

User Restriction Property Editor

Restricting users to a specific site or sites is useful for limiting regulators to see only the content they need to see.

To create a **User Restriction**, select the Actions Menu on the User Restrictions List Page and select **Create New User Restriction**. To modify an existing User Restriction, select the Actions Menu associated with that Restriction. This will open the User Restriction Property Editor.

You must first enter a **Restricted User** in the Restricted User field. For a user to be eligible to be added to this field they must be in a Regulatory Agency group for a specific study (or for multiple studies). Business Administrators can add users to a study-specific regulatory group from the User Administration page.

Once you have selected a Restricted User you need to select a Site or Sites for the user to be restricted to. To do this, choose the [Select Sites](#) button under the Restricted Sites grid.

Once you have selected the Site(s) for the user to be restricted to and select **Create**, the user will not be able to view sites other than those which you selected.

Note: A regulatory user will not have access to any site or country level documents in a study unless user restrictions (which specify the country/site combinations to give access to) are defined for that user.