# KEVIN O'NEILL

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| • SharePoint 2010<br><br>Item Level Permissions<br><br>1. It is possible to set permissions at the item level of announcements, calendars, custom lists, discussion boards, links and surveys and tasks. To set such permissions one would access the list or library settings menu and select the List or Library Settings then Advanced Settings. In the Item-level Permissions one would then check the desired setting. Click OK when done. | **Read access:** Specify which items users are allowed to read<br><br>◉ Read all items<br>○ Read items that were created by the user<br><br>**Create and Edit access:** Specify which items users are allowed to create and edit<br><br>◉ Create and edit all items<br>○ Create items and edit items that were created by the user<br>○ None |