



List of Users by Permission

Table of Contents

List of Users by Permission i

List of Users by Permission 1

List of Users by Permission

Security Administration > Reports > List of Users by Permission

This report provides a list of permissions granted by user. For example, you can generate a report of users who are granted permission to Grade Reporting or Budget Options.

Generate a report:

☐ Under **Choose Permissions for Report Listing**, a list of ASCENDER components to which users may be granted permissions is displayed.

- Click + - to expand and collapse the ASCENDER components.
- Select each component for which you want to produce a consolidated report of users sharing common permissions. For example, if you select Finance and Budget, a list of users that have been granted permission to Finance and Budget is displayed.

☐ Click **Run** to generate the report. Otherwise, click **Cancel** to clear the selections and not generate the report. [Review the report.](#)