

Creating Security Roles

In GenDash, you assign access to pages based on the role assigned to a user. You can create unique roles for your company to group users based on what they should be able to view. Some basic roles provided by Becton Schantz by default are:

- Admin—Only users with administrator level access should be assigned to this role.
- Company—By default, all users you create are assigned to the Company role. However, you can change this on an individual basis.
- Registered User— By default, all users you create are assigned to the Registered User role. However, you can change this on an individual basis.

The difference between the Company role and the Registered User role has to do with the ability to view pages and modules:

- If a user has only a Company role, they can log into GenDash, but can't view pages or modules. You cannot remove the Company role from a user. (Though you can make them unauthorized, which means they can't log into the GenDash system.)
- If a user has a Registered User role, he or she can view or edit any pages (or modules) that you have defined as editable by Registered Users.

Creating a New Role

1. Select Admin | Security Roles from the Link bar at the top of the window. GenDash displays a list of security roles.

Name	Description	Fee	Every	Period	Trial	Every	Period	Public	Auto
Administrators	Portal Administration							False	False
bscshull	Shelley Hull							False	False
esv	esv							False	False
mschantz	mschantz							False	False
Project	Projects and Programming							True	False
Registered Users	Registered Users							False	True
Subscribers	A public role for portal subscriptions							True	True
Support	Support							False	False



Edit icon

To edit security roles, select the Edit icon to the right of the role.

The fields in the center of the window (from Fee to Period) are not applicable to GenDash right now.

- Select the Add New Role button. GenDash displays the Edit Security Roles window:

Table 4. Security Roles Fields

Field	Format / Description
Role Name	The name for the role. GenDash displays this name: <ul style="list-style-type: none"> On the list of security roles On the Page window, where you can select which roles have access to the page. On the Module window, where you can select which roles have access to the modules.
Description	A description of how this role is used. The description displays on the list of security roles.
Public Role?	<i>Not applicable.</i>
Auto Assignment?	If you select this, GenDash assigns the new role to all existing users and any future users.



Note: None of the Advanced Settings are applicable to GenDash at this time.

- When you are done, select Update to save your changes and close this window.