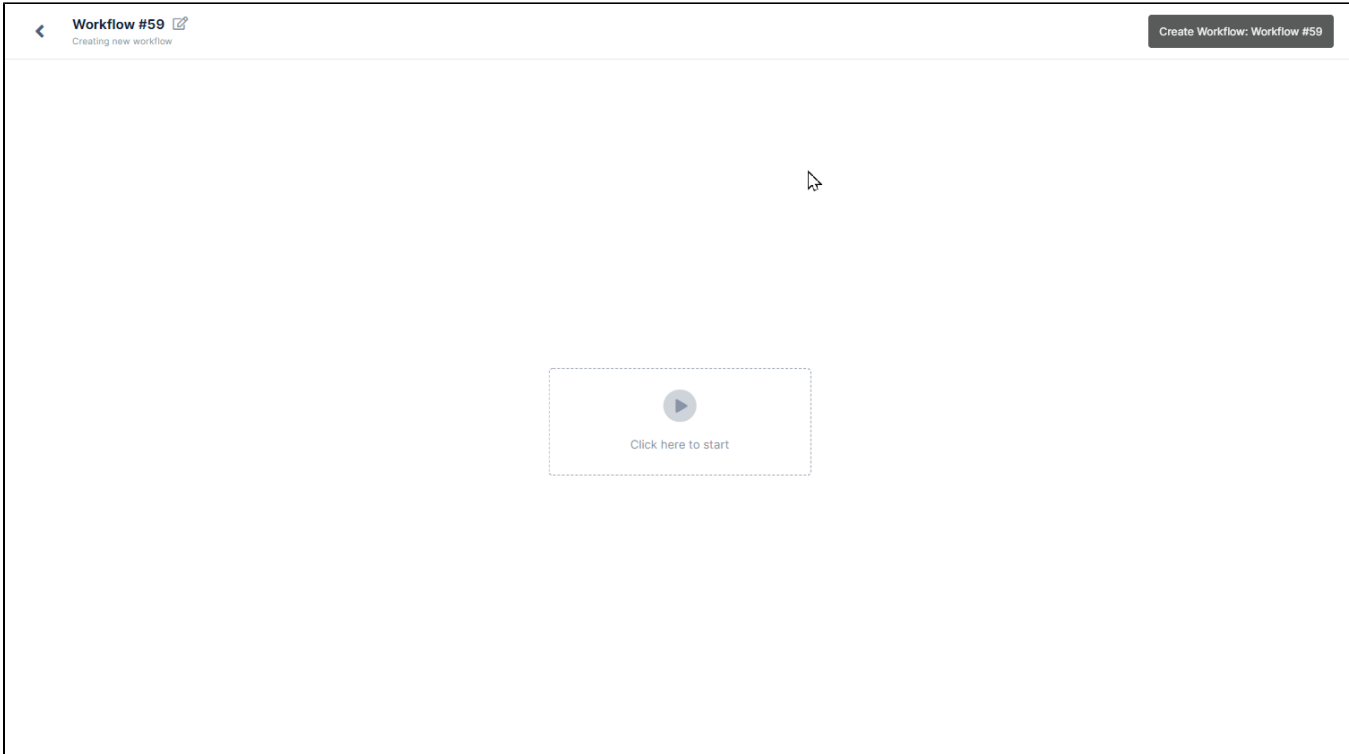


Workflow Triggers

Workflow triggers are the events that cause workflows to begin running. You choose the trigger for a workflow when you initiate workflow creation by clicking the arrow in the center of the Workflow screen.



The options for workflow triggers and their parameters are:

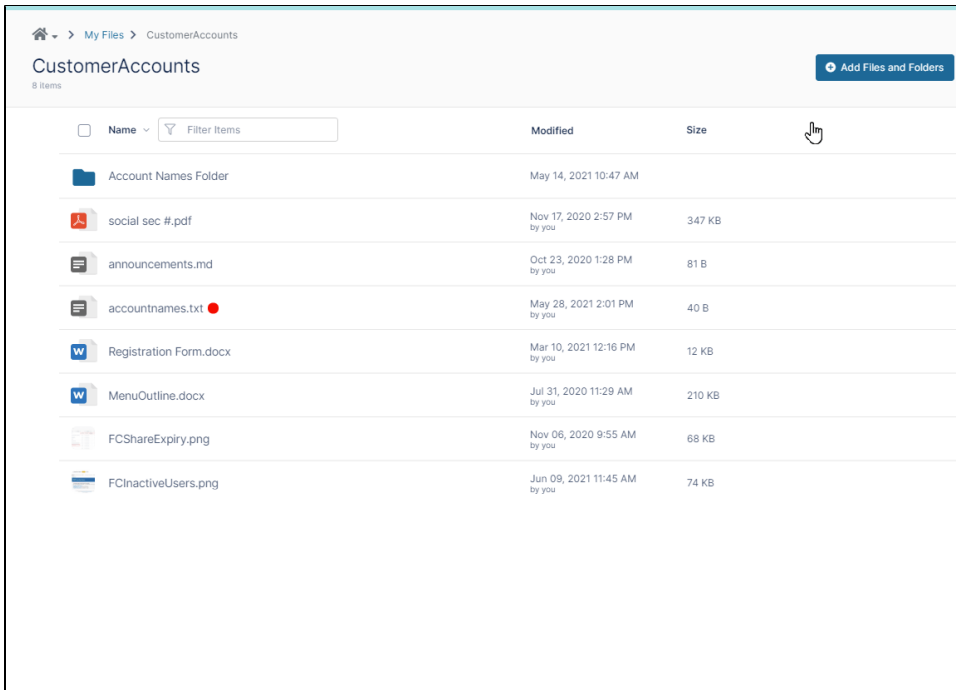
- **Automatically on a file activity** - The workflow begins when a file on a specific path is created, updated, downloaded, or previewed, or when a folder on a specific path is created.

Parameter	Required/Optional	Description
Limited to Path	Required	Folder path on which the file action occurs.
File Event	Required	Choose from a list of events, such as If file is created or If file is downloaded or previewed.

- **Automatically on a share activity** - The workflow begins when a share is created or updated. You may limit the trigger to only set off the workflow when the share occurs on a certain path, such as a certain Team folder.

Parameter	Required/Optional	Description
Share Event	Required	Currently there is only one option, If share is created or updated.
Limited to Path	Optional	Folder path on which the share action occurs.

- **Started by user on a file** - The workflow is triggered for a file when a user in the user portal chooses it in the context menu for the file in the following manner:



Note: There are no parameters for this trigger.

- **Started based on a timer** - The workflow runs at a specified start time. You may also specify an end time and a frequency of once, daily, or weekly, or periodically (every 5 minutes).

Parameter	Required/Optional	Description
Start DateTime	Required	Date and time the workflow begins running.
Periodic	Optional - defaults to Run Once	How often the workflow runs. Options are Run Once , Periodically (every 5 minutes), Daily , or Weekly .
End DateTime	Optional	Date and time the workflow stops running.