Rights for User Roles

The Rights tab determines what transactions each User Role can see.

For example, each User Role can be set to view the following sets of transactions:

- All transactions for the company
- The user's own transactions
- Transactions to or from entitled accounts
- Transactions of everyone with the same role
- No transactions

View rights for each Transaction Type can be set separately in the Rights tab, by selecting view and then the scope of the permissions, as described in the table below.

Rights descriptions

Right	Permission
All	Can view all transactions
Role	Can view all transactions of others with the same role (for Corporate users only)
Account	Can view transactions to or from entitled accounts
Own	Can view your own transactions, but cannot view transactions by any other users
None	Cannot view any transaction

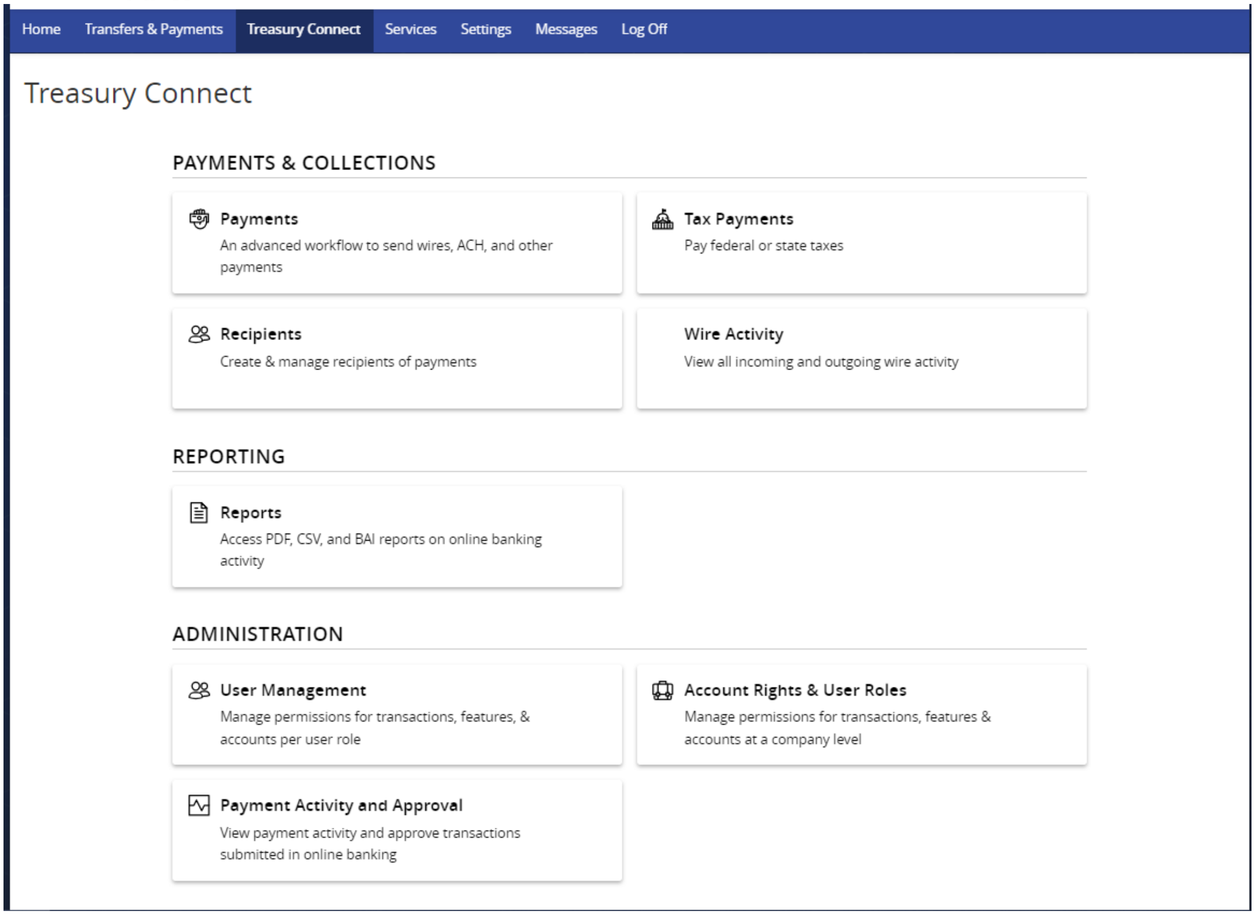
Note: Your experience may be different from the user interface described, based Security National Bank's custom configuration.

Editing rights for User Roles

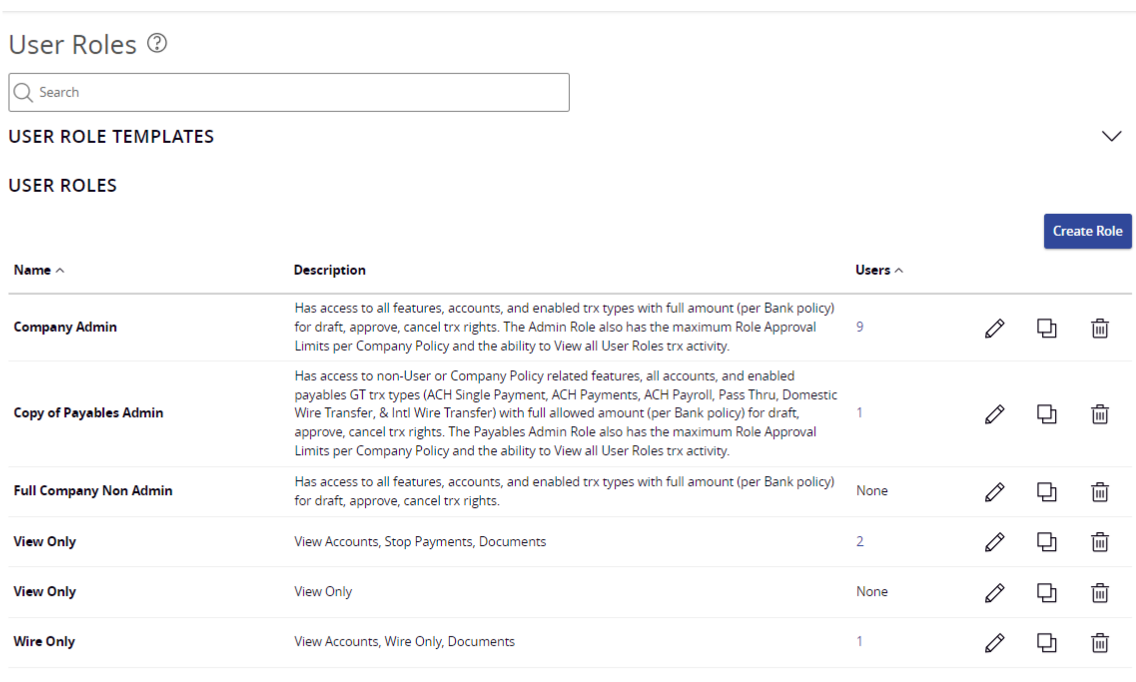
You can edit the rights for each User Role to manage what activity each User Role can view and interact with.

To edit rights:

1. In the navigation menu, select Treasury Connect > Account Rights and User Roles. The User Roles page appears.

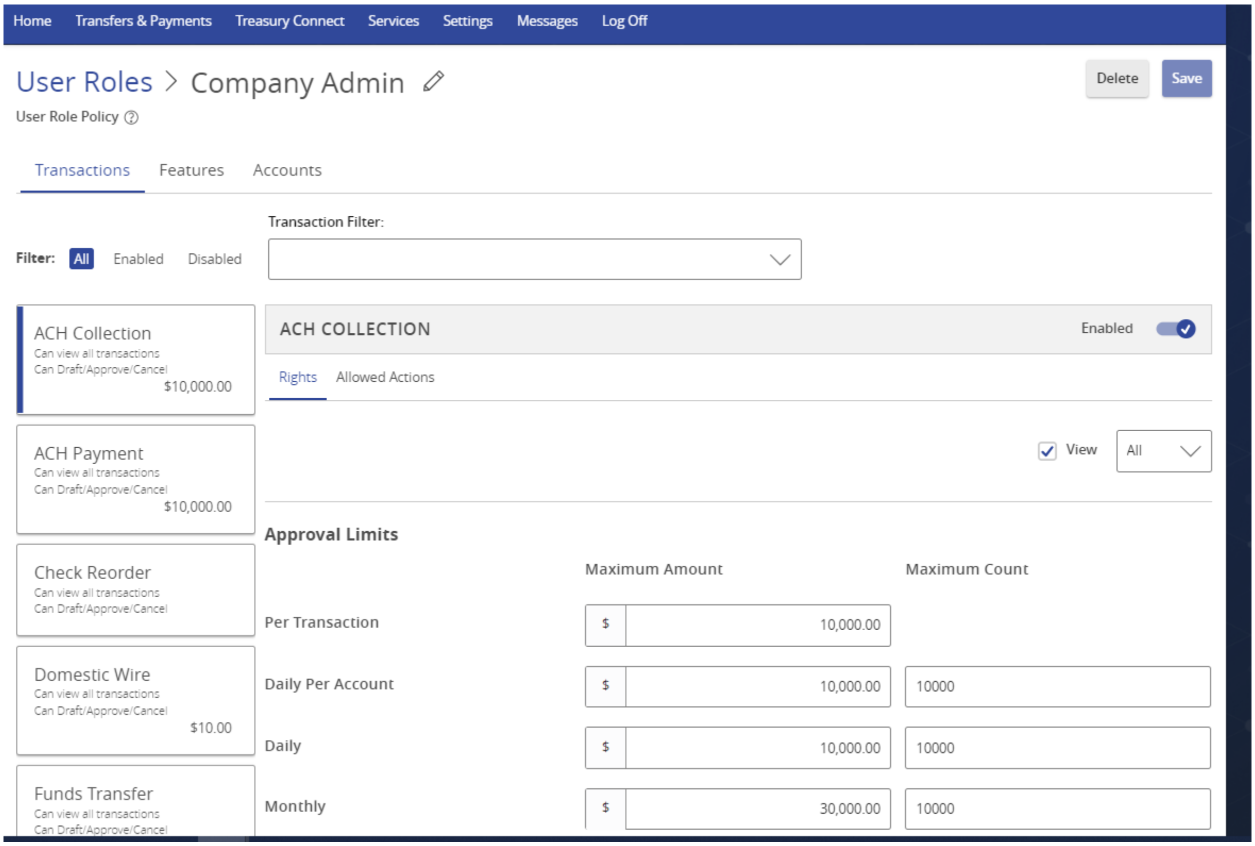


2. Select the edit icon in the desired User Role's row.

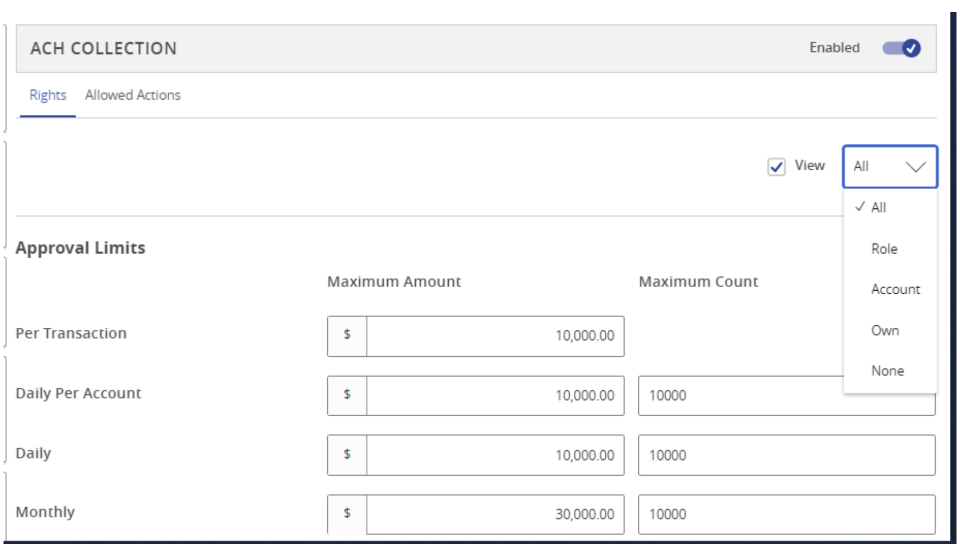


Name	Description	Users
Company Admin	Has access to all features, accounts, and enabled trx types with full amount (per Bank policy) for draft, approve, cancel trx rights. The Admin Role also has the maximum Role Approval Limits per Company Policy and the ability to View all User Roles trx activity.	9
Copy of Payables Admin	Has access to non-User or Company Policy related features, all accounts, and enabled payables GT trx types (ACH Single Payment, ACH Payments, ACH Payroll, Pass Thru, Domestic Wire Transfer, & Intl Wire Transfer) with full allowed amount (per Bank policy) for draft, approve, cancel trx rights. The Payables Admin Role also has the maximum Role Approval Limits per Company Policy and the ability to View all User Roles trx activity.	1
Full Company Non Admin	Has access to all features, accounts, and enabled trx types with full amount (per Bank policy) for draft, approve, cancel trx rights.	None
View Only	View Accounts, Stop Payments, Documents	2
View Only	View Only	None
Wire Only	View Accounts, Wire Only, Documents	1

3. The selected User Role page appears.



4. Select the desired Transaction Type. Select a view right on the Rights tab.



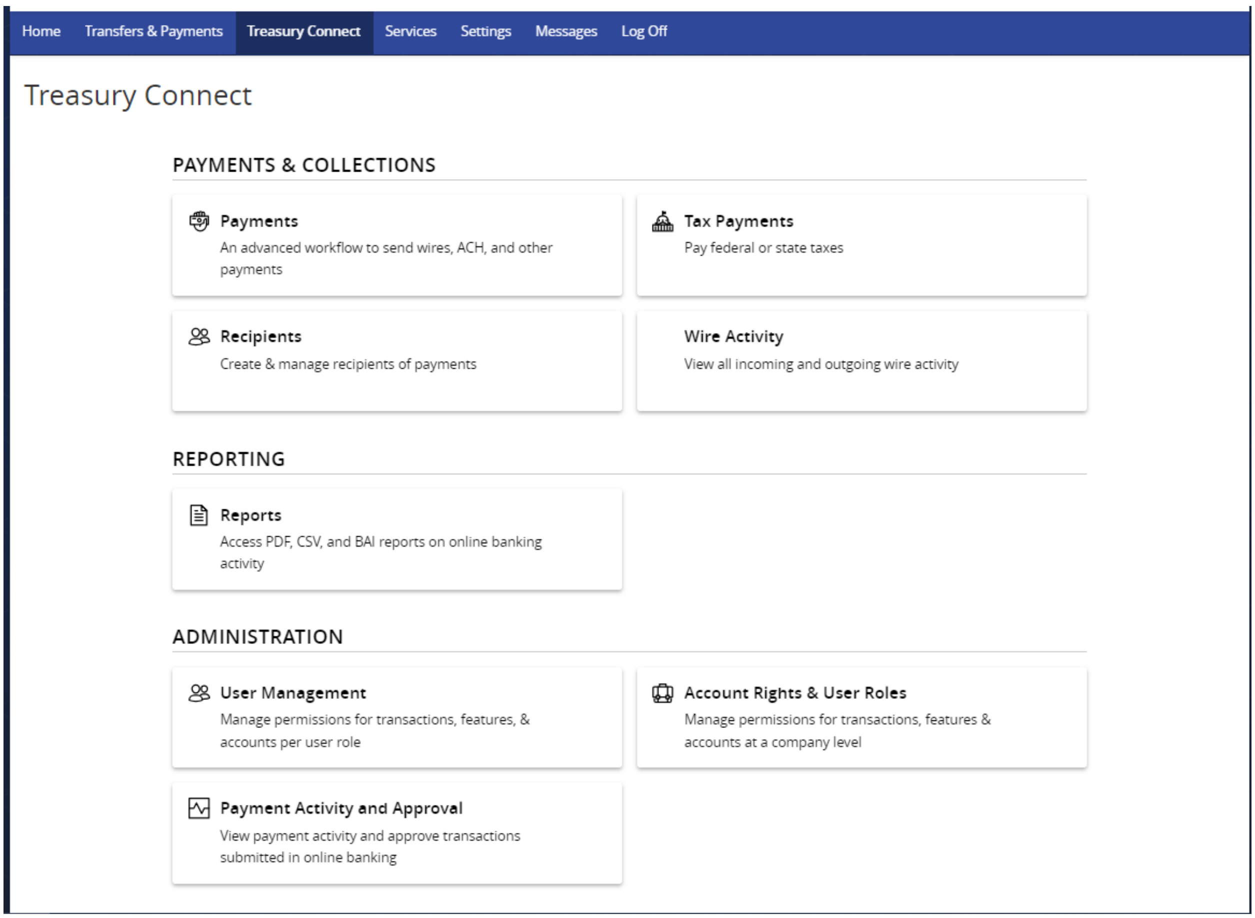
5. Select Save.

Editing User Role Transaction Type Allowed Actions

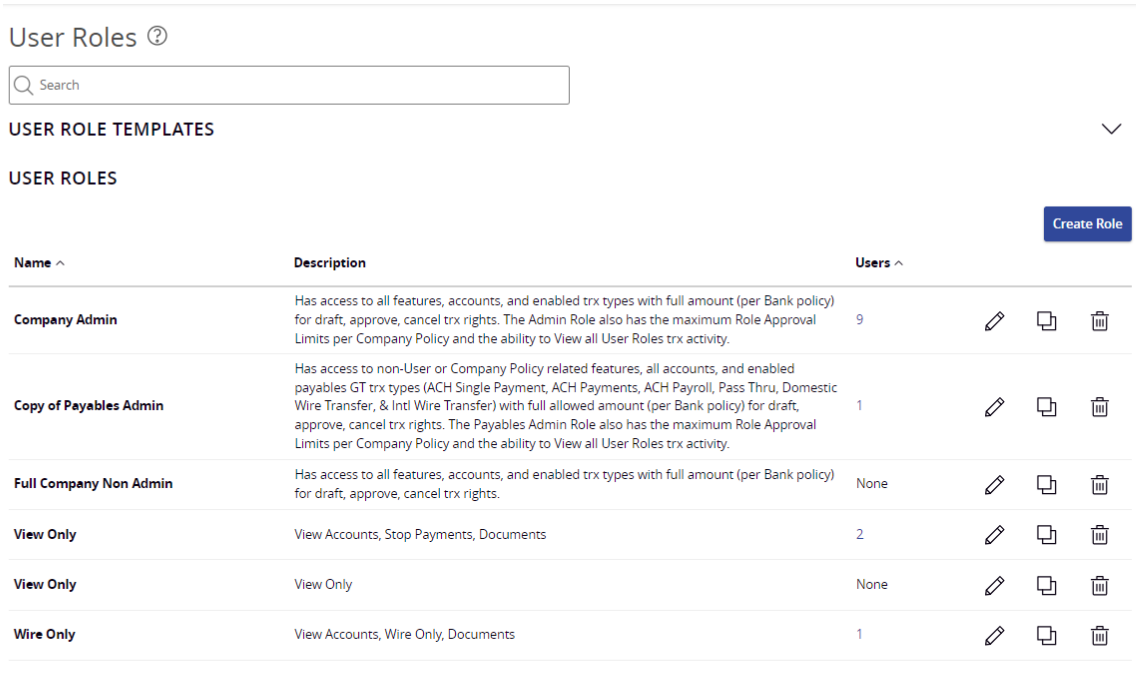
Editing a User Role's Allowed Actions for a transaction type allows you to control the degree to which a specific user role can interact with a specific transaction type. Editing each Transaction Type's actions is especially useful if a role needs varying degrees of control for different Transaction Types.

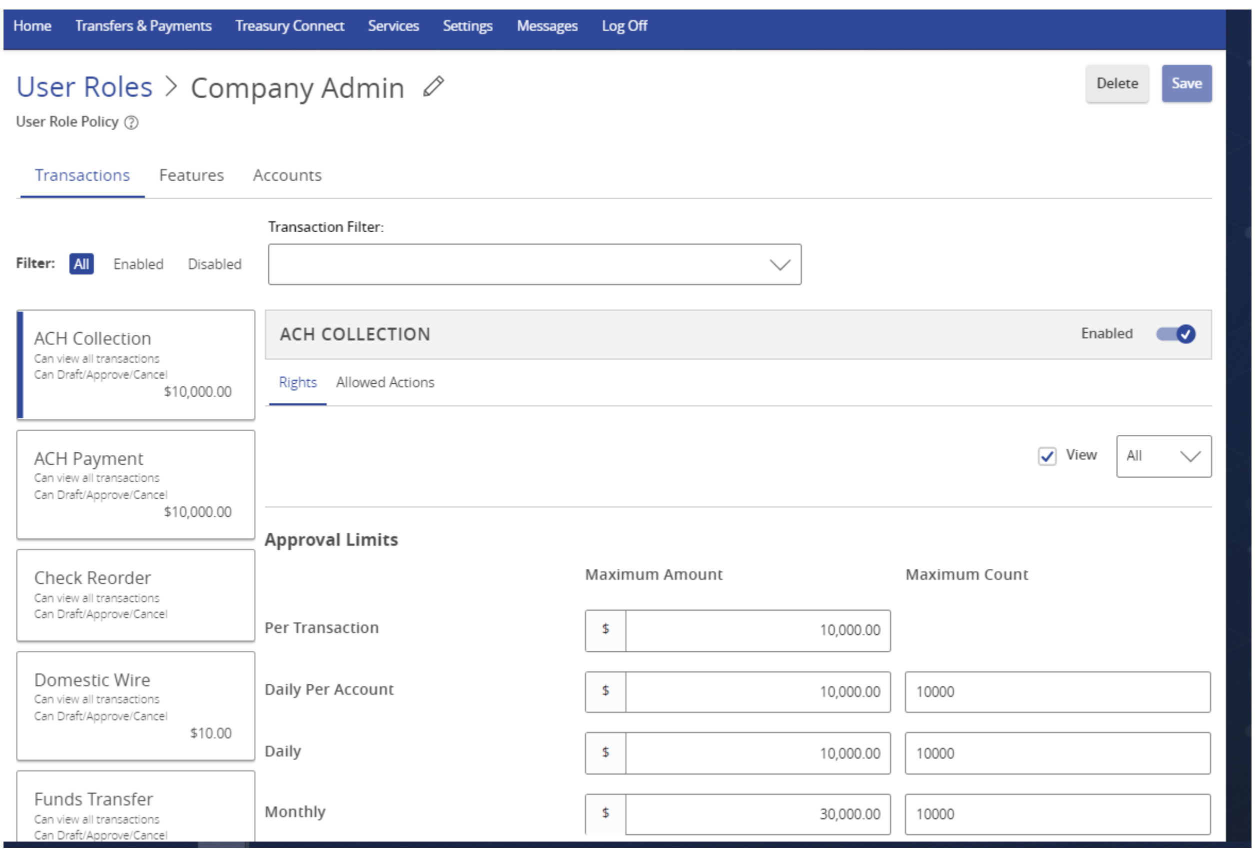
To edit a User Role's Allowed Actions for a Transaction Type

1. In the navigation menu, select Treasury Connect >Account Rights and User Roles.

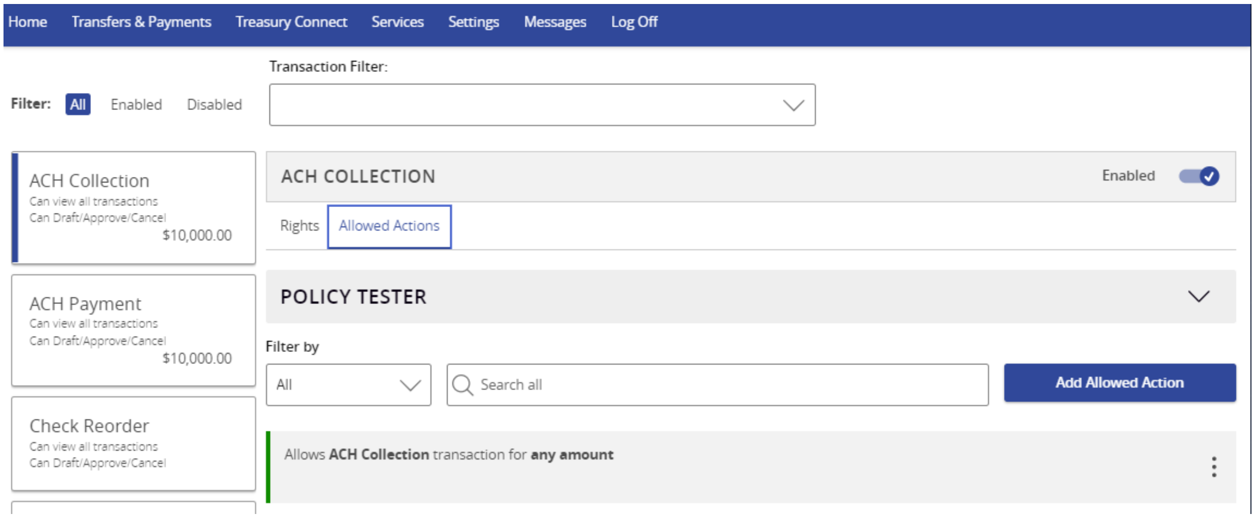


2. Select the edit icon for the desired User Role. The selected User Role page appears.

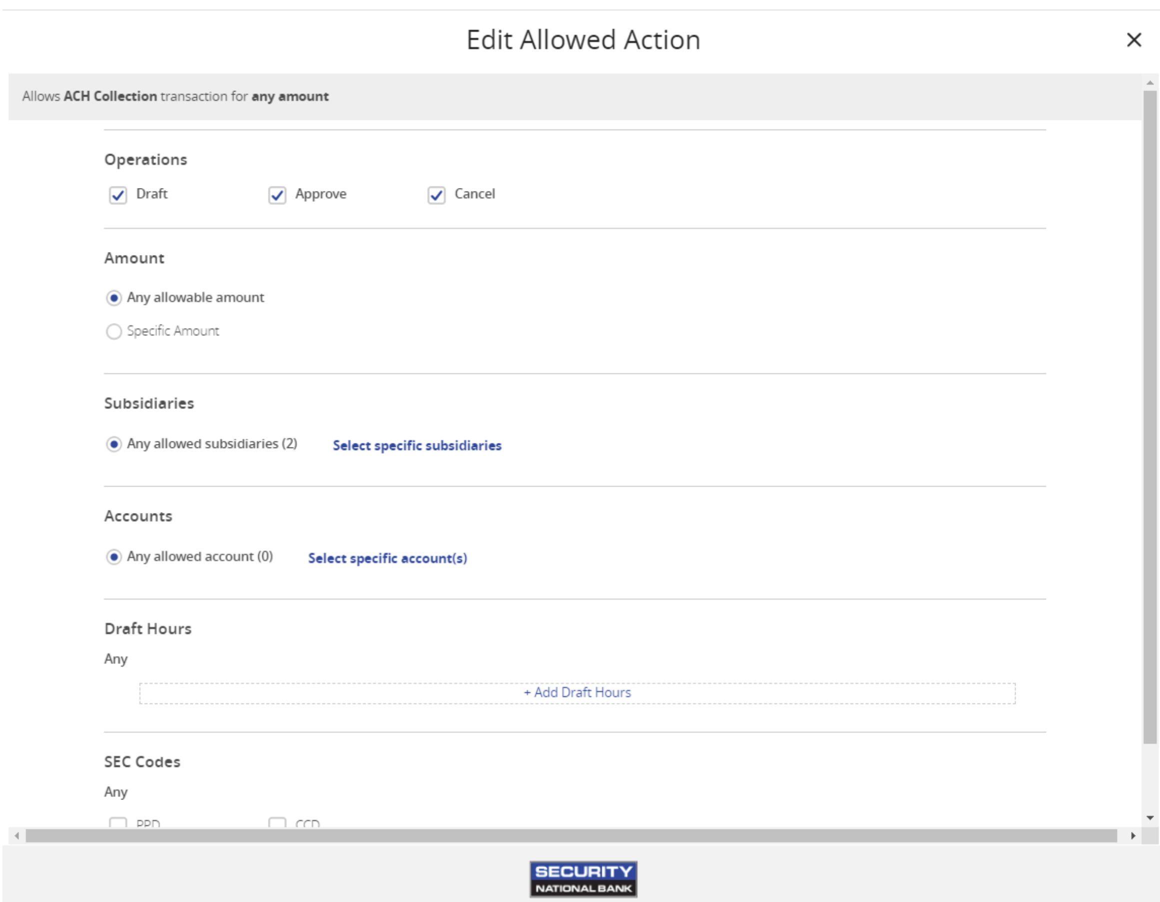




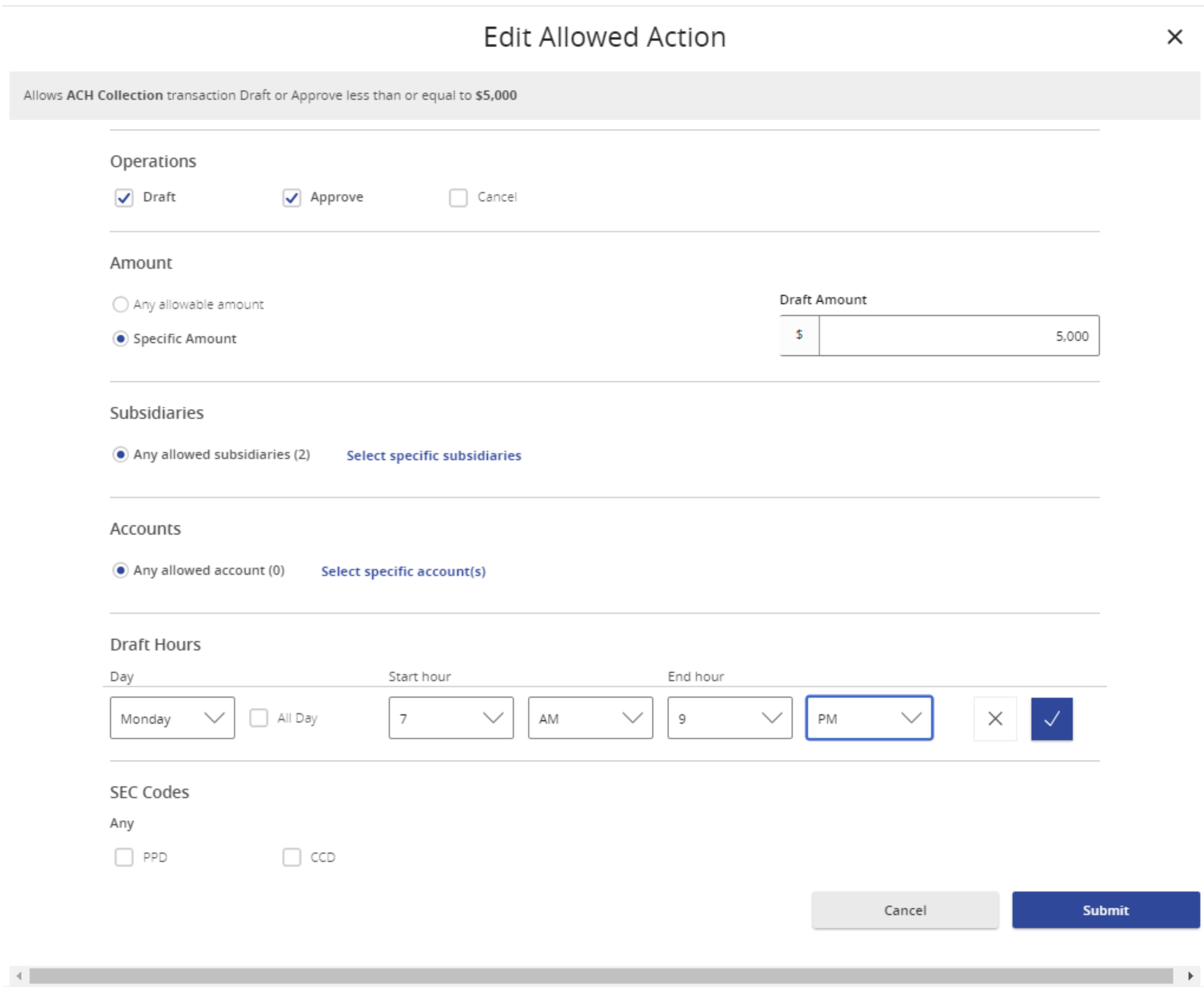
3. Select the name of the Transaction Type for which you are creating an action, then select the Allowed Actions tab for the selected Transaction Type.



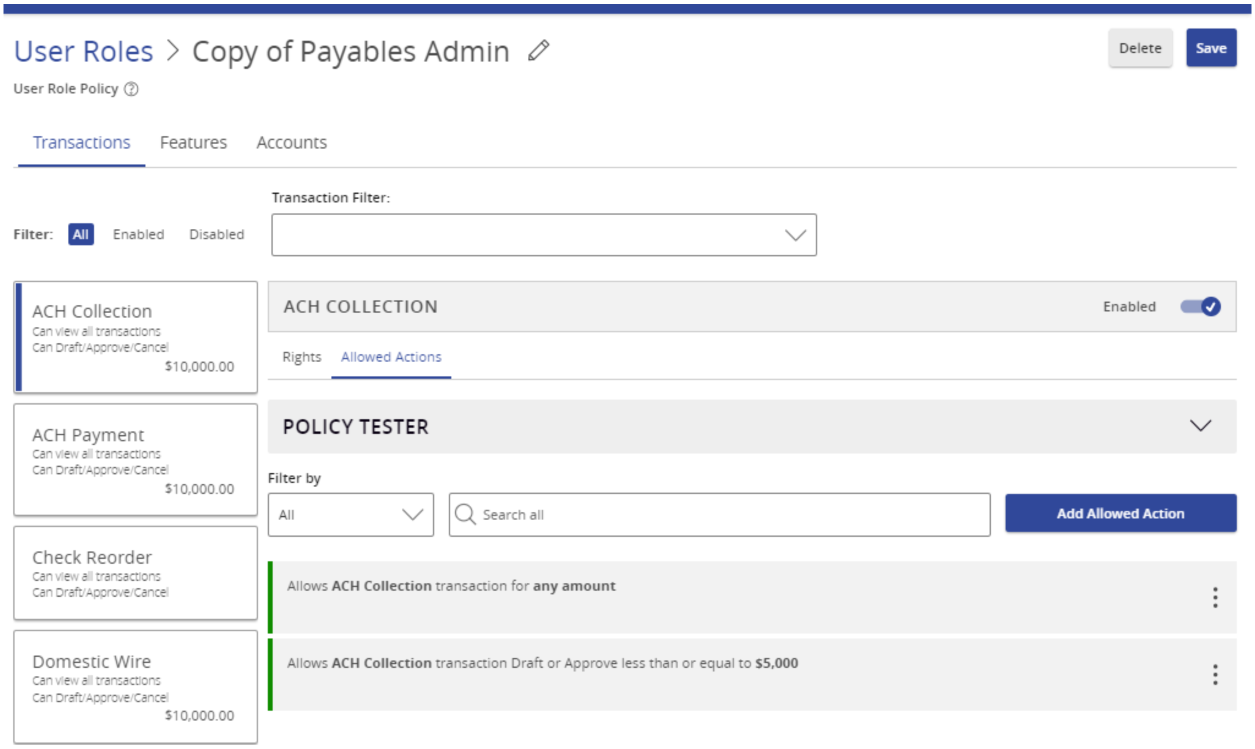
4. Create additional actions by selecting Add Allowed Action. The Edit Allowed Action page for the selected Transaction Type appears.



5. Add the action by editing the following:
    a. Amount: Enter a maximum draft amount. You can select Any to allow any amount.
    b. Approvals: Select the (-) or (+) icons to decrease or increase the number of required approvals.
    c. Subsidiaries: Select the Subsidiaries for the rule.
    d. Accounts: Select the Group(s) or account(s) for the rule.
    e. Draft Hours: The start and stop times set for creating a draft transaction, available for the Transaction Type per the Allowed Action criteria.
    f. Location: Regions available for the Transaction Type per the Allowed Action criteria.
    g. IP Addresses: IP addresses from which a transaction can be performed.
    h. SEC Codes: Select the Standard Entry Class Code(s) (for ACH Transactions only).



6. Select Submit to commit the changes. The summary appears above the new action.



7. Select Save to save the policy changes. A message appears confirming the changes.

   Note: If Dual Action of non-financial transactions is enabled, User Role Policy changes require approval from a different User with Manage User Role rights enabled. Select Approve or Reject to approve or reject the changes.

Using the Policy Tester for a User Role

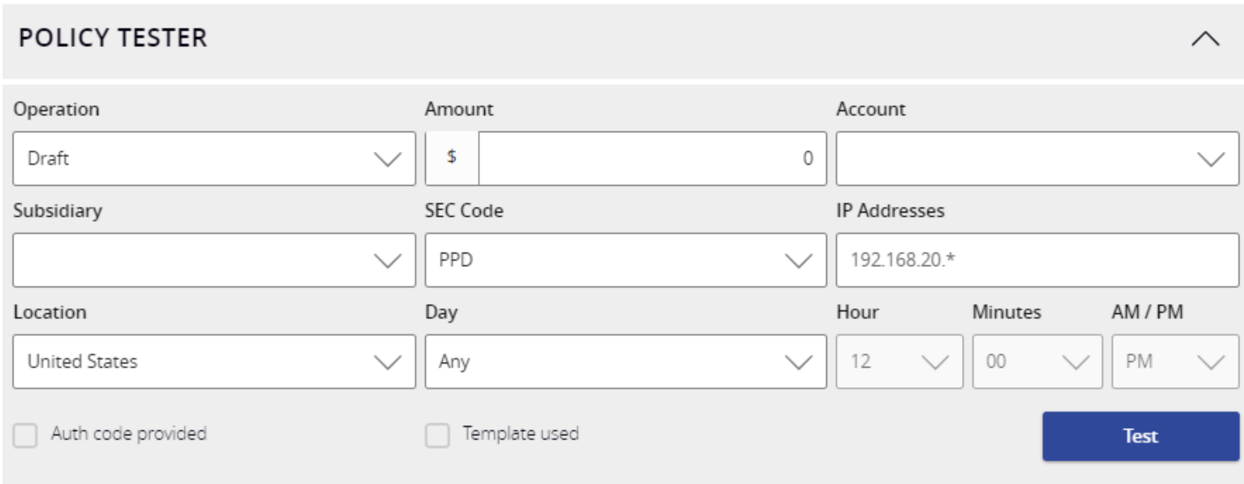
Use the Policy Tester to test out potential Allowed Action edits before making permanent changes.

To use the Policy Tester

1. In the navigation menu, select Treasury Connect > Account Rights and User Roles.
2. Select the edit icon for the desired User Role.
3. Select the Transaction Type, and then select the Allowed Actions tab.
4. Expand the Policy Tester section and configure the following information:
   - Operation
   - Amount
   - Account
   - Subsidiary
   - SEC Code (for ACH transactions only)
   - IP Addresses

- Location
- Day
- Hour, Minutes, and AM / PM

(Optional) Select Template used to test whether the transaction can be submitted by a Draft Restricted User.



5. Select Test. The Policy Results appear and indicate whether the User Role, company policy, and FI settings will allow or deny the transaction, depending on your Allowed Actions. If the policy tester fails, a highlighted message appears with details of why the test failed and which entitlement caused the test to fail.