Kuali Pessimistic Lock

Help! I am locked out of my proposal! What do I do next?

Proposal Details

* indicates required fields

This document currently has a 244-PROPOSAL DEVELOPMENT lock owned by Siabach, Patricia L as of 04:05 PM on 01/31/2018.

Proposal Type: New
Lead Unit: 10034 - Mathematics and Statistics
Activity Type: Research
Project Dates: 06/01/2018 05/31/2021

First - Don’t panic!

Note the person’s name listed on the message. This is the person who is editing and has locked the proposal? Are they still working in the proposal? Contact the person who has the proposal locked, if needed.

To remove the proposal document lock -

1. From your Home Screen, click on View Pessimistic Lock menu option

Welcome, Patricia

Search Tasks

What would you like to do?

Quick Links
Search for a Sponsor
View Address Book
Search for an Organization
View S2S Opportunities
View Pessimistic Lock (Locked Records)

2. Search for Locked Proposal

UMBC Kuali Pessimistic Lock Quick Card V1 2018_01_31
3. Click delete to remove the lock (removes the lock; it does not delete the record).

Why does Kuali have this feature? Locks are a safeguard to avoid having 2 people attempting making changes to the same proposal or the budget at the same time.

Overnight the locks will be removed as the system assumes the person is no longer editing the proposal.

Also note: when the proposal is in routing, the Kuali system will also lock the proposal, so no changes can be made. If changes are needed and the proposal is already in routing, approver must Return the proposal, then it will go back to the initiator for edits and corrections.

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