

Giving Users Access to Cycle Invoicing in SedonaOffice

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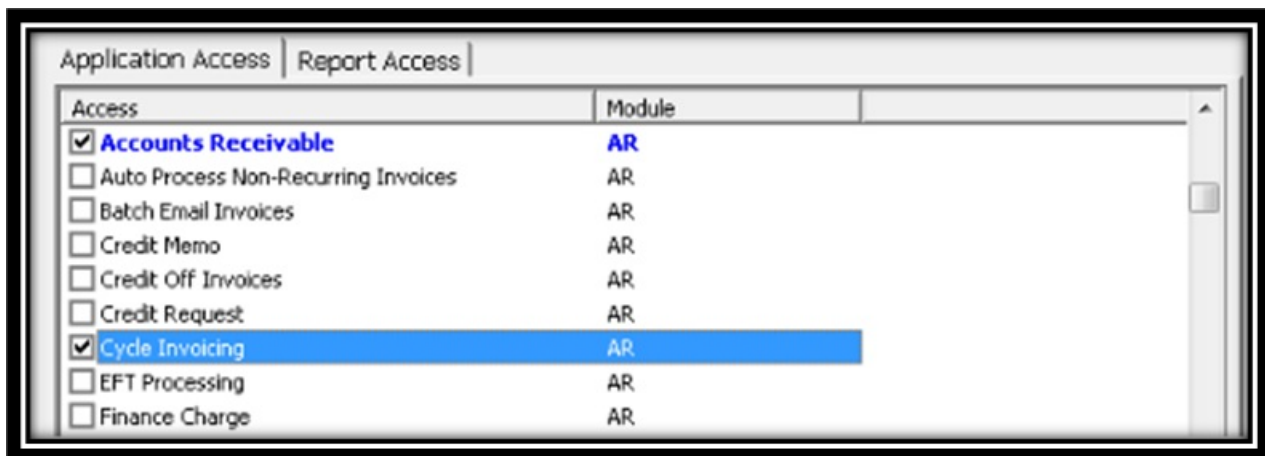
Description of Issue:

Situation 1: I'm unable to create Cycle Invoices. I right click on Recurring and click on the option to Create Cycle Invoice Now, but I'm getting a message telling me that my User Group doesn't have security access to create a Cycle Invoice.

Situation 2: I do not see an option for Cycle Invoicing under the Accounts Receivable options.

Fixes:

1. Go to Sedona Setup > Go to User Groups in the OP area.
2. Select the User Group of the user who is not able to access Cycle Invoicing.
3. In the User Group Edit Section, scroll down to the Accounts Receivable section.
4. Mark the Cycle Invoicing box.



Once the box is marked, click Apply to save the changes.

Any users who have the updated user group applied to them will need to log out (if they were logged in at the time of this change) and then log back in. They should have access to creating Cycle Invoices after this change.

