

# Permission to Send eForms

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The ability to be able to send an custom form ( eForm ) is a separate permission that can be enabled/disabled per user basis.

**The permission to be able to send an eForm (custom form) is set up in the eForms module.**

To setup the permission for deleting a form, follow the steps below:

1. Access the eForms module.
2. Access the Setup menu.
3. Access the Users menu.
4. Click on the username in question that requires the change.
5. Scroll all the way down and enable the permission 'Send Form'

The screenshot displays the 'Edit User Account' interface. On the left is a navigation sidebar with options: Home, Templates, Setup, Reports, Razvan, eForms, Support Center, Tasks, and Logout. The main content area is titled 'Edit User Account' and contains several input fields: Username, First Name, Middle Initial, Last Name, Phone (with sub-fields for Phone # and ext.), and Email. Below these is a 'User Role' dropdown menu set to 'Custom'. A 'Products' section includes checkboxes for AlarmBiller, Time & Attendance, eForms, Sales Automation, and Sedone-X Mobile app. At the bottom, there are two tabs: 'Permissions' and 'Services'. The 'Permissions' tab is active, showing 'User Security Permissions'. Under the 'Custom Forms' sub-section, there are checkboxes for Design Form, Delete Form, Interactive Form, E Forms Manager, and Send Form. The 'Send Form' checkbox is highlighted with a red rectangular box.

**Note:** This permission requires the user to log out completely and log back in to take effect.