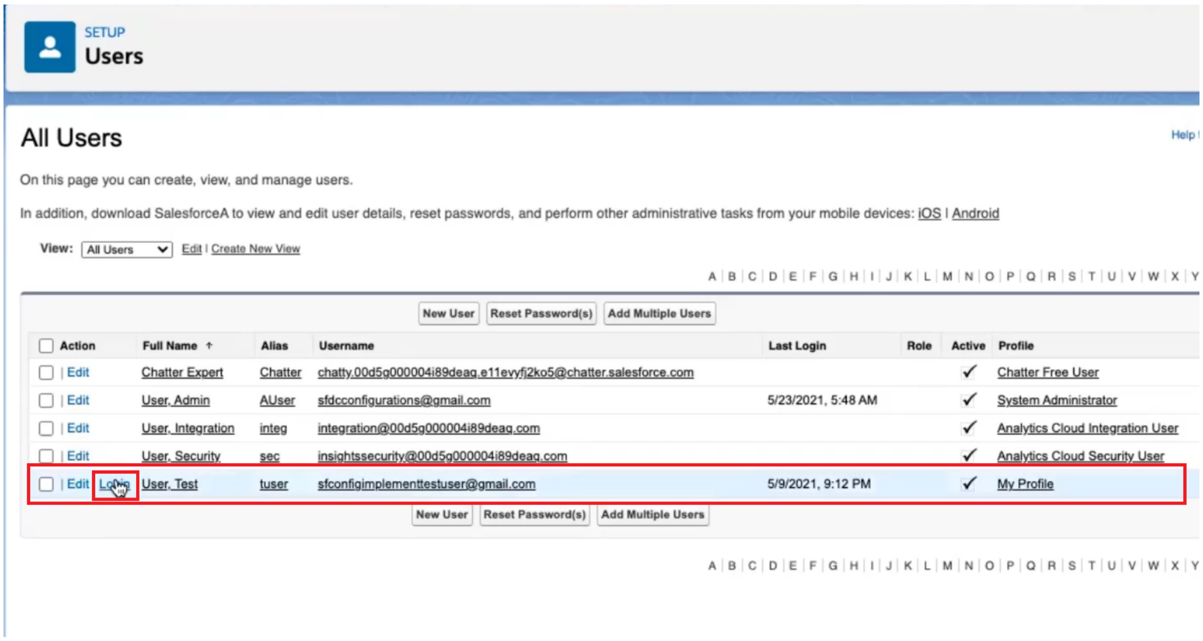
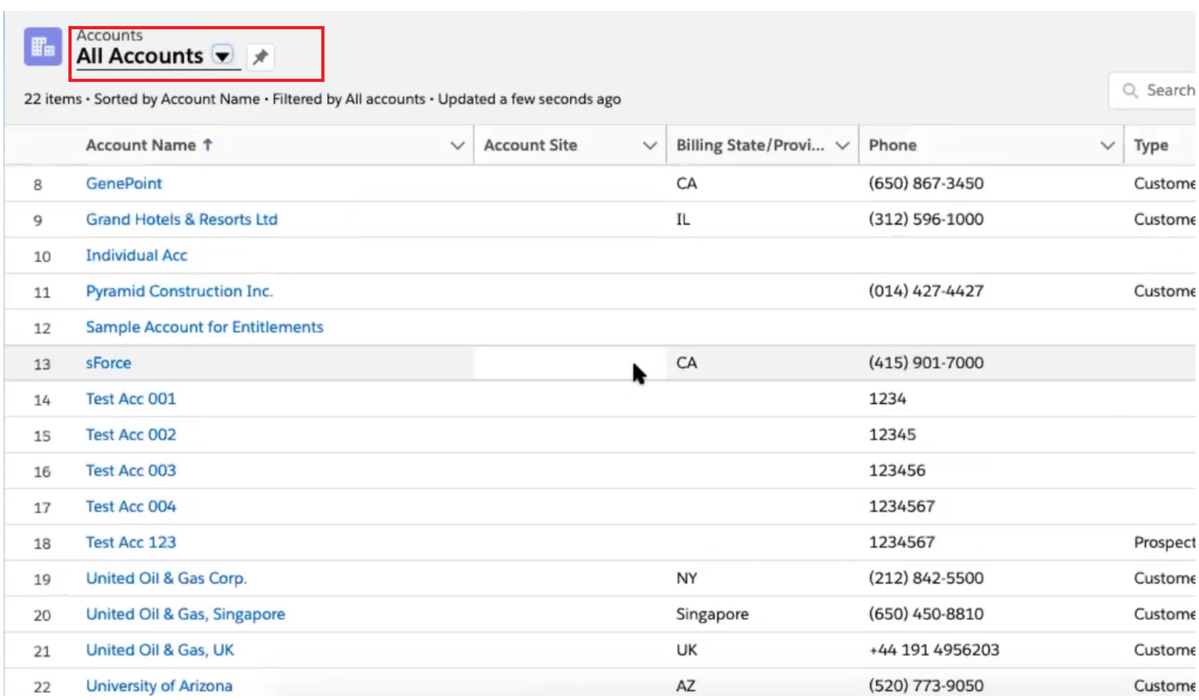
Lecture4: Record Level Security - OWD

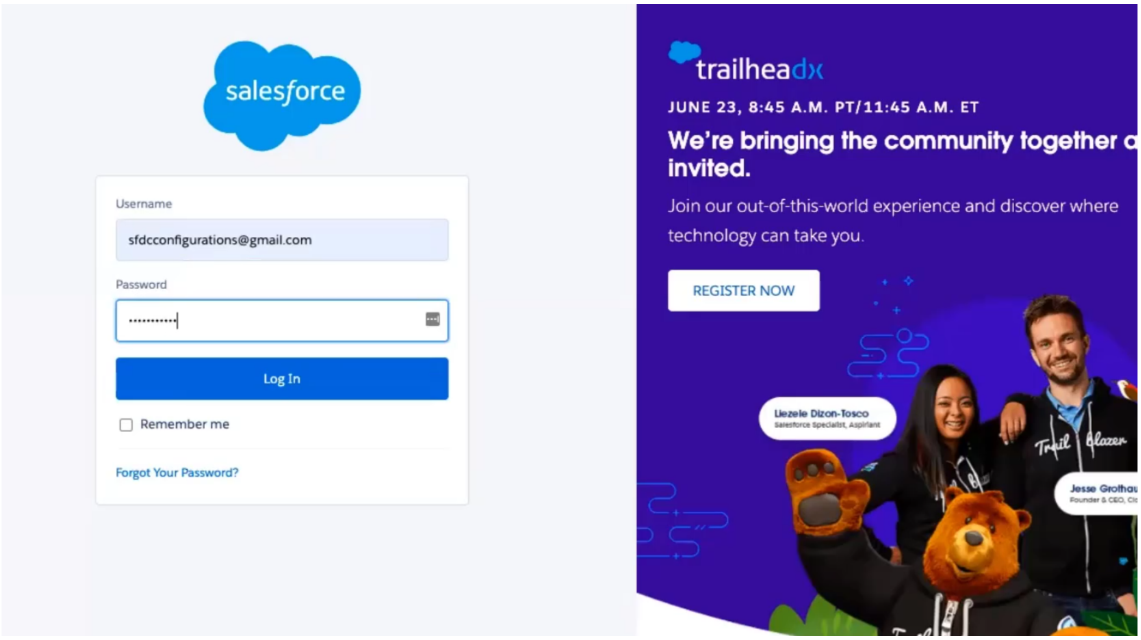
Step 1: The first step is to search for Users and then click on the Login button located on the fifth option. So, that you can see how many records this user has.



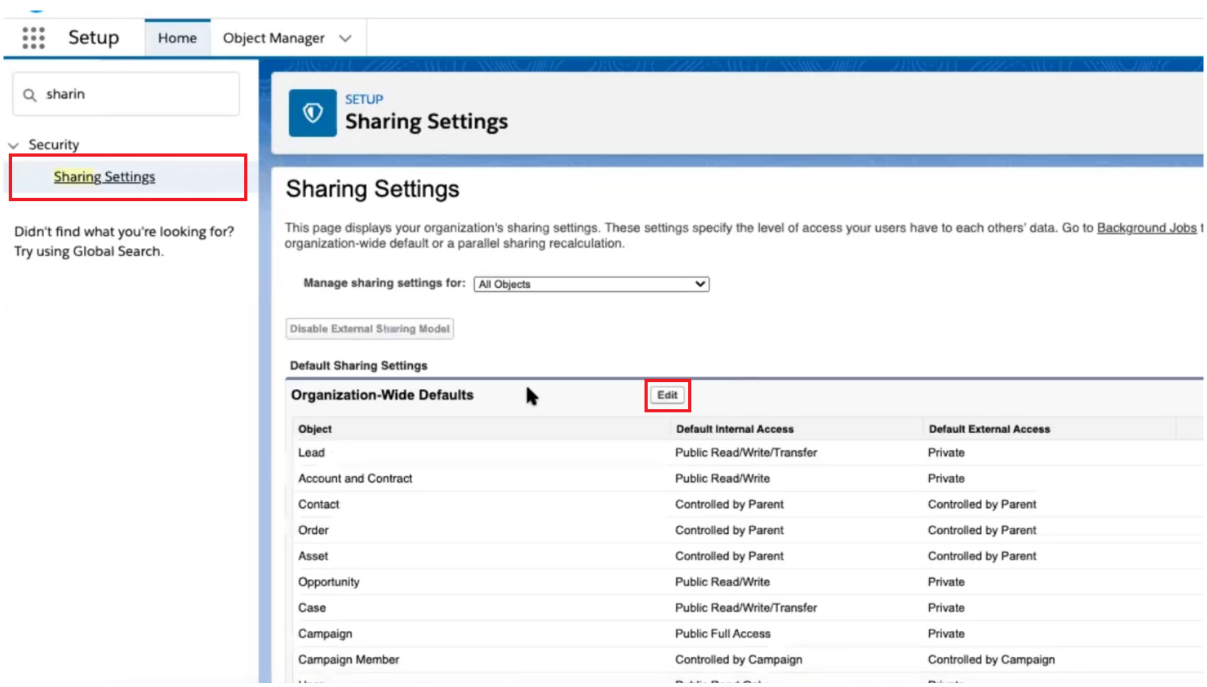
Step 2: Now if you click on the All Accounts, so you can able to see that the user has 22 account records that are created by an admin user.



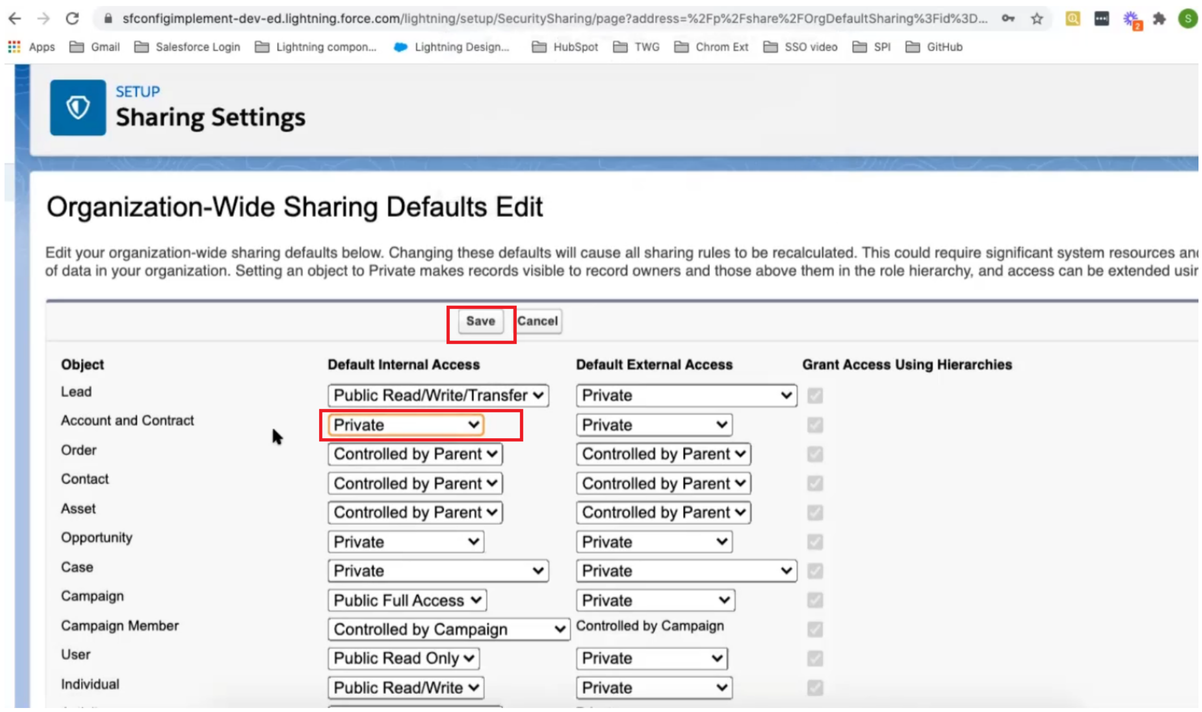
Step 3: Now log out with the test user and log in with the admin user to control the record level security.



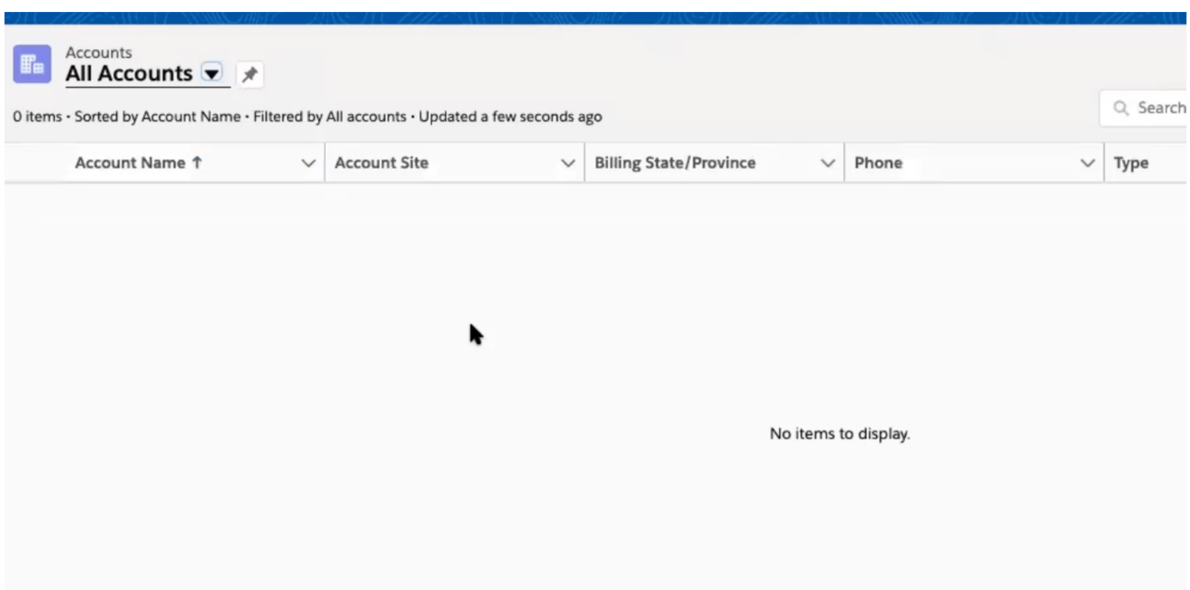
Step 4: First you need to restrict sharing of records, for that you have to search for sharing settings and click on the edit button.



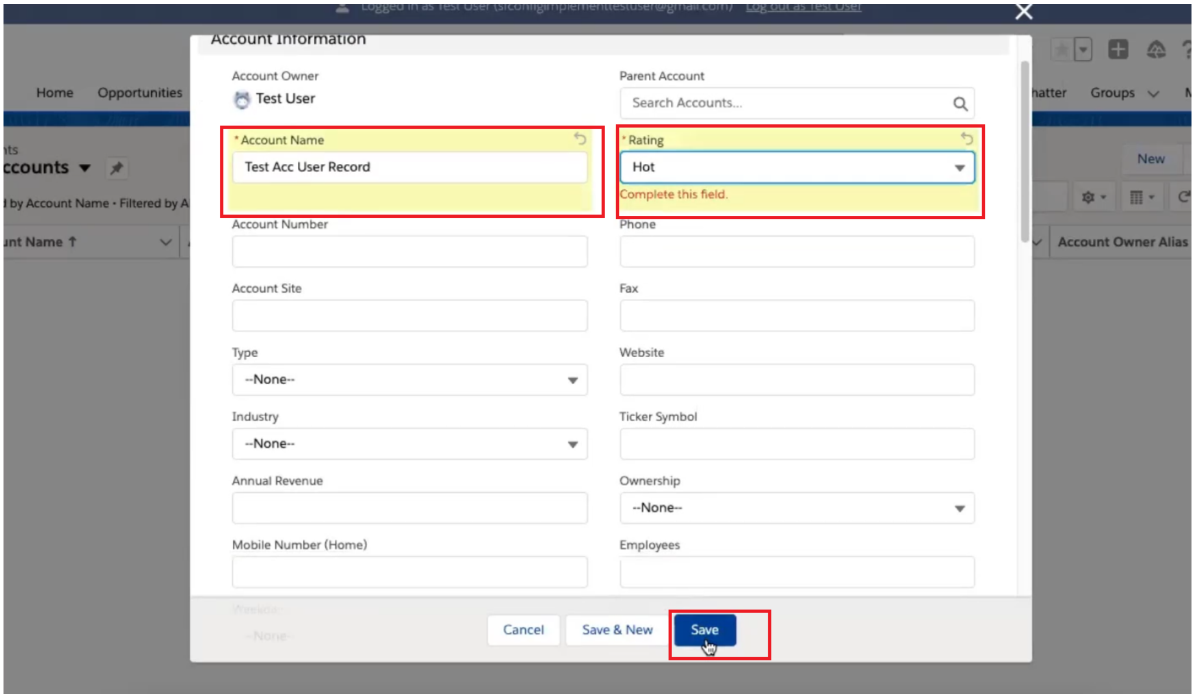
Step 5: As you can see in the previous image that the "**Account and Contract**" is set as the "**Public Read/Write**" option. Instead of the "**Public Read/Write**" option, you need to set it as the "**Private"** option. And click on the Save button.



Step 6: Now, you need to log in with the test user again. And this time you will see test user can view only those records which are owned by the test user. As you can see that this test user does not own any records.



Step 7: Let's create one new record. Naming it as Test Acc User Record, selecting a rating as hot, and click on the Save button. And then this record will be created.



Step 8: Now if you will click on the Account option, it will show the record that you created as the owner of this account is the test user.