

## User Permissions

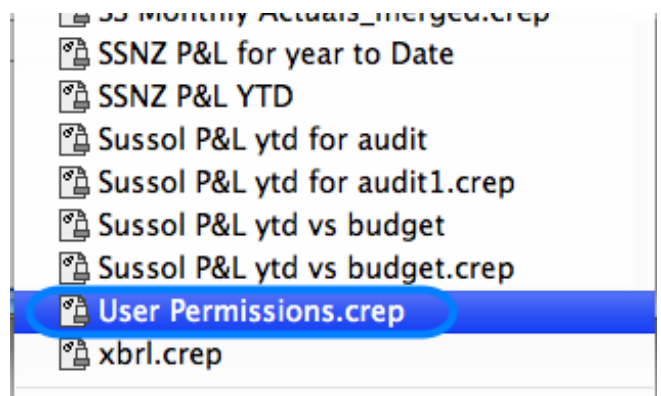
Prints standard profit and loss report along with classification in column.  
It can print up 10 classification.

### Report Installation

If you do not know how to install this report, download Moneyworks report installation instructions here:  
[http://moneyworks.sussol.net/files/Moneyworks\\_report\\_installation\\_instructions.pdf](http://moneyworks.sussol.net/files/Moneyworks_report_installation_instructions.pdf)

### Choose the report.

Choose Reports > User permissions from the report menu .

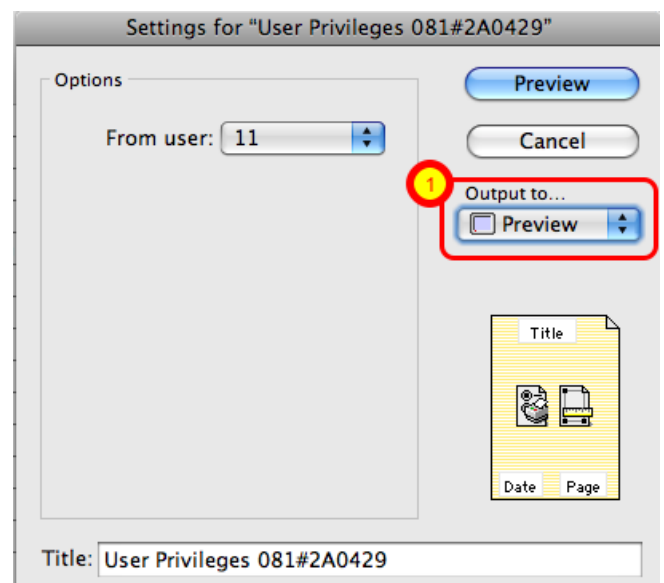


### Set the report option

You will be shown only one setting: Choose the user number you want to run the report for. If you have less than 11 users, set the choice to "1". If you have 11 to 20 users, run the report twice: once with the value set to "1" and once with it set to "11".

1. To Preview the report : Set the *Output to* popup to *Preview* and click the *Preview* button .

You may wish to export the report to excel if you have more than 10 users, then you can combine the report for each group of



## Report Preview

Each user is shown in a column.

An X is marked next to each function if the user has permission to perform that function

User Privileges 01/18/2009  
User Privileges Report

	sb	adm	sc	BS	MD	gn	jr	rm	pp	sk	
	Admin	Admin	Anti Checks	Books	Craig	GM	John Ross	mandrew	Partha	Penley	Samuel
Administration	X	X									
Sharing B Users (Administrator)	X	X									
Printed Management	X	X									
Auto Open Period	X	X									
Document Preference	X	X									
Form & Report Signing	X	X									X
Re-write Bank	X	X									X
Reverse Sale	X	X	X	X	X	X	X	X	X	X	X
Diagnostic	X	X									
Auto Allocation	X	X									
Recovery	X	X									
Reminders	X	X									
Generate External Report	X	X									
Reporting	X	X									
Company/Company Details	X	X									
Log File	X	X									
Outlines List Views	X	X									
Print Labels	X	X									
Enter Orders	X	X	X	X	X	X	X	X	X	X	X
Process Orders	X	X									
Orderors	X	X	X	X	X	X	X	X	X	X	X
Enter Invoices	X	X									
Pay Invoices	X	X									
Payments History	X	X									
Change Bank Account	X	X									
Sales	X	X									
Enter Orders	X	X									
Process Orders	X	X									
Process Partial Orders	X	X									
Rep Merge	X	X									
Debit/Enter Invoices	X	X									
Reprint Invoices	X	X									
Payments History	X	X									
Statement Printing	X	X									
Cash	X	X									
Enter Expenses	X	X									
Enter Receipts	X	X	X	X	X	X	X	X	X	X	X