



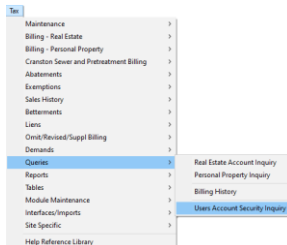
Tax Title

Release Notes

September 2024

User Account Security Query

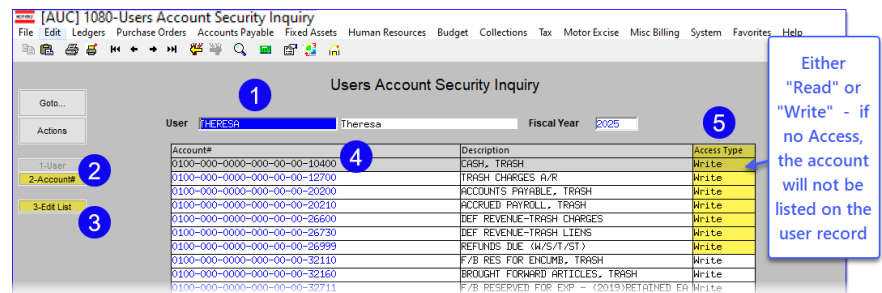
Users often ask why they cannot access a specific GL account. To clarify their access rights, **ADMINS** has included the account user security inquiry in all modules.



Find the information from the menu by selecting the module then:

Queries ► User Account Security Inquiry

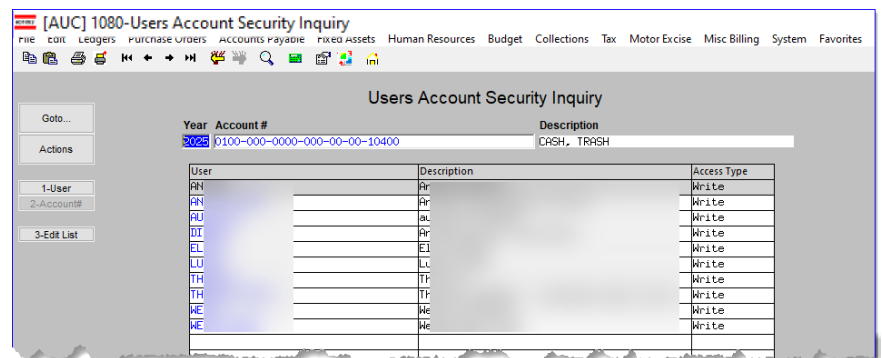
1. The username is shown at the top of the screen



The account Number is shown, with the description within the grid. The Access Type will be either “Write” or “Read” – if there is no access, the account will not appear in the user’s list.

When the screen is displayed by “Account #”, users and their permissions are listed.

2. Click on the [2 Account#] to re-display the screen, displaying the account number at the top of the screen, with a list of users and their respective access shown in the grid.





- The [3 Edit List] button will produce a listing; the username and fiscal year range are required fields. The list can be run as Excel® or PDF®.

Task 1081: User Account Security Edit List

User Account Security Edit List

Required: Enter Username

Required: Enter Fiscal Year Range [ex: YYYY] From: To:

Run as ☐ Preview ☐ Print ☐ PDF ☐ CSV ☒ Excel

If Printing use Duplex ☒ Yes ☐ No

GL_User_Account_Security - Excel

User Name	User Description	FY	Account#	Account Description	Access Type
EL	EI	2025	0100-000-0000-000-00-10400	CASH, TRASH	Write
EL	EI	2025	0100-000-0000-000-00-12700	TRASH CHARGES A/R	Write
EL	EI	2025	0100-000-0000-000-00-20200	ACCOUNTS PAYABLE, TRASH	Write
EL	EI	2025	0100-000-0000-000-00-20210	ACCURED PAYROLL, TRASH	Write
EL	EI	2025	0100-000-0000-000-00-29800	DEF REVENUE, TRASH CHARGES	Write
EL	EI	2025	0100-000-0000-000-00-26730	DEF REVENUE, TRASH LIENS	Write
EL	EI	2025	0100-000-0000-000-00-26999	REFUNDS DUE (W/ST/ST)	Write
EL	EI	2025	0100-000-0000-000-00-32110	F/B RES FOR ENCUMB, TRASH	Write
EL	EI	2025	0100-000-0000-000-00-32160	BROUGHT FORWARD ARTICLES, TRASH	Write
EL	EI	2025	0100-000-0000-000-00-32711	F/B RESERVED FOR EXP - (2019)RETAINED	Write
EL	EI	2025	0100-000-0000-000-00-35900	UNDES FUND BALANCE, TRASH	Write
EL	EI	2025	0100-000-0000-000-00-35906	TRASH RETAINED EARNINGS	Write
EL	EI	2025	0100-000-0000-000-00-38200	RES FOR ENCUMB, TRASH	Write
EL	EI	2025	0100-000-0000-000-00-39100	REVENUE, TRASH	Write
EL	EI	2025	0100-000-0000-000-00-40200	REVENUE, TRASH	Write

With this feature all users will be able to see a precise list of the accounts to which they have access.

[ADM-AUC-SY-8350]