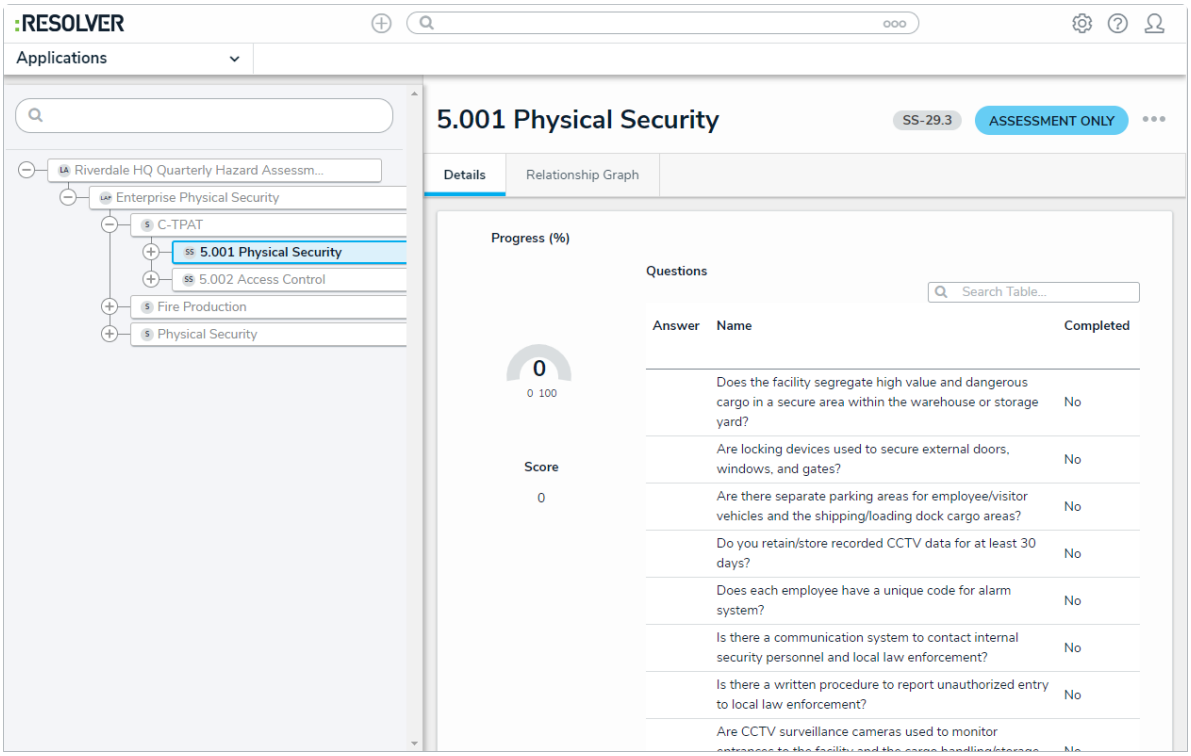
1. On the **Assign Auditor and Launch Assessment** screen, begin typing usernames in the **Auditor** field to display a list of options, then click to select the user to assign to this assessment.



The Assign Auditor and Launch Assessment screen.

2. **Optional**: Edit the **Expected Start Date** and **Due Date** fields as needed.

3. **Optional**: Click **Review Scope** to display the **Assessment Navigation Tree** to review the sections, sub-sections, and questions on the assessment.



The Assessment Navigation Tree.

4. Click **Begin Field Work**.