

# Finance Account Rights (User Group)

Last Modified on 04/02/2024 10:35 am CDT

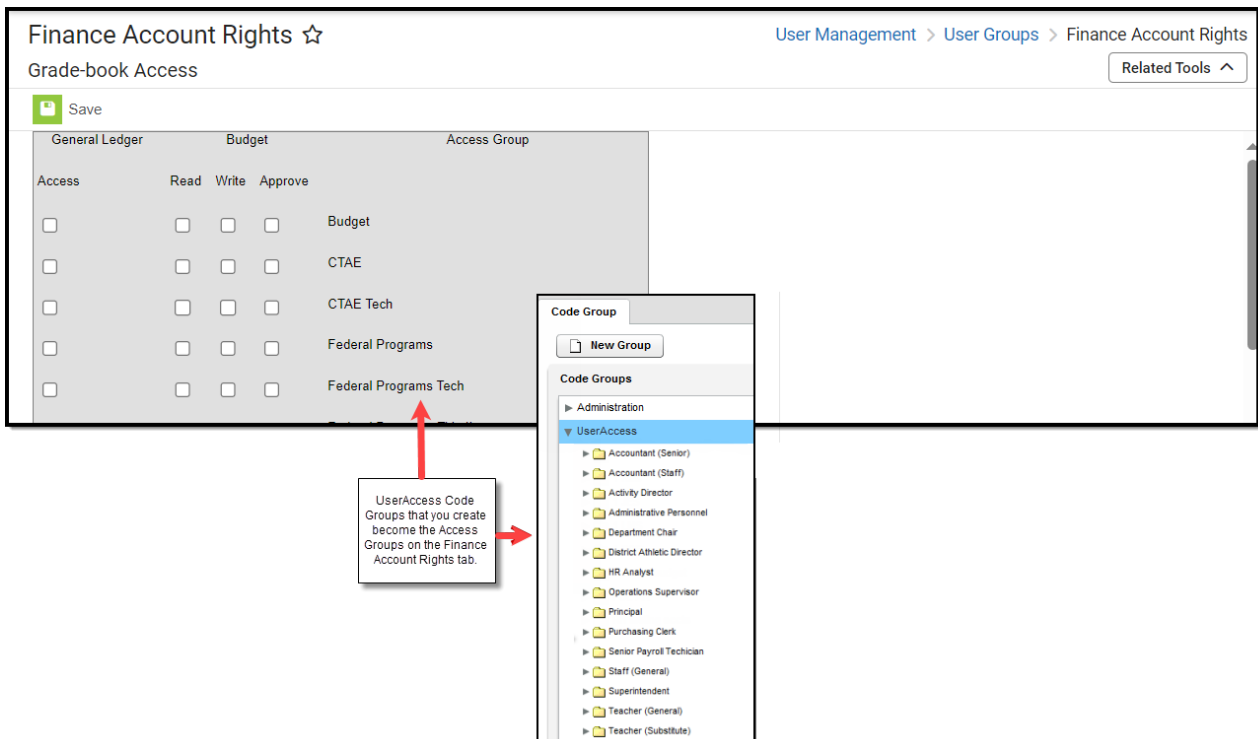
Tool Search: Finance Account Rights

Access Groups control access to General Ledger accounts and access to Budgets. Access Groups are the [UserAccess Code Groups](#) set up in the General Ledger application.

Until you assign an Access Group to a user, the user cannot access any General Ledger accounts. When you give General Ledger Access to a user, the user is given access to the General Ledger Accounts within the User Access [Code Group](#) for all transactions, reporting and inquiries.

When you give a user Read, Write, or Approve Budget access to an Access Group, you specify the Budget Centers to which the user has access. For more information, see the [Creating Budget Centers](#) article.

Access Groups are assigned on the [Finance Account Rights](#) tab. The Finance Account Rights tab is part of the [User](#) and [User Group](#) toolsets.



## To Control Account Access

Step	Description
1	Set up the User Access <a href="#">Code Group</a> . Code Groups are filters that specify specific ranges of dimension code(s). Users will have access to all records that include the account codes specified in the User Access Code Group.
2	Assign Access Groups, found on the <a href="#">Finance Account Rights</a> tab, to users or user groups.

