

Permissions Introduction

Permissions are options that allow Users to perform specific actions within the system. Every Permission links to specific actions that are possible with the system and has an Administration Level which is determined by the System Administrator. These Permissions are then allocated to specific Profiles to grant the Users of the Profile the ability to perform the action provided by the Permission. Click the 'Permissions' button in Core Data to view the Permissions you have access to. Please see the "Permissions Overview" section for more information.

1. Upon clicking the "Permissions" button, the Permissions screen displayed. It shows all the Permissions available to the Profile the current User is signed in as.

System Permissions

Permissions

Add

☒ Assets

☒ Can Add or Edit Asset Documents

☒ Can Change an Assets Location

☒ Can Create Component Assets

☒ Can Create Non-Tagged Assets

☒ Can Create Tagged Assets

☒ Can Delete Asset Documents

☒ Can Edit Asset Custom Data

☒ Can Edit Assets

☒ Can View Asset Custom Data

☒ Can View Asset Documents

☒ Can View Assets

☒ Can View Assets Reports

☒ Authorisation

☒ Can Add/Edit Authorisation Reasons

☒ Can Authorise Work Orders

☒ Can Authorise Work Orders When Not An Authoriser

☒ Can Refuse Work Orders

☒ Buildings

☒ Can Add or Edit Building Documents

☒ Can Add or Edit Buildings Events

☒ Can Create Building Availability

☒ Can Create Building Barcode

☒ Can Create Building Noise Restriction

☒ Can Create Location Mappings

☒ Can Create PTW Books

☒ Can Delete Building Documents

Find...

<< >>

Permission Category Details

Edit

Name

Assets

Description

Assets

Save

Cancel

- Note:** The Add button will always be greyed out as it is not possible to add a new Permission to the system.
2. For each Permission available, an Administration Level can be set. This is done by selecting a Permission and clicking the "Edit" button. Each Permission can have an Administration Level between 1 and 10. Once this has been set, click "OK" and then "Save" to save the changes. Click "Cancel" to discard these changes.

Edit Permission

Name

EditAssetdocuments

Description

Can Add or Edit Asset Documents

Administration Level

1

OK

Cancel

Note: It is not possible to modify the Name or Description of a Permission.

