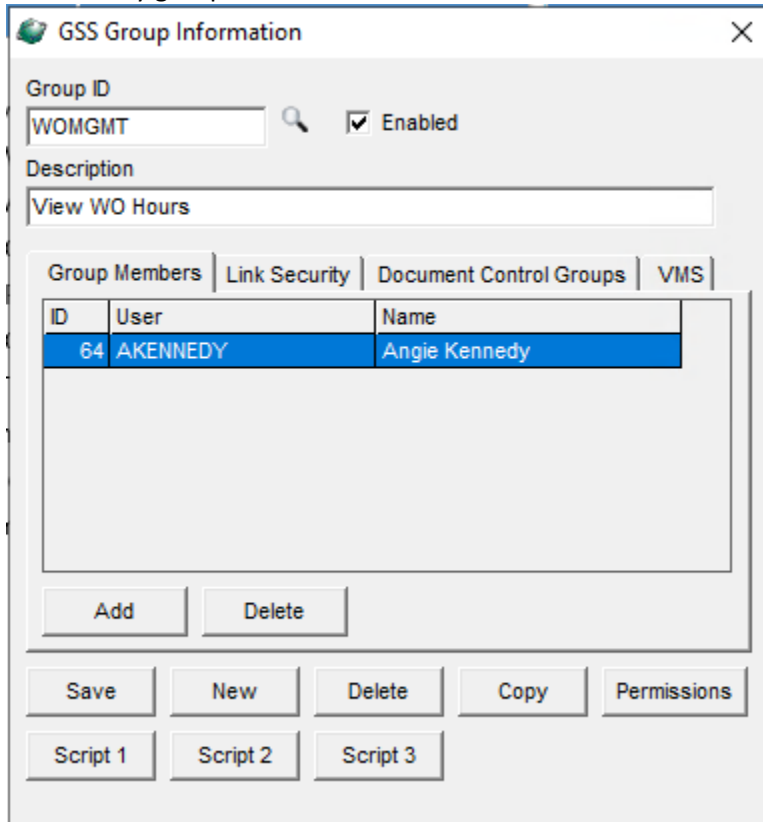


By default, employees will not be able to view the dollars if they're not a part of the WOMGMT security group. To set up someone that CAN view, a user with GSS admin privileges will need to

1. Navigate to System Support > File > Group Security Maintenance.
2. Select the browser (magnifying glass) next to the "Group ID" field and select the "WOMGMT" security group



The screenshot shows the 'GSS Group Information' window. The 'Group ID' field is set to 'WOMGMT' and is checked as 'Enabled'. The 'Description' field contains 'View WO Hours'. Below this, there are tabs for 'Group Members', 'Link Security', 'Document Control Groups', and 'VMS'. The 'Group Members' tab is active, showing a table with one member: ID 64, User AKENNEDY, and Name Angie Kennedy. Below the table are 'Add' and 'Delete' buttons. At the bottom of the window are buttons for 'Save', 'New', 'Delete', 'Copy', 'Permissions', 'Script 1', 'Script 2', and 'Script 3'.

ID	User	Name
64	AKENNEDY	Angie Kennedy

3. Click "Add" and make your selection of employees who CAN view the dollar amounts.
4. Hit "Save"

If at any point you wish to change the name of the security group, let Brandon Medina know or other GSS programmer to change the script to reflect that name change.