Last Modified on 09/28/2026 3:16 pm EDT

Approval Options

Use distribution accounts to assign approvers to entries: Activate default account segments to assign to Approval Groups. Up to two segments may be selected. When a default account segment is applied to an Approval Group, it is assigned as a minimum condition for all users in Approval Tables created for the Approval Group.

Use approval table menus: Enables the display of the Approval Tables screen within *Settings > Document Approval > General Options.*

Approval Sources

- **Journal Entry:** See Journal Entry setup options.
- **Invoice:** See Invoice setup options.
- **Purchase Order:** See Purchase Order setup options.
- **Payment:** See Payment Batch setup options.