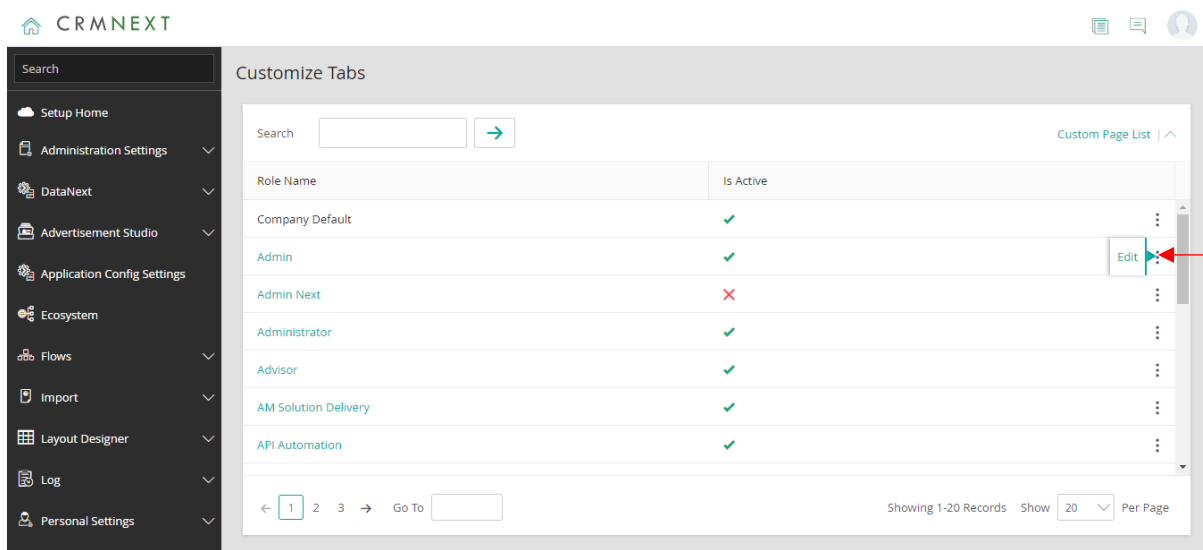


Steps: How to Give Access for an Object on a Particular Role

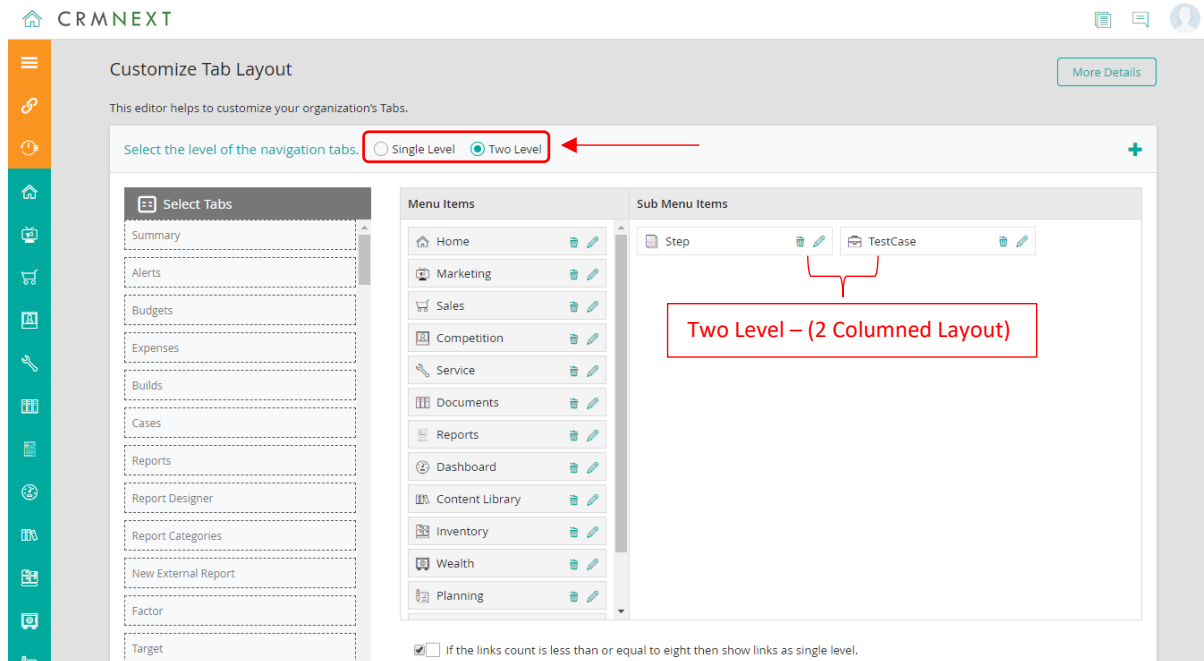
Step 1: Go to Administrative settings and click on Custom Tab Layout.



Step 2: After clicking on Custom Tab Layout, respective custom page is opened in which list of roles are defined. Select the Role to which object accessibility must be given.

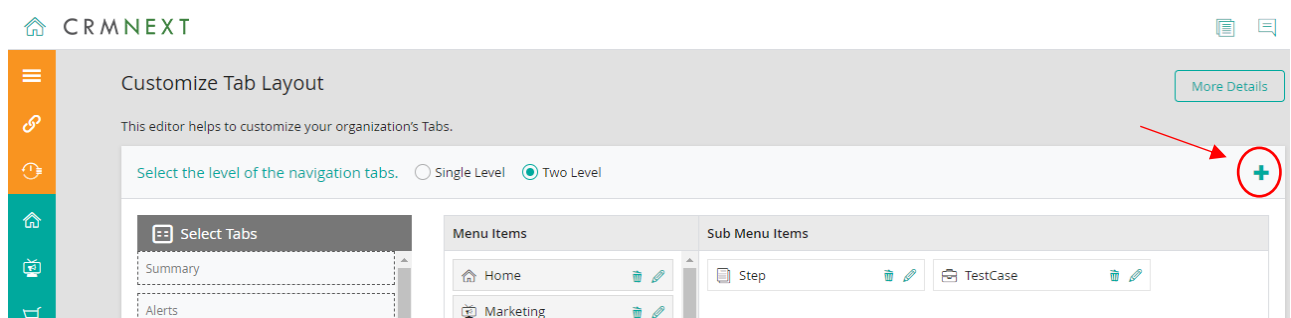


Step 3: Select the role, let us say I want to give access to the Admin Role. Go to three dots on right, as mentioned in the above figure and click on Edit. This will redirect to Admin Custom Tab Layout.

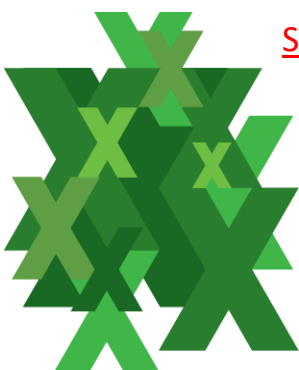


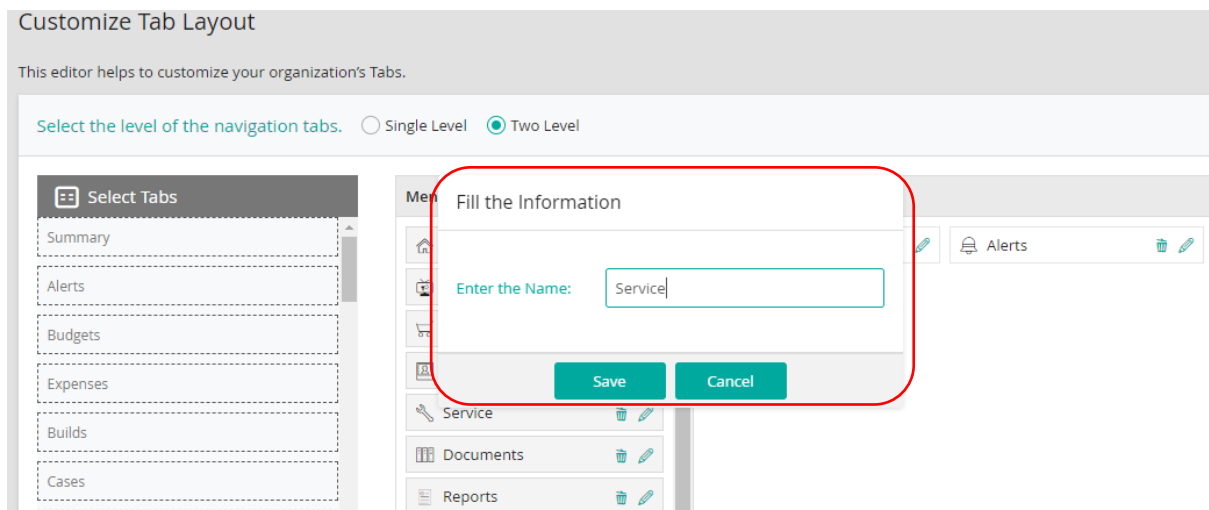
Step 4: Select the type of level you want to have in the layout. (i.e Single level or two level).

Step 5: In menu items, view of all the contents in the menu are displayed and can be edited accordingly. Here, the view of the main menu and its sub menu can be edited or arranged accordingly.



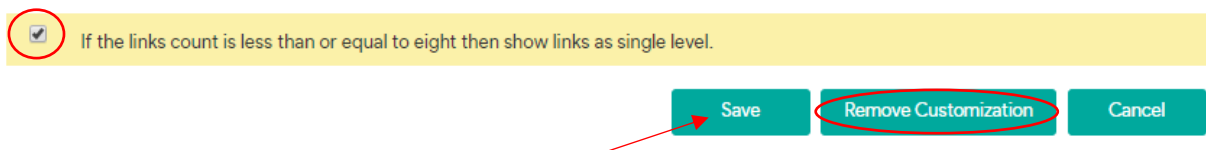
Step 6: To add a new menu item, go to “+” button on the right and click it. A small new window is popped up. Name the new menu item. As shown in figure given below. (Let us say I name it as *Service*)





Step 7: Remove Customization: Using this we can reset all the customization and return to system default.

If total menu items are 8 or less than 8, then it will remain as single level as a default view.



Step 8: Else, Save the Changes by clicking on the save button.

