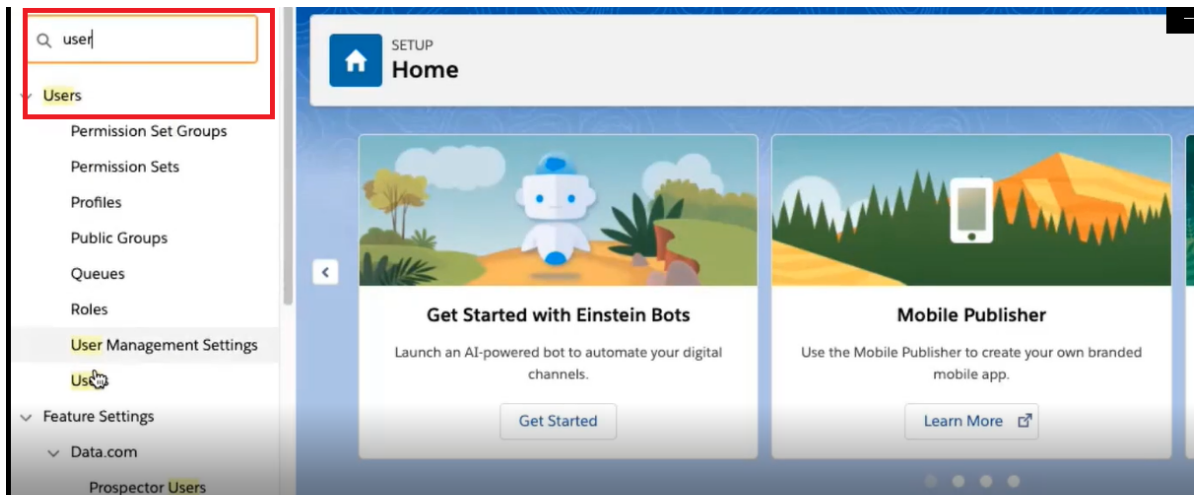


**Step 1:** On the right side, search for users and choose the users option.



**Step 2:** We have already created a test profile in object-level security video and they will be visible to you as shown here.

## All Users

[Help](#)

On this page you can create, view, and manage users.

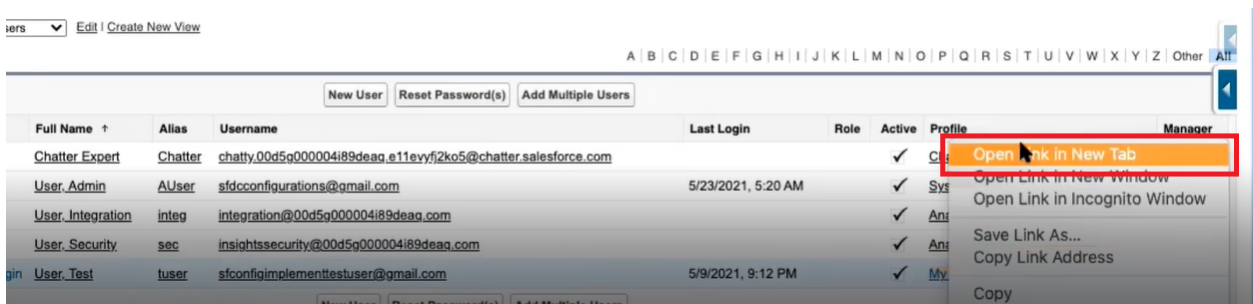
In addition, download SalesforceA to view and edit user details, reset passwords, and perform other administrative tasks from your mobile devices: [iOS](#) | [Android](#)

View: [All Users](#) [Edit](#) | [Create New View](#)

A B C D E F G H I J K L M N O P Q R S T U V W X Y

Action	Full Name ↑	Alias	Username	Last Login	Role	Active	Profile
<input type="checkbox"/>   <a href="#">Edit</a>	Chatter Expert	Chatter	chatty.00d5g000004i89deag.e11evyfj2ko5@chatter.salesforce.com			✓	Chatter Free User
<input type="checkbox"/>   <a href="#">Edit</a>	User_Admin	AUser	sfdcconfigurations@gmail.com	5/23/2021, 5:20 AM		✓	System Administrator
<input type="checkbox"/>   <a href="#">Edit</a>	User_Integration	integ	integration@00d5g000004i89deag.com			✓	Analytics Cloud Integration User
<input type="checkbox"/>   <a href="#">Edit</a>	User_Security	sec	insightssecurity@00d5g000004i89deag.com			✓	Analytics Cloud Security User
<input type="checkbox"/>   <a href="#">Edit</a>   <a href="#">Login</a>	User_Test	tuser	sfconfigimplementtestuser@gmail.com	5/9/2021, 9:12 PM		✓	My Profile

**Step 3:** Open the profile in the new tab as displayed in the picture.



**Step 4:** Select the object settings option of the profile from the newly opened tab.

**SETUP Profiles**

**Assigned Apps**  
Settings that specify which apps are visible in the app menu

**Assigned Connected Apps**  
Settings that specify which connected apps are visible in the app menu

**Object Settings**  
Permissions to access objects and fields, and settings that specify which record types, page layouts, and tabs are visible

**App Permissions**  
Permissions to perform app-specific actions, such as "Manage Call Centers"

**Apex Class Access**  
Permissions to execute Apex classes

**Visualforce Page Access**  
Permissions to execute Visualforce pages

**External Data Source Access**  
Permissions to authenticate against external data sources

**Named Credential Access**  
Permissions to authenticate against named credentials

**Flow Access**  
Permissions to execute Flows

Settings that apply to Salesforce apps, such as Sales, and custom apps built on the Lightning Platform  
[Learn More](#)

## Step 5: Click on Accounts

**SETUP Profiles**

Profile  
**My Profile**

Find Settings... Clone Delete Edit Properties

Profile Overview > Object Settings

**All Object Settings**

Object Name	Object Permissions	Total Fields	Tab Settings	Page Layouts
<b>Accounts</b>	Read, Create, Edit, Delete	46	Default On	Varies by Record Type
Alternative Payment Methods	No Access	20	Default Off	Alternative Payment Method Layout
Analytics	--	--	Default On	--
API Anomaly Event Stores	No Access	14	--	--
App Analytics Query Requests	No Access	--	--	Not Assigned
App Launcher	--	--	Default On	--
Approval Requests	--	--	Default On	--
Asset Actions	No Access	29	Default On	Asset Action Layout
Asset Action Sources	No Access	18	Default On	Asset Action Source Layout
Asset Relationships	--	10	--	Asset Relationship Layout

## Step 6: This user has the following permissions of read, create, edit and delete.

**SETUP Profiles**

Record Types	Page Layout Assignment	Assigned Record Types	Default Record Type
--Master--	Account Layout	<input type="checkbox"/>	<input type="checkbox"/>
Business Account	Business Account Layout	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Individual Account	Individual Account Layout	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

**Object Permissions**


Permission Name	Enabled
Read	<input checked="" type="checkbox"/>
Create	<input checked="" type="checkbox"/>
Edit	<input checked="" type="checkbox"/>

## Step 7: We need to focus on the option of annual revenue currently having the permissions of "Read access" and "Edit Access".

## Field Permissions

Field Name	Read Access	Edit Access
Account Name	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Account Number	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Account Owner	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Account Record Type	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Account Site	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Account Source	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Account Text	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Acc Text Area	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Acc Text Area Long	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Acc Text Area Rich	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Active	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Annual Revenue	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Billing Address	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Clean Status	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Created By	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Customer Priority	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

**Step 8:** Now we need to log in using our test profile ( test user ) as shown below:


**SETUP**  
**Users**

---

### All Users Help for this Page

On this page you can create, view, and manage users.

In addition, download SalesforceA to view and edit user details, reset passwords, and perform other administrative tasks from your mobile devices: [iOS](#) | [Android](#)

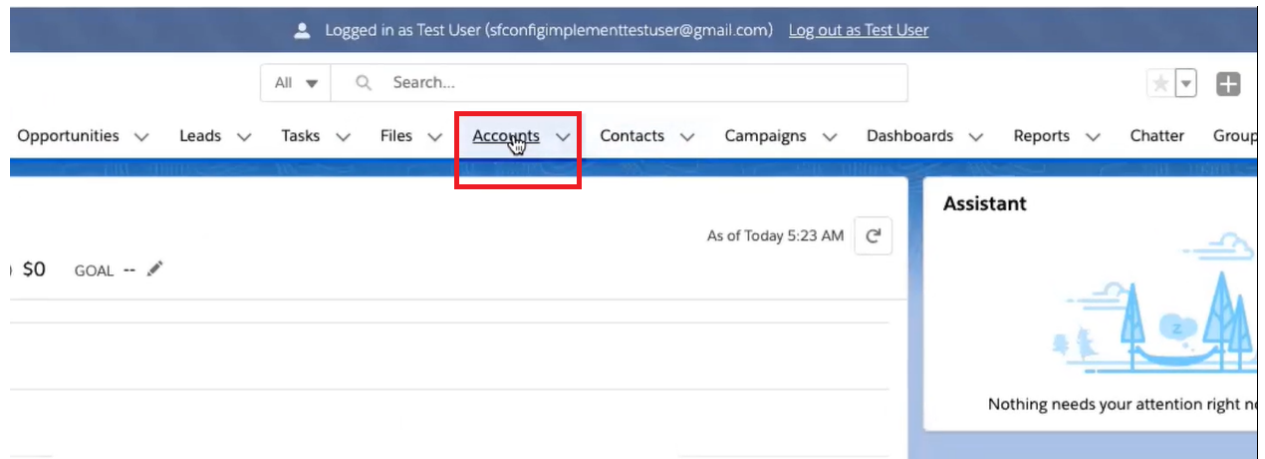
View: All Users [Edit](#) | [Create New View](#)

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z Other All

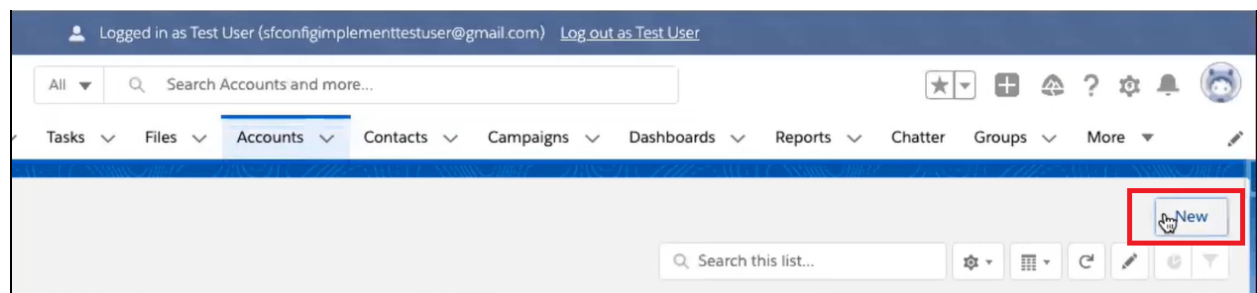
New User Reset Password(s) Add Multiple Users

<input type="checkbox"/> Action	Full Name ↑	Alias	Username	Last Login	Role	Active	Profile	Manager
<input type="checkbox"/> <a href="#">Edit</a>	Chatter Expert	Chatter	chatty.00d5g000004i89deag.e11evyf2ko5@chatter.salesforce.com			<input checked="" type="checkbox"/>	Chatter Free User	
<input type="checkbox"/> <a href="#">Edit</a>	User Admin	AUser	sfdcconfigurations@gmail.com	5/23/2021, 5:20 AM		<input checked="" type="checkbox"/>	System Administrator	
<input type="checkbox"/> <a href="#">Edit</a>	User Integration	integ	integration@00d5g000004i89deag.com			<input checked="" type="checkbox"/>	Analytics Cloud Integration User	
<input type="checkbox"/> <a href="#">Edit</a>	User Security	sec	insightssecurity@00d5g000004i89deag.com			<input checked="" type="checkbox"/>	Analytics Cloud Security User	
<input type="checkbox"/> <a href="#">Edit</a>   <a href="#">Login</a>	User Test	tuser	sfdcconfigimplementtestuser@gmail.com	5/9/2021, 9:12 PM		<input checked="" type="checkbox"/>	<a href="#">My Profile</a>	

**Step 9:** Now we are logged in as Test User, after a click on the accounts button as shown below:



**Step 10:** Click on this New button on the right side.



**Step 11:** Select the Individual Account and proceed next. And then we can fill our desired values here In the annual revenue tab in the form.

### New Account: Individual Account

#### Account Information

Account Owner  
 Test User

\* Account Name

Account Number

Account Site

Type  
--None--

Industry  
--None--

Annual Revenue

Mobile Number (Home)

Parent Account

\* Rating  
--None--

Phone

Fax

Website

Ticker Symbol

Ownership  
--None--

Employees

[Cancel](#)
[Save & New](#)
[Save](#)

**Step 12:** Now you need to log in as an admin user to change the access settings.

Username  
sfdcconfigurations@gmail.com

Password

[Log In](#)

☐ Remember me

[Forgot Your Password?](#)

**trailheadx**

JUNE 23, 8:45 A.M. PT/11:45 A.M. ET

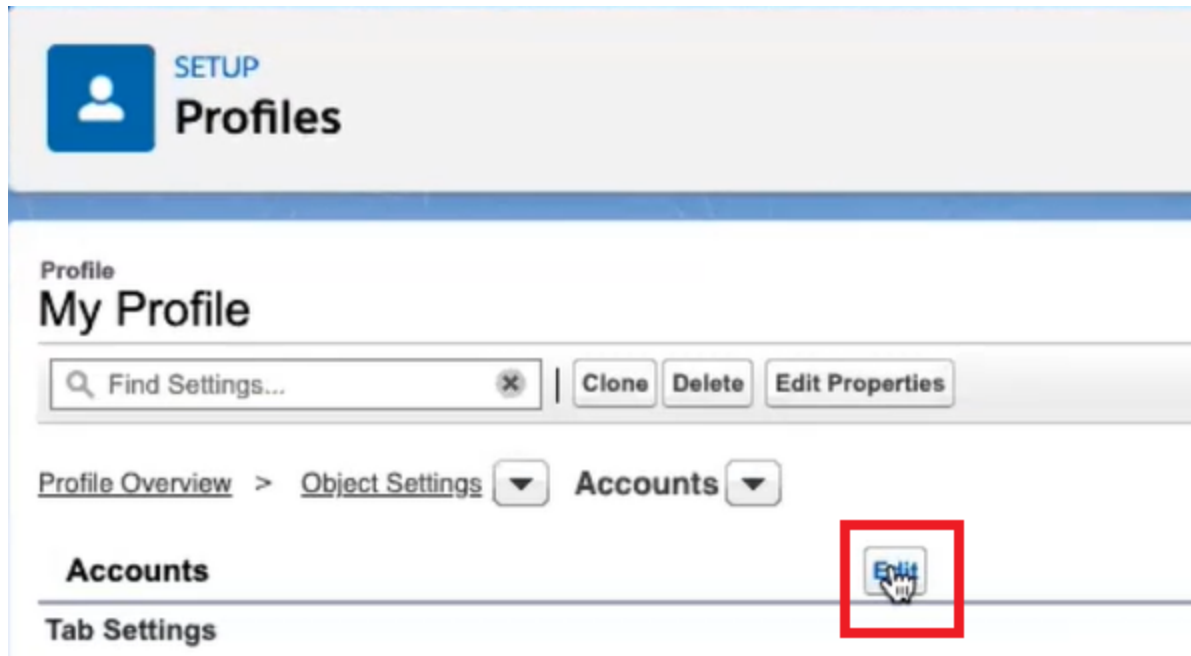
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**Lizele Dizon-Tosco**  
Salesforce Specialist, Aspirant

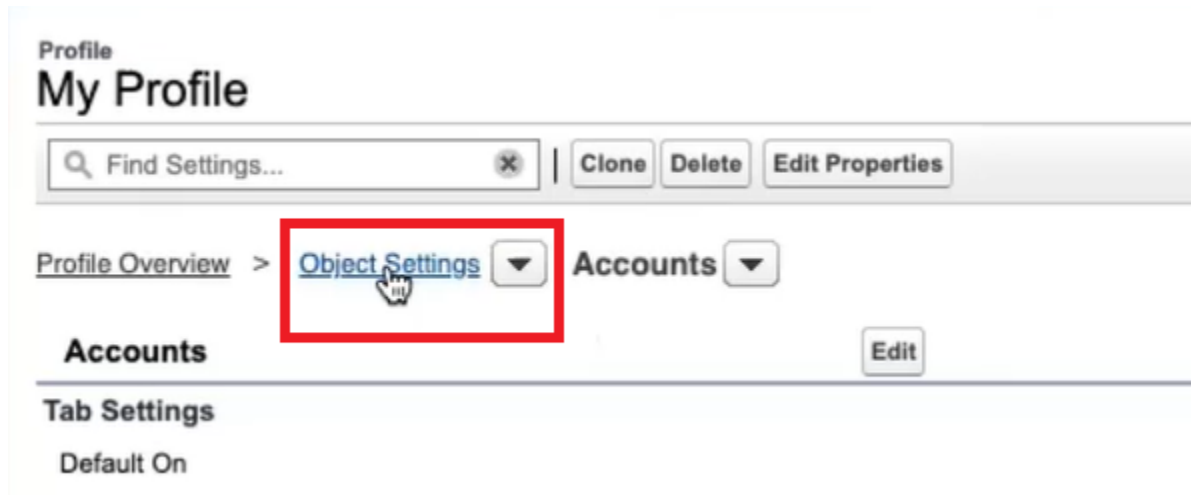
**Step 13:** After logging in, select the Edit option as shown in the picture.



**Step 14:** Now Uncheck the checkboxes of the Annual revenue option. And then click on Save.

Field Name	Read Access	Edit Access
Account Name	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Account Number	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Account Owner	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Account Record Type	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Account Site	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Account Source	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Account Text	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Acc Text Area	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Acc Text Area Long	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Acc Text Area Rich	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Active	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Annual Revenue	<input type="checkbox"/>	<input type="checkbox"/>
Billing Address	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

**Step 15:** Now the Users who are associated with the profile (currently logged in ) won't be able to edit and read the annual revenue field on the Account object. You can also apply the settings to a particular object, select the object settings option.



**Step 16:** After clicking object settings you can change the settings for particular accounts.

The screenshot shows the 'My Profile' settings page with the 'Object Settings' tab selected. The table below lists the settings for various objects.

Object Name	Object Permissions	Total Fields	Tab Settings	Page Layouts
<a href="#">Accounts</a>	Read, Create, Edit, Delete	46	Default On	Varies by Record Type
<a href="#">Alternative Payment Methods</a>	No Access	20	Default Off	Alternative Payment Method Layout
<a href="#">Analytics</a>	--	--	Default On	--
<a href="#">API Anomaly Event Stores</a>	No Access	14	--	--
<a href="#">App Analytics Query Requests</a>	No Access	--	--	Not Assigned
<a href="#">App Launcher</a>	--	--	Default On	--
<a href="#">Approval Requests</a>	--	--	Default On	--
<a href="#">Asset Actions</a>	No Access	29	Default On	Asset Action Layout
<a href="#">Asset Action Sources</a>	No Access	18	Default On	Asset Action Source Layout
<a href="#">Asset Relationships</a>	--	10	--	Asset Relationship Layout
<a href="#">Assets</a>	Read, Create, Edit, Delete	40	Default Off	Asset Layout

**Step 17:** Now If you log into the test user (test profile), The annual revenue option will not be visible now, as shown in the picture.

## New Account: Individual Account

### Account Information

Account Owner

 Test User

Parent Account

Search Accounts...



\* Account Name

\* Rating

--None--



Account Number

Phone

Account Site

Fax

Type

--None--



Website

Industry

--None--



Ticker Symbol

Mobile Number (Home)

Ownership

--None--



W --None--

--None--

Employ

Cancel

Save & New

Save