# Instantly Create Projects from Requests

Job Launch Managers can instantly create a project from their own job launch submission if they are assigned the applicable job launch form as both a submitter and manager. Even administrators must be assigned the relevant forms in order for this feature to work.

Follow the steps below to enable this feature account wide.

1. Navigate to **Account > Account Settings > Customize > Project Options.**
2. Check the box, **'Allow Project Creation from Job Launch Submission.'**
3. Click **'Save.'**

After enabled, the job launch submitter/manager will be able to instantly approve their own requests by clicking the **'Create Project'** button at the bottom right corner of the form.

# Technical Publications

*Fields marked with an asterisk are mandatory.*

**\* Request Type:** New Document

**Project Instructions:**

**Type in existing Publication / Document Number:** -

**OR**

**Generate Publication / Document Number:** ☐
(Auto-generated, for new documents only)

**\* Document Title:**

1234

**\* Part Number(s) / Name:** *(Enter a part number / Name)*

1234

**\* Doc Type:**  Specification

**\* Distribution:** NDA / Confidential Previously authorized customer-specific routing

**\* Page Count:** 23

**Request CT Components:** *(Conditional Text Documents Only)*

**Product Release Date:** -

**Post to external web site?** ☐

**Post to secure download center?** ☐

**Requested on behalf of:** -

**Additional Approver(s):** -

Upload source / input files by using the "Attach File(s)" button at the bottom of this form.

**OR**

**Source / input file location:** *(via Box location / other)*
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Edit    Submit    Create Project