

# How to create confidential projects

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Confidential projects can be created in DocBoss in order to restrict access to other users.

## 1. Create a new affiliate company

First steps it is to add a new internal affiliate company. New affiliate companies can be added by admin users with [security permissions](#) and this feature is license dependent.

*Note that if your company doesn't have the possibility to add new affiliates this can be managed through support.*

Affiliate companies can be created Lists > Companies. The following article includes all the steps and details: [Affiliate Companies](#)

## 2. Enable affiliate in user profile

Once the new affiliate company has been created, next step it is to enable it on the profile of the users involved in the management of the projects which will be created using this internal company.

In order to do that, navigate to Settings > Manage Users > click on Edit button and follow the steps included in the article: [Enable Affiliate Permissions for a User](#)

Users with the following licenses will have access to the projects using the new affiliate company only if they have it enabled in their profile by an admin user with security permissions:

- Admin users (without security permissions), full users, review users and view users

**Note:** Other admin users with security permissions will have the possibility to enable this company on their profile and will have access to these project.

## 3. Select affiliate company when creating a new project

When adding a new project, in Main, select the new affiliate company created.

Set Up  
Main

Profile

Project Type  Order  Quote

Affiliate \* Wolfe PA

Affiliate Address \* - Select Affiliate -

Customer \* Wolfe Affiliate

Customer Address \* Wolfe PA

Project Name \* Wolfe PA (Confidential Projects)

Project Description

Job - Select Job -

Wolfe PA Sales Order \*

