## Connect 6: Security Roles

Security Roles

The permissions for full administrative access to the website or restricted access are assigned to certain default security roles. Users may then be assigned a security role and acquire permissions needed to perform certain duties and edit certain pages. Further Security Roles may be created to provide group access to specific pages on the website.

- Select Security Roles in left menu 'or' the Security Roles icon from the Dashboard.
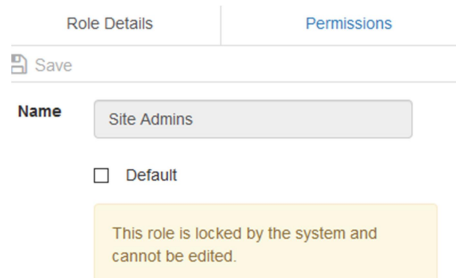

OR
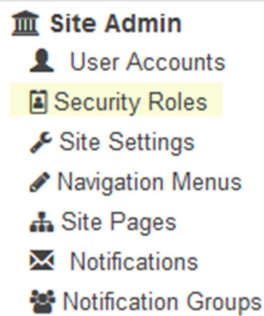
- The Security Roles created by default that display in the resulting area are as follows:
  - Site Admin
  - Site Staff
  - Registered Users
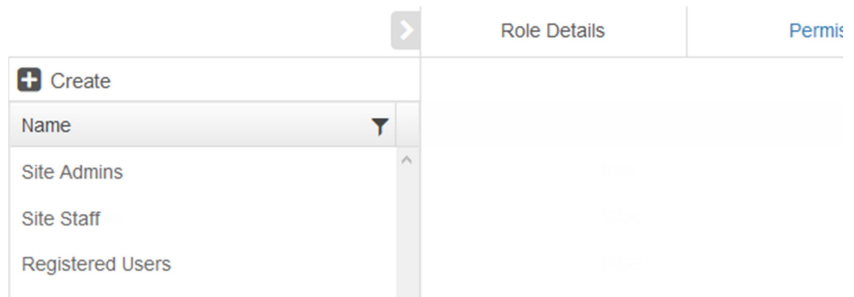
Site Admin:

The Site Admin role is locked by the system and cannot be edited. This security role provides permissions by default to every area of the website.

Site Staff:

The Site Staff security role permissions may be customized by the Site Admin to provide certain permissions for those user accounts who are assigned this role. When a user is assigned this role, they will inherit the customized permissions given to the role.

To assign permissions, you will:

- Select the Permissions tab
- Select the applicable boxes
- Select Save

Role Details | **Permissions**

💾 Save ←

▸ ☐ Users & Security
  ☐ Create / Manage User Profiles
  ☐ Manage User Security
  ☐ Create / Manage Site Roles
▸ ☑ Connection Groups
  ☑ Create / Manage Personal Groups
▸ ☐ Notifications
  ☐ Manage Site Notification Groups
  ☐ Send Notifications to Site Groups
▸ ◼ Site Library
  ☑ Browse Site Document Library
  ☐ Manage Site Document Library
  ☑ Manage Personal Document Library
▸ ☐ Site Settings
  ☐ Edit Site Settings
  ☐ Edit Site Template
  ☐ Edit Site Settings
▸ ☐ Site Pages
  ☐ Create / Manage Site Pages
  ☐ Edit Site Pages
  ☐ Publish Site Pages
▸ ☑ Announcement Content
  ☑ Author & Create Personal Announcements
▸ ☑ Blog Content
  ☑ Author & Create Personal Blogs
▸ ☑ Calendar Content
  ☑ Create Calendars Events
▸ ☑ News Content
  ☑ Author & Create Personal News

Registered Users :

The Registered Users role is one that is assigned by default to anyone who registers to a Notification Group on the website. This role 'can' be assigned further permissions and access to pages by the Site Admin.

Role Details | **Permissions**

💾 Save

Name   Registered Users
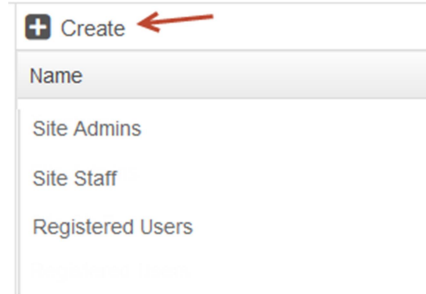
☑ Default

In addition to the default Security Roles, a Site Admin may create additional Security Roles and assign permissions accordingly. You can also create a Security Role for the purpose of assigning it to certain users and making the role a Contributor to a page.

To create a new Security Role:

- Select the Create button

- In the Role Details area, you will type the new Role name and then Create.
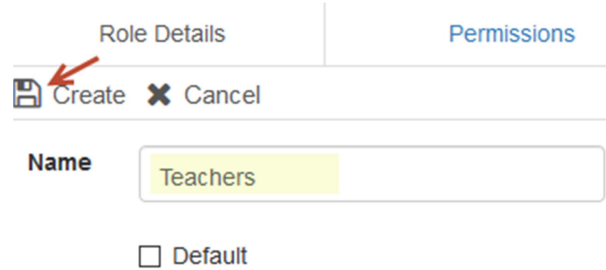
- You can then select the Permissions tab and assign permissions accordingly.