

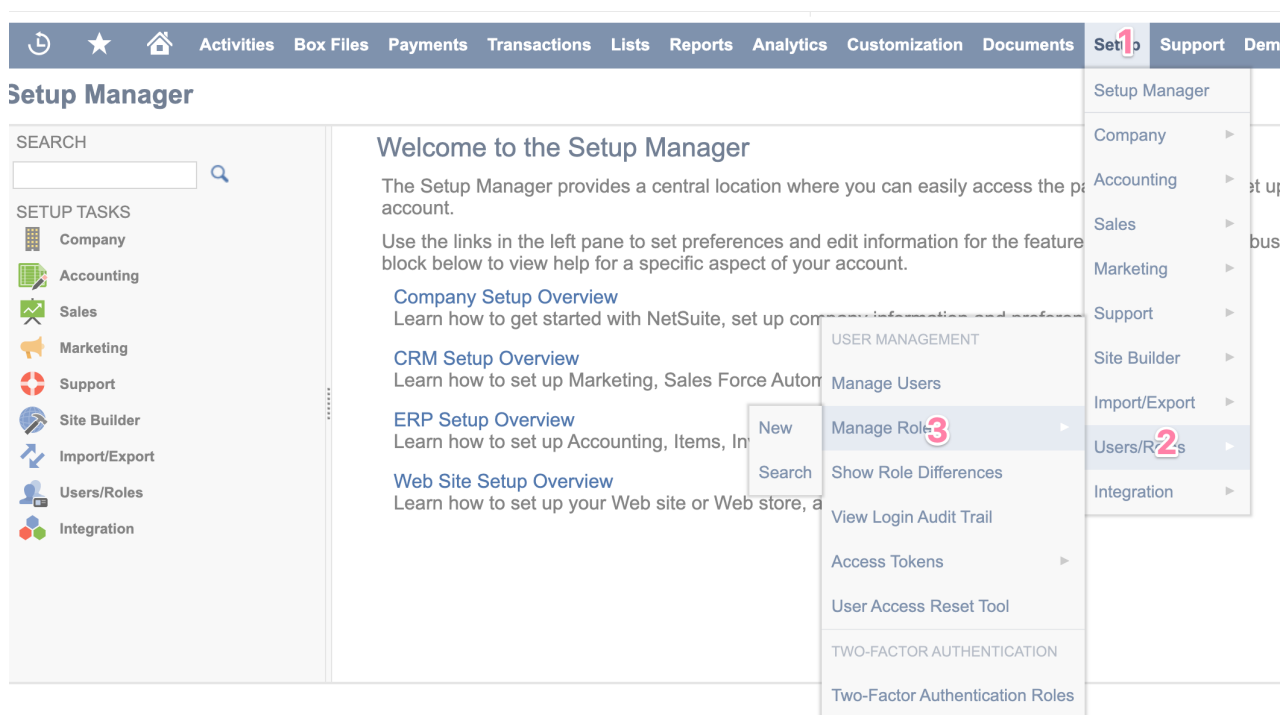
NetSuite - Assigning the Web Services Permission to a Role to Enable API Access

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This article is a guide on how to assign Web services permissions to a role as well as a Web Services Only role for a User. The goal is to allow a user to connect to Netsuite when Admin is not an option so that user can use APIs.

In order to assign the Web Service permission to a role the following steps must be taken:

- Go to Setup > Users/Roles > Manage Roles.



- Locate the role you want to modify. Click **Edit** or **Customize**.
- Click the **Setup** subtab.
- In the **Permissions** dropdown list, select **Web Services**.

- In the Level dropdown list, select **Full**. (Users with a Web Services permission level other than Full (View, Create, Edit) cannot log in to web services)
- Click **Add**.
- Click **Save**.

Authentication

☐ SINGLE SIGN-ON ONLY
☒ WEB SERVICES ONLY ROLE **Optional for Web Services only**
☐ RESTRICT THIS ROLE BY DEVICE ID

TWO-FACTOR AUTHENTICATION REQUIRED

DURATION OF TRUSTED DEVICE

Per session

1

Permissions Restrictions Forms Searches Users Preferences Dashboard Translation History

Transactions • Reports • Lists • Setup • Custom Record

2

PERMISSION *	LEVEL
Custom Entity Fields	View
User Access Tokens	Full
Web Services	Full

3

OK Cancel Insert Remove

+ Add Row

In NetSuite, you can designate a user's role as **Web Services Only** (A role designated as Web Services Only prohibits the user from accessing NetSuite through the UI. The account must have the web services feature enabled for the Web Services Only checkbox to appear).

To designate a role as Web Services Only:

- Click Setup > Users/Roles > Manage Roles.
- On the Manage Roles list page, locate the role you want to set as Web Services Only.
- Click **Edit** or **Customize**.
- Check the **Web Services Only Role** box.
- Click **Save**.