## Pitt ACT / Advising Technology Access Workflow Offer Acceptance Date Hire Date Hire Date + 3-5 business days Talent Center & PittWorx **Human Resources** New hire Talent Center employee recruiter records officially accepts data creates PittWorx acceptance in Talent employee record Center Central Directory CDS account created or reactivated New hire enrolls in Pitt Advisor completes ACT or supervisor Pitt ACT Pitt ACT and submits Advisor attends requests on their behalf **Verification Form** first day in role using **Enrollment Form** Authorization Supervisor initiates Federated Federated Authorization Request las the advisor Guide advisor to co mpleted complete Pitt ACT Advising Technology components? **Guide Supervisor to** Yes complete Fed Auth request Technology partners assign advisor's behalf? access