



## Step-by-step guide

How do I, as an administrator, authorise a user to consult the invoices?

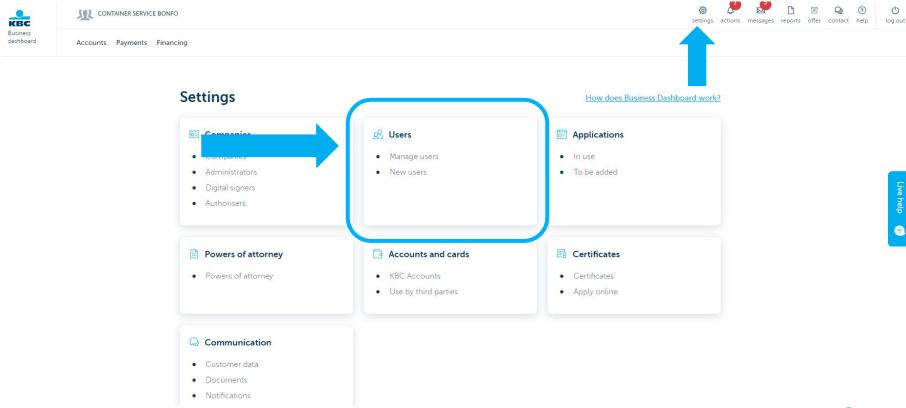


Step 1: Click 'Settings' in the menu on top of your

Business Dashboard

Step 2: Click the 'Users' tile

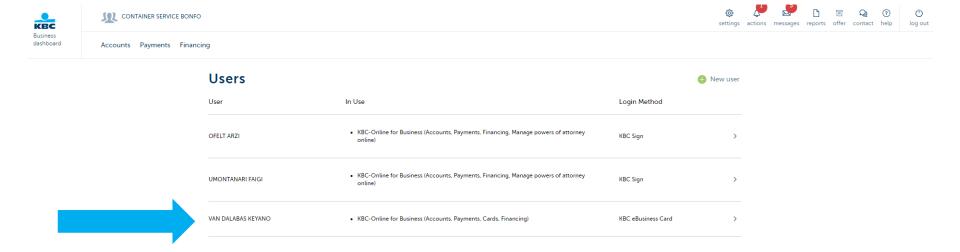






## Step 3: Select the user







## Step 4: Switch toggle 'May view invoices'



