ArtfulBits Column Permissions

for Microsoft® SharePoint®

User Guide

Overview

ArtfulBits Column Permissions allows you to manage access to list content on column level. Permissions can be assigned for individual users and for SharePoint groups as well and are effective in forms and list views, as well as in the SharePoint Alerts, RSS Feed, Datasheet and even during exporting to Excel and opening with Access.

Feature List

Feature	SharePoint 2010	SharePoint 2013	SharePoint 2016
Supported read-only and hidden permissions for individual columns	✔	✔	✔
Assigned to individual users and SharePoint groups	✔	✔	✔
Effective for item New/Edit/Display forms	✔	✔	✔
Works with Attachments	✔	✔	✔
Applied to list views	✔	✔	✔
Effective for Alerts, linking to Access, editing in Datasheet, exporting to Excel	✔	✔	✔
Supported check effective permissions	✔	✔	✔
Hide or disable columns on server side	✔	✔	✔
Language pack support (localization could be added by request)	✔	✔	✔

Why ArtfulBits Column Permissions?

If there are particular columns in SharePoint list that contain sensitive data that must be secured independently of containing list, you need ArtfulBits Column Permissions. It is powerful tool to manage column-level permissions that are effective in any column view, included New/Edit item forms, list views, MS Access, Excel, Datasheet, Alerts and RSS.

How to Use

To enable list column permissions, navigate to List Settings page and select "Column Permissions" action under Permissions and Management tab:

In Column Permissions Settings page, select Yes under Enable Column Permissions for this list.

List column permissions are configured by permission entries. The entire set of permission entries for (assigned to) specific column define user access to view or edit this column value. To add new permission entry click "Add new permission entry" link and provide the following values:

- **Columns** – Select one or more columns for which permission entry will be applied.
- **Permission** – Restrictions for user
- **Assigned To** – Users or SharePoint group, for which permission is assigned to. Possible values: All Users, Authenticated Users, Anonymous Users and specified SharePoint Users and Groups.

To assign permission for individual users and groups, check **Specify Users/Groups** option and type their names or emails in people picker box.

To disable permission entry, uncheck checkbox in Enabled Status column of permission entry.

How Effective Permissions Are Determined

Each column can have set of permission entries associated with it. Effective permissions are calculated the following way:

1) Priority of permission entry depends on whom it is assigned for. The following list demonstrates assignments from the lowest priority to highest: All Users, Authenticated Users and Anonymous Users, SharePoint Groups, SharePoint Users.

   For example, if you assign Hidden permission entry to All Users, Read-Only permission entry to SharePoint Group (Group1) and Full Control to some user (User1) for the same column, then

   a. User1 will have Full Control. It is not dependent whether he is included to Group1 or not.
   b. All users from Group1 will have read only access to this column.
   c. Other users will have no access to column value.

2) If list contains Permission entries with the same priority (*indicates the assignee*) and different permission level (*Full Control, Read Only or Hidden*) then that permission entry that has more access is effective. For example, if there are two permission levels (Full Control and Read Only) that are assigned to some user for the same column, then this user will have Full Control access for this column.

3) Order of permission entries does not matter.

ArtfulBits Column Permissions provides mechanism to check effective permissions. In Check Effective Permission section choose list column and specify SharePoint user to find out what permissions this user has on specified list column.

Disabled column permission will not be applied to columns.

Limitations

1. ArtfulBits Column Permissions are not overriding SharePoint list permissions; they set additional restrictions to access individual column data.
2. Works only with standard SharePoint elements. Does not support InfoPath forms, Web Services and custom controls.
3. Does not work for search results.
4. Does not protect columns for Tasks and Calendar list opened with Outlook.
5. Limitations for Calendar and Gantt view. If user does not have permissions to view any column of this view, Calendar and Gantt view will be disabled. "Access is denied to this list view" message will be shown:
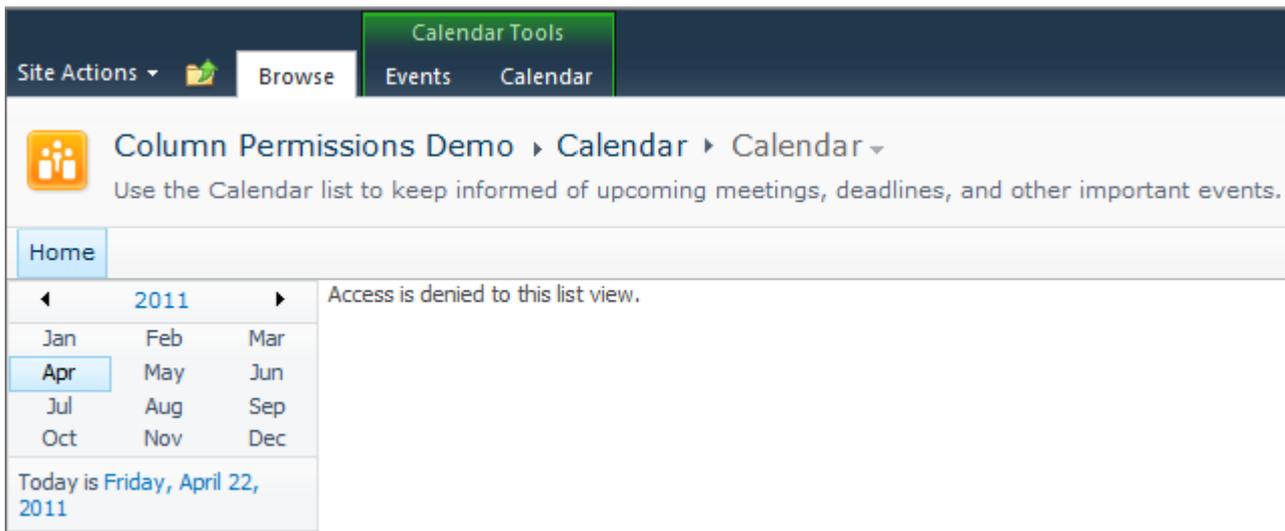
Best Practices

- **You want to disable editing of some columns in SharePoint list only for specific users.**
  Add new permission entry and:
    1. Select these columns in Columns section
    2. Set Permission to Read Only
    3. Check Specified Users/Groups option in Assigned To block and type these users/groups.

- **You want to allow editing of few columns only for specific users, groups.**
  It is recommended to restrict access to these columns to all users and set full control access to specific users/groups. For it:
    1. Add Read Only permission entry assigned to All Users for these columns.
    2. Add Full Control permission entry assigned to these users/groups.

- **You want value of some column to be hidden for all users except several users or groups**, for which it should be read only. This column can be edited only by Site Owner group.
    1. Add Hidden permission entry assigned to All Users
    2. Add Read Only permission assigned to these few users or groups, for which these columns should be read only.
    3. Add Full Control permission assigned to Site Owner group.

Release Notes

Version	Notes
V2.41 (May 16, 2017)	**New Features:** • Added SharePoint 2016 support
V2.3 (October 06, 2016)	Minor bugs fixed.
V2.0 (March 22, 2013)	**New Features:** • Added SharePoint 2013 support • Added RTL support • Added Russian and German localizations
v1.23 (July 13, 2012)	**Bugs Fixed**: • Fixed column permissions for standard list view and datasheet view
v1.22 (May 22, 2012)	**Bugs Fixed**: • Fixed column permissions for connections web parts • Fixed column permissions in web part list view placed on other page
v1.21 (April 18, 2012)	**Bugs Fixed**: • Fixed Alerts when Column Permissions is enabled for list
v1.2 (March 02, 2012)	**Bugs Fixed**: • Disabled value validation of read-only fields in Edit Item form
v1.1 (June 01, 2011)	**Improvements:** • Added support for new licensing model (ArtfulBits License Manager v1.4)
v1.0 (April 23, 2011)	**Initial Release**

See Also

Cascaded Lookup Column
Cascaded Lookup Column allows building relationship between parent and child columns, the data selected in one field will determine the options presented in another.

Category Column
Category Column allows tracking, organizing and grouping list items. Outlook 2007 approach for elements categorization, easy indicator color changing and using of advanced tooltip, provide a high professional component style.

Column Data Adapter
Column Data Adapter is an extension component providing ability to use ArtfulBits Columns in Microsoft Access forms, reports and Microsoft Excel.

Discussion Column
Need to organize well formatted conversation in the list item without enabling list versioning? Discussion Column is the right choice. Component allows entering rich text with formatting, images, tables, hyperlinks and other features.

Email Web Part
ArtfulBits Email Web Part allows sending e-mail messages directly from Microsoft SharePoint site. You can notify task assigned users, send gratitude or just send regular e-mail message, etc.

Follow-Up Column
Follow-Up Column enables due date flags similar to Outlook follow-up functionality. Applying of flags to the list item allows adding of visual reminder in a natural way.

Image Upload Column
Quick and simple way of uploading pictures. Image Upload Column provides with ability to select a picture using file browsing dialog, upload and display it in the list view.

KPI Column
KPI (Key Performance Indicator) Column is simple graphical scorecards that can be used to evaluate business data against business goals. With this column you reduce risk to overlook information about the status of value.

Link to Document Column
Link to Document Column allows referencing files and folders placed at Document Library and provides easy and intuitive way to download files directly from column. Use this column to provide a browsing interface that allows users to browse to an object to link to instead of typing a URL.

Parent Selector Column

Parent Selector Column is used for organizing hierarchical relations in SharePoint list. Picker dialog allows choosing data from large lists. Standard Lookup column can be easily converted to Parent Selector column and vice versa.

Password Change Web Part

Password Change Web Part allows users to change their own passwords from within the SharePoint environment using standard text box interface (current password, new password and confirm new password).

Password Expiration Web Part

Password Expiration Web Part enables Active Directory users to be notified via Web Part interface that their passwords are about to expire. It also automatically sends out email notifications to users before the password expiration date.

Professional Calendar Web Part

Professional Calendar Web Part provides following key benefits: it allows combining events from different SharePoint Lists, from any SharePoint Site, in one Calendar view; allows specifying different color sets for different event sources; supports on-the-fly AJAX-enabled editing features in Outlook like style; and other enhanced functionalities.
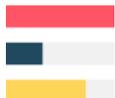
Progress Column

Progress Column provides users with the ability to make SharePoint lists more visualized by displaying numerical data on the page sing percentage-based progress bar. Professional progress bar style will make your SharePoint list really modern and stylish.

Video

Video Column and Video Web Part are powerful controls made for uploading, managing, linking and playing video files. These controls support variety of video files that can be uploaded from computer, or linked from SharePoint library or streamed from direct URL.

Remarks

Information in this document may be outdated. Please, visit www.artfulbits.com/sharepoint for the latest product version.