

Users and Security

Ensuring that the ACS users in your organization have adequate security rights is a very important task. In Users and Security, you can assign user names and passwords for ACS, along with each ACS user's security rights for the different modules. In some cases, users can only perform functions on data they have entered. For example, in Contributions, a user can only post transactions that they have entered into ACS.

Security in ACS is assigned per user. Users are granted rights for each module in ACS. Rights determine whether a user has access to different areas of the software. For example, a user who does not have rights to Add/Edit Chart of Accounts in General Ledger cannot add a new account or edit an existing account.

For information about file level rights and permissions, see the topic [ACS and Network Rights and Permissions](#).