

Excel Add-ins permissions

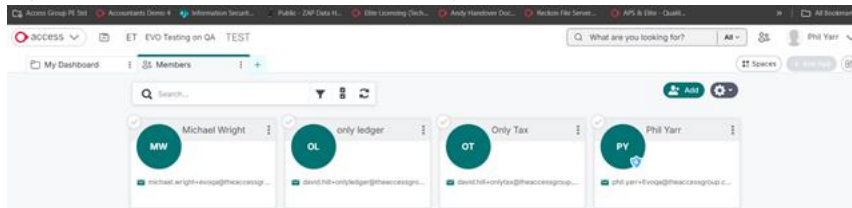
Access Ledger version 2025.07.01 changes how access security for the Excel Add-in are applied.

Setting permissions

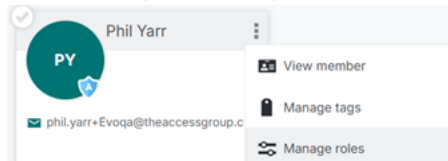
Permissions for the Access Accountants Excel Add-in are controlled via Access Evo. Each has its own permissions which are set in Access Evo.

Here's how to create users and set permissions:

1. Open Access Evo and select the required user.



2. From the options dropdown menu, select **Manage Roles**.



This displays the **Manage roles: [user name]** dialogue window.

3. In the **Products** section:
 - **Access Ledger** allows importing of data into Access Ledger from Excel.
 - **Workpapers by ChangeGPS** provides users access to the Workpapers automation tools. Currently, there are no permissions specific to Admin/Administrator or User roles. However, it is recommended to set the admin and user roles appropriately, as permissions will likely be applied to these roles in the future.

