

CLERK GROUP PERMISSIONS - CLERK REPORT SAVED FILTERS

		OPTIONS			
		Clerk Report Saved Filters			
REPORT FUNCTIONS	☒				
	Allow Public Viewable		Allow Delete Saved Filters		
	☐	☒	☐	☒	
View/Run Private Favourites?	✓	✓	✓	✓	
View/Run Public Favourites?	.	✓	✓	✓	
Save Private Favourites?	✓	✓	✓	✓	
Save Public Favourites?	.	✓	✓	✓	
Convert from Private to Public? *	.	✓	✓	✓	
Convert from Public to Private? **	.	✓	✓	✓	
Delete Private Favourites?	.	.	✓	✓	
Delete Public Favourites? ***	.	.	.	✓	

* Convert a Private report to a Public report so that it is available to everyone.

** Convert a Public report (originally made Public by the logged in User) to a Private report.

*** A Public Report can only be deleted by the User that originally made it Public.