

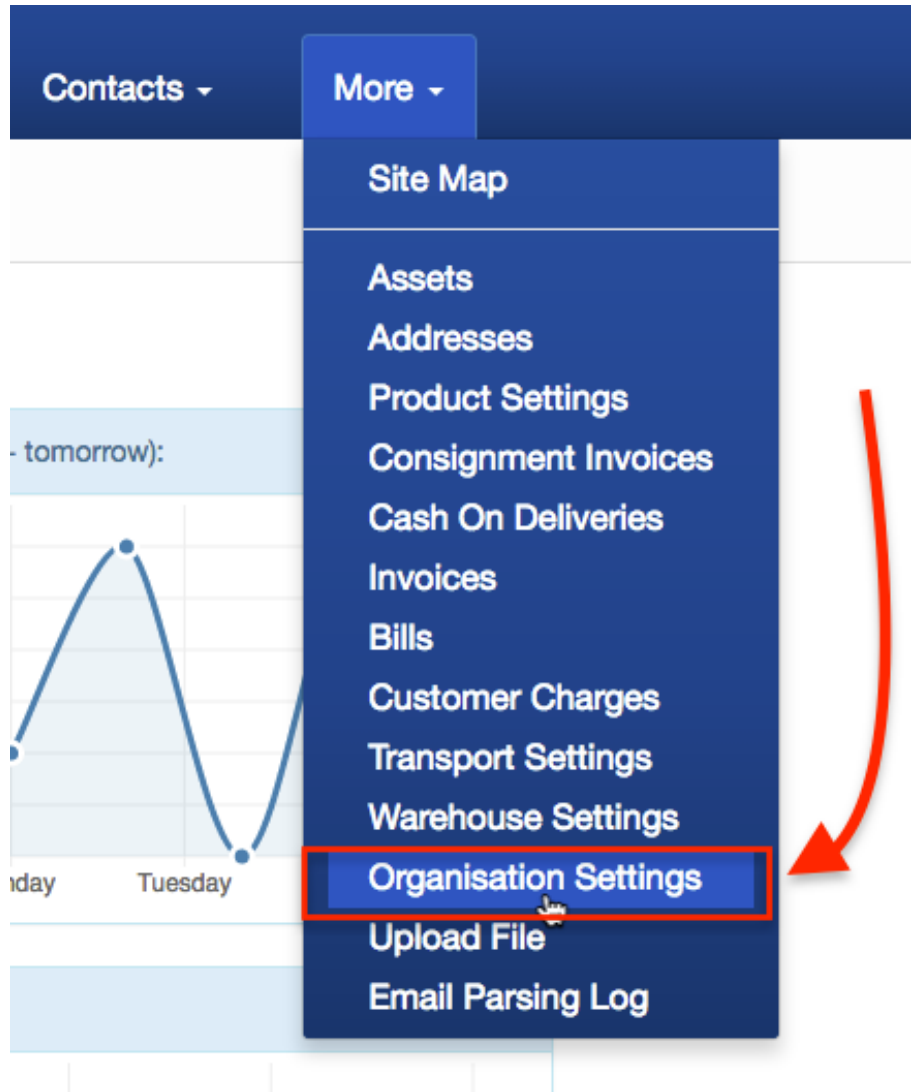
# Organisation Settings

Organisation Settings allow you to configure various settings related to your account on CartonCloud, and configure default settings for customers. These settings can be accessed and updated only by the users with **Administrator** role. There are two ways to access these settings:

- [Access Organisation Settings through the Menu System](#)
- [Access through the "Search for Anything" box](#)

## Access Organisation Settings through the Menu System

Click on **'More'** menu option on the navigation bar, and then click **'Organisation Settings'**:



## Access through the "Search for Anything" box

In the **'Search for anything'** box at the top of the CartonCloud application, type **'Organisation Settings'**. As you continue to type, it will start to show the best match by word. When **'Organistaion Settings'** appear on the list, click on it and it will open the organisation settings page.



Below are the available settings under this page.

- [Cross Customer Picking](#)
- [Deletion Logs](#)
- [Organisation Settings - Invoice](#)
- [Organisation Settings - Receival Fields](#)
- [Organisation Settings - Transport](#)