Unable to Edit Adjustment

Troubleshooting · https://atsfleetmanagement.com/docs/unable-to-edit-adjustment/

Description

This issue occurs when users cannot modify an existing adjustment due to security restrictions, filing locks, user permissions, or reporting period controls.

Possible Causes

- User lacks edit permissions
- Quarter has been finalized
- Filing period locked
- Adjustment already submitted
- Administrative restrictions
- Adjustment ownership rules

Resolution

1. Verify your user role and permissions.
2. Contact your system administrator.
3. Review quarter filing status.
4. Determine whether the reporting period has been locked.
5. If necessary, create a correcting adjustment instead of editing the original.
6. Document all changes for audit purposes.

Related Articles

- Adjustment Not Appearing in Reports
- User Cannot Access Features
- Audit Readiness