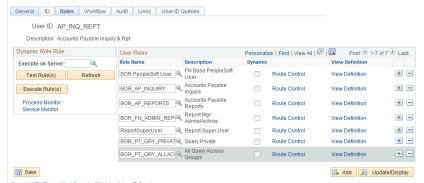# PAYABLES INQUIRY & REPORTING USER 9.2 SECURITY ROLES & USER PREFERENCES

SECURITY ROLES

1

Navigation:
PeopleTools > Security > User Profile > Distributed User Profile > Add a New Value > User Roles Tab

Payables Inquiry & Reporting users review payables transactions, run reports and public queries created by others. They also create private queries for their own use.
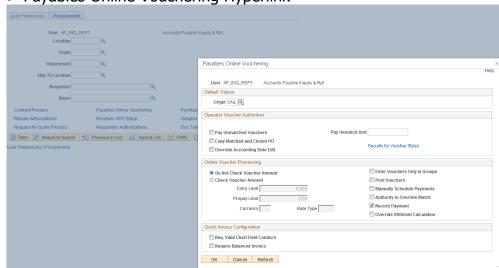
ROLES:
BOR_AP_INQUIRY
BOR_AP_REPORTS
BOR_PT_QRY_PRIVATE
BOR_FN_ADMIN_REPORTING
ReportSuperUser
BOR_PT_QRY_ALLACCGRPS
BOR PeopleSoft User

USER PREFERENCES

2

Navigation:
Set Up Financials & Supply Chain > Common Definitions > User Preferences > Define User Preferences > Procurement > Payables Online Vouchering Hyperlink

You must also set the business unit and setid on the overall preferences link.