

# FAQ - How can I grant access to reports for executives without making them Admins?

## Question

How can I grant access to reports for executives without making them Admins?

## Solution

Typically executives and C-level employees (CEO, COO, etc.) should be able to report on all people and all projects, including visibility into bill rates and cost/pay rates. You can enable this level of permission without having to grant the Admin role as follows:

Give them the following Roles (**Person > Profile tab**):

- Project Viewer (so they can see projects/run project reports)
- Viewer (so they can see people/run people reports)
- Bill Rate Manager (so they can see bill rates)
- Cost Rate Manager (so they can see cost rates)
- AP Viewer
- AR Viewer
- GL Viewer

Grant the following Org Access (**Person > Profile tab - left menu**):

- All for Project Viewer
- All for Viewer
- All for AP Viewer
- All for AR Viewer
- All for GL Viewer
- (no need for bill/cost rate manager as the bill/cost rate manager roles simply layer on top of the other roles)

## Additional Information

[Help Docs - People Organization Access](#)