

# User Permissions for All Students (Students menu)

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There are many User Permissions related to **All Students** from the *Students* menu and the various options on that page.

Go to **Tools > Manage Users & Permissions > User IDs** (click on a UserID) > **User Permissions** (left) to set the permissions. **Note: If the User is logged in when changes are made to their permissions, they'll need to log out and then back in before the changes will take effect.**

Expand each section to see the related required permissions.

## Access the All Students Page

Category		User Permission	Controls
Students	<input checked="" type="checkbox"/>	View Student Page	Links to Student Records
	<input checked="" type="checkbox"/>	List Students	Access to Students Advanced Search, List Active Students, List All Students

## View Data Visuals

Category		User Permission	Controls
Students	<input checked="" type="checkbox"/>	View Student Page	Enables the Absences Data Visual
Reports	<input checked="" type="checkbox"/>	Drop History	Enables the Drops Data Visual
Students	<input checked="" type="checkbox"/>	View Student Page	
Reports	<input checked="" type="checkbox"/>	Absence/Make-Up Report	Enables the Makeups Owed Data Visual
	<input checked="" type="checkbox"/>	Drop History	
Students	<input checked="" type="checkbox"/>	View Student Page	

## Perform Mass Actions

Category		User Permission	Controls
Families	<input checked="" type="checkbox"/>	Email Families & Email Student Schedules	Mass Action - Send Message
Families	<input checked="" type="checkbox"/>	View Student Page	Mass Action - Student Fixed Fees
	<input checked="" type="checkbox"/>	Clear Family User-Defined Fields and Family/Student Fixed Fees and Discounts	
Students	<input checked="" type="checkbox"/>	Clear Student User-Defined Fields and Update Student Grades	Mass Action - Clear UDF Answers
Students	<input checked="" type="checkbox"/>	View Student Page	Mass Action - Add a Note

## Row Menu Actions

Category		User Permission	Controls
Students	<input checked="" type="checkbox"/>	List Students	Row Action - View/Edit
	<input checked="" type="checkbox"/>	Enroll Student	Row Action - Enroll
Families	<input checked="" type="checkbox"/>	Email Families & Email Student Schedules	Row Action - Email Schedule
Reports	<input checked="" type="checkbox"/>	Student Information Sheet	Row Action - Info Sheet
	<input checked="" type="checkbox"/>	Absence/Make-Up Report	Row Action - Absence/Attendance
Students	<input checked="" type="checkbox"/>	View Student Page	Row Action - Add a Note

## Additional Permissions

Category		User Permission	Controls
General	<input checked="" type="checkbox"/>	Export Grid Information	Export to Excel Button
	<input checked="" type="checkbox"/>	Print Grid Information	Print Button
Families	<input checked="" type="checkbox"/>	Balance	Populates the Balance Column in the Grid



See [Permissions for Jackrabbit Users](#) for more information.