

mod2 feature:

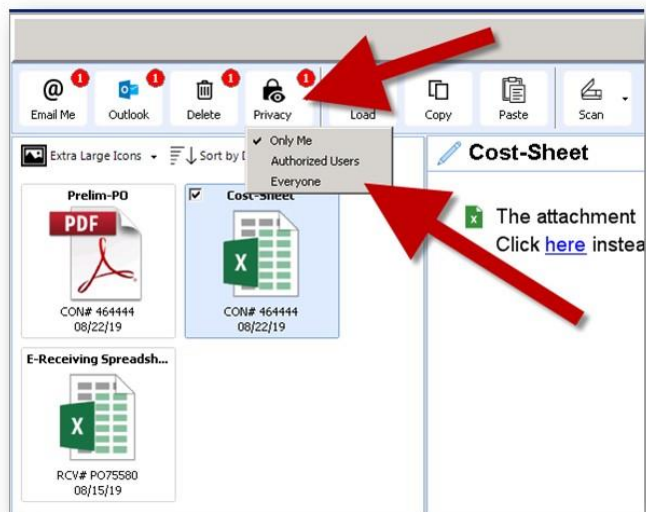
Private Attachments

We wanted to let you know of a new feature in **Mod2** called **Private Attachments**. With proper security access, **Mod2** users will have the option to set any attachment as private to themselves or private to authorized users only. You can use this feature to secure any attachment that has **confidential information** such as supplier names, cost prices, or any personal/sensitive information.



Please note that by default **Mod2** will automatically mark attachments against purchase related transactions as private.

Here's how to use the feature:

Go to the Attachments screen, check or highlight the attachment(s) you want, then click on the PRIVACY button.



You can set the privacy to one of the following choices:

-  ONLY ME - viewable only by your user account
-  AUTHORIZED USERS - viewable by users with the privacy security right
- EVERYONE – public, viewable by all