Welcome to TimeCamp Help!

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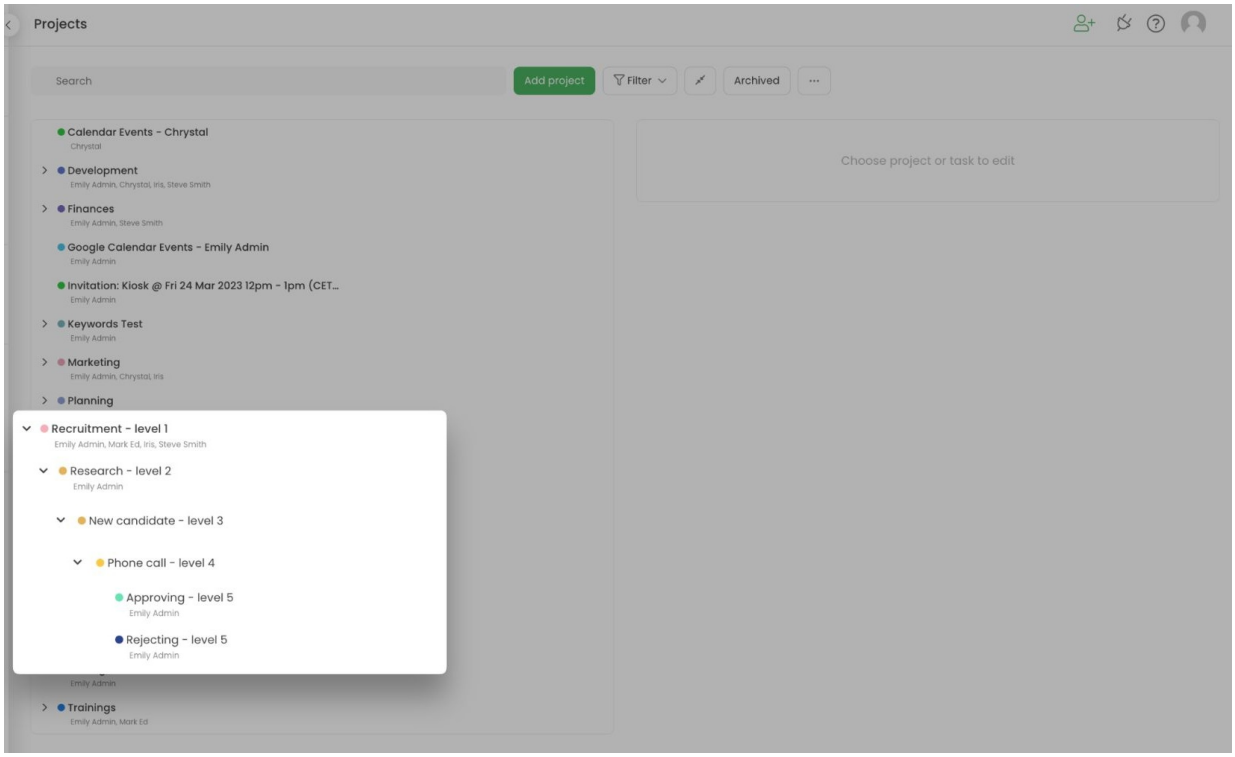
Do not allow tracking time to tasks which level is equal or lower than

“Do not allow tracking time to tasks which level is equal or lower than” option can be found in the **time tracking settings**. This option may be helpful if you would like to limit tracking permissions for users to a certain task level.

> Projects in TimeCamp remain a tree structure. They contain lists of tasks and each task has its level. Each project structure contains its lowest level and there are no limits on the number of levels you can create.

Levels are started to be counted from the lowest (level 1) to the highest:

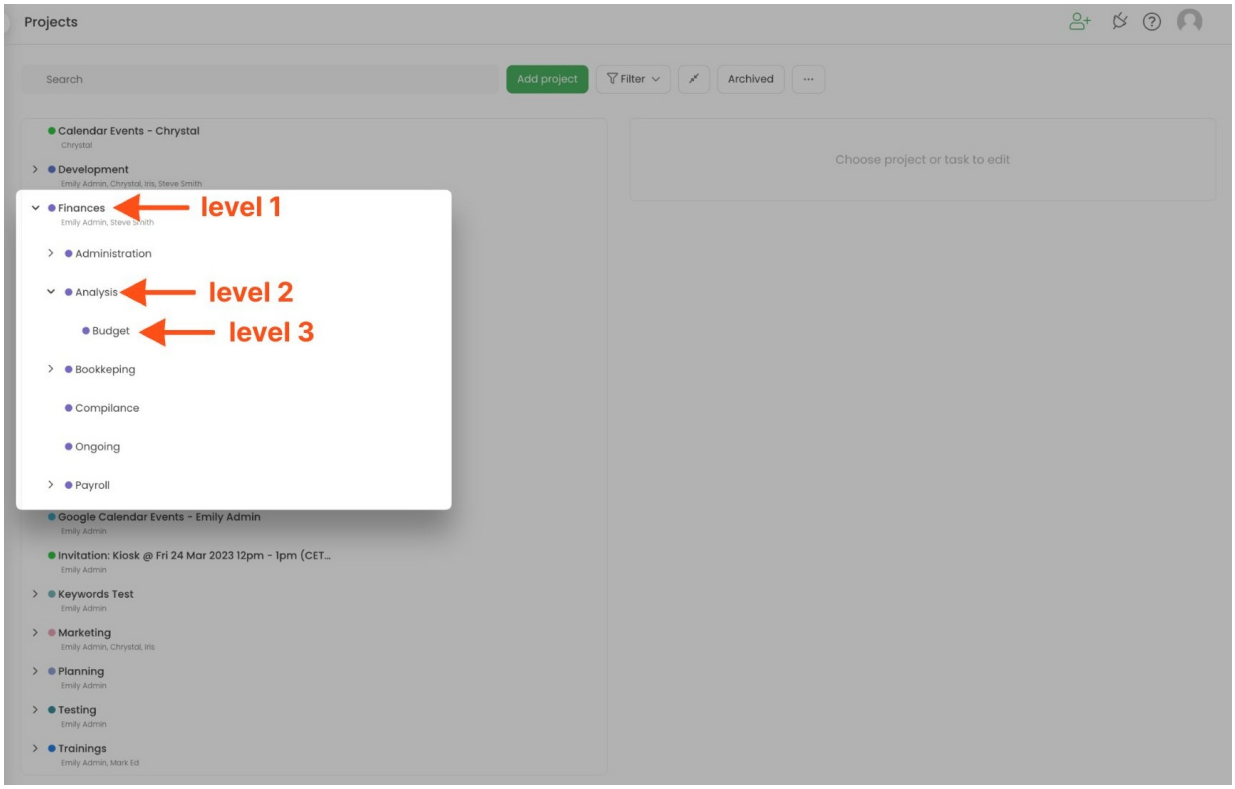
- **Level 1 is the lowest level in the structure** - the main project is always set as level 1;
- **Level 2** is higher than level 1 but lower than level 3 - projects' first tasks are set as level 2;
- **Level 3** is higher than levels 1 and 2 but lower than level 4 - subtasks of tasks are set as level 3;
- **Level 4** is higher than levels 1, 2 and 3 but lower than level 5 - the following subtasks in the structure are set as level 4;
- **Level 5** is higher than levels 1, 2, 3 and 4 but lower than level 6 - the following subtasks in the structure are set as level 5;



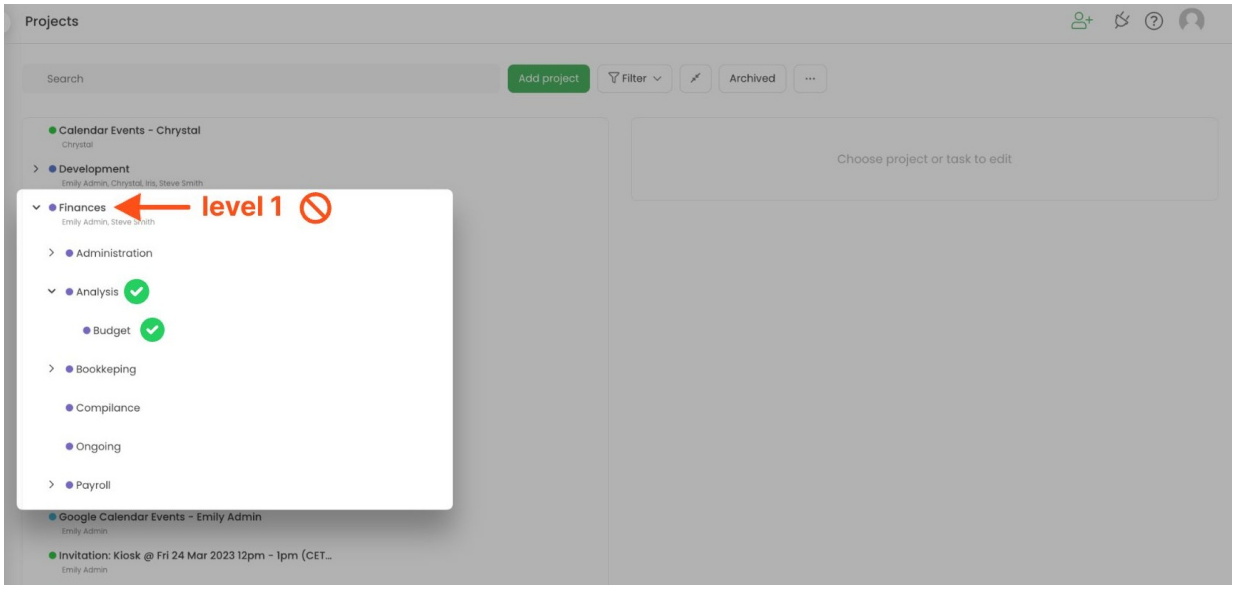
IMPORTANT Please keep in mind that the option "Do not allow tracking time to tasks which level is equal or lower than **Lowest subtask in each project"** is an exception and it allows users to track time only to the highest subtask in each project they're assigned to.

Let's walk through some of the examples of how it works.

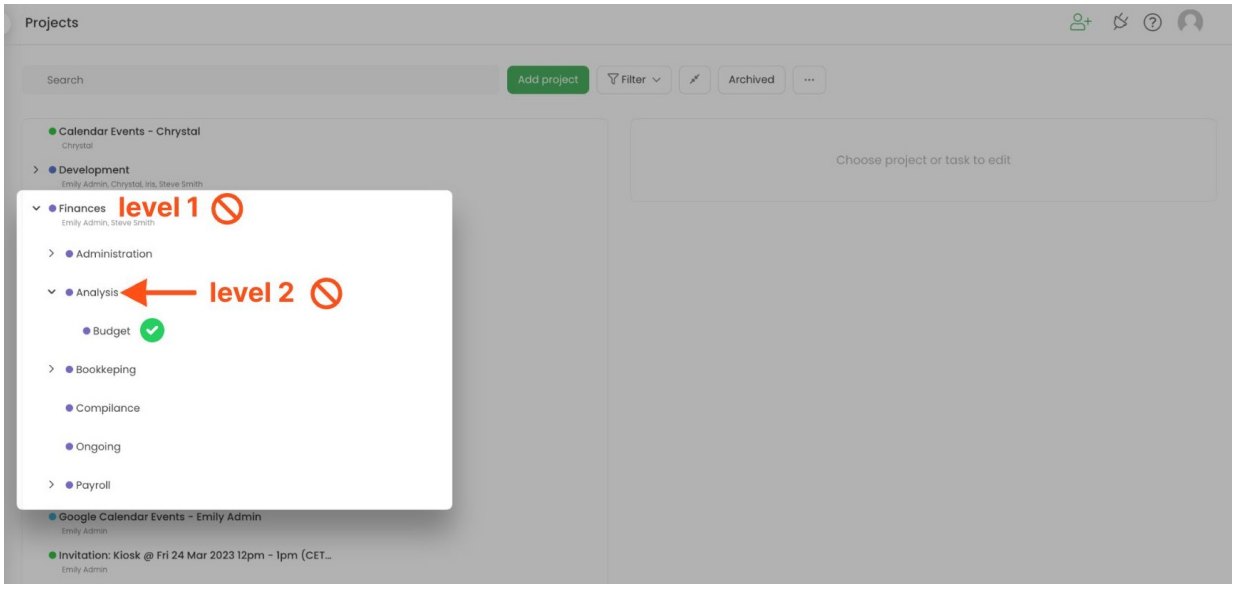
For example, you have the main project named **Finances (level 1**). This project has a task named **Analysis (level 2)** and this task has a subtask named **Budget (level 3)** :



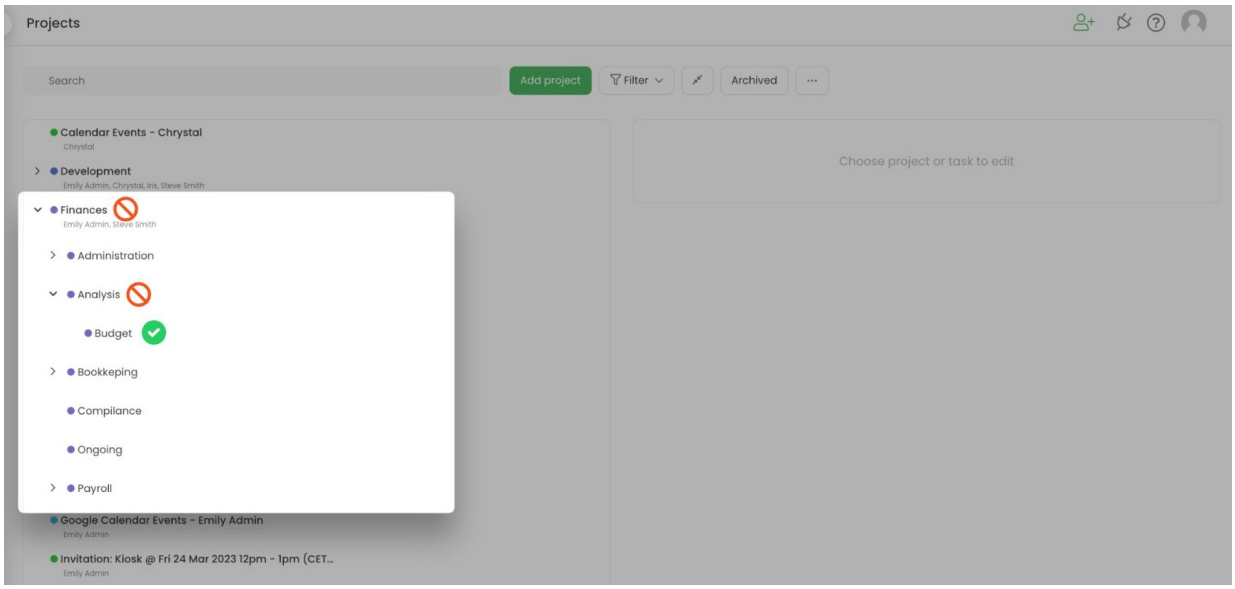
- If we set an option to *"Do not allow tracking time to tasks which level is **equal or lower than 1**"*, users won't be able to track time to the main project from level 1 (Finances) but they will be able to choose all of the available tasks and subtasks levels;

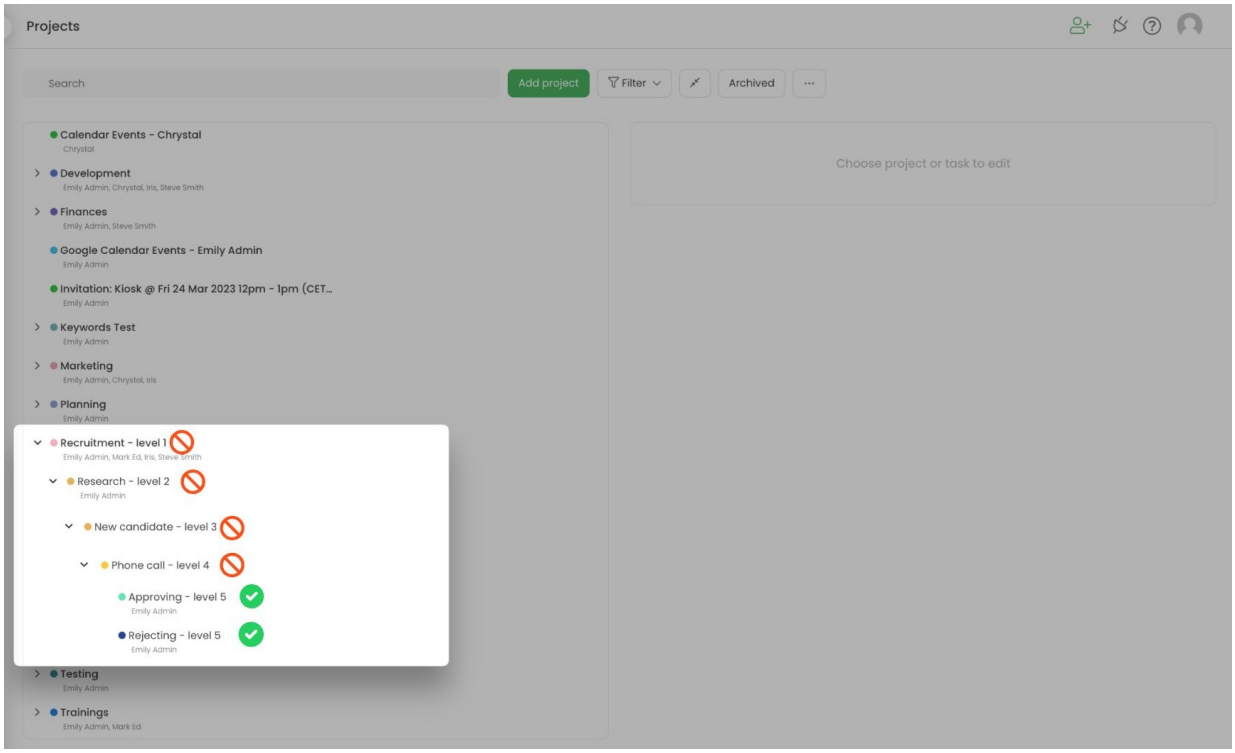


- If we set an option to *"Do not allow tracking time to tasks which level is **equal or lower than 2**"* users won't be able to track time to the main project from level 1 (Finances) and level 2 (Analysis). It means that users can choose only subtasks from level 3 and all subtasks from higher levels (4, 5, etc.);



- Category *"Do not allow tracking time to tasks which level is equal or lower than* ***Lowest subtask in each project"*** is an exception. If we chose this option it will allow users to track time only to the highest subtask in each project they're assigned to. If your project contains 5 levels, with this setting users will be able to track time only to the highest 5th level. If the project has only 2 levels, with this setting user will be able to track time only to the highest 2nd level.





Once users try to enter time for the task level they don't have access to, the error message will appear:

