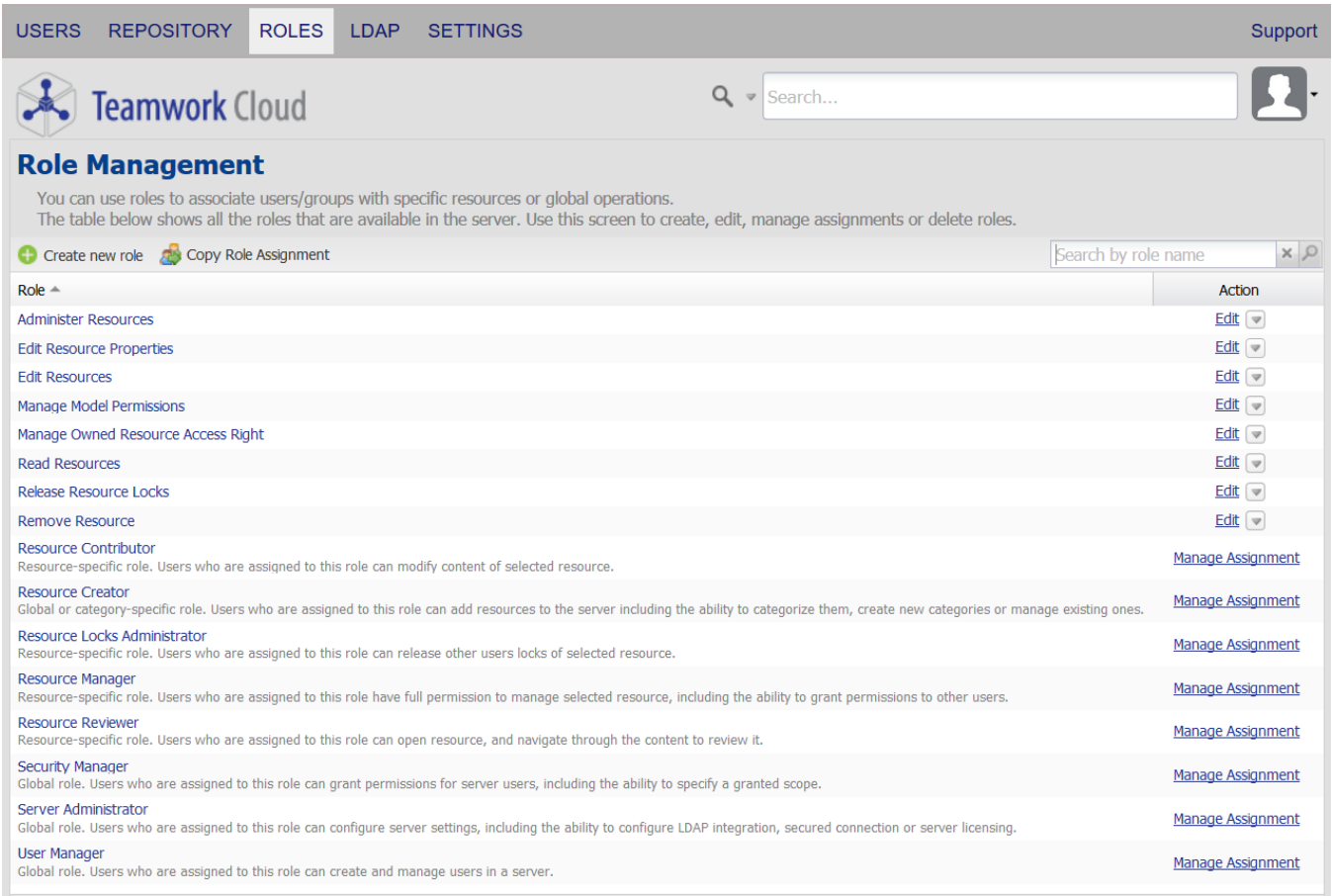


Role Management page

The Role Management page contains both pre-existing and custom roles within the Teamwork Cloud (TWCloud) system (see [Types of roles](#) for more information about each type). The roles are sortable in ascending or descending alphabetical order. The details of each role such as the permissions and assignments are viewable on the [Role detail page](#), which opens every time you click the role name.



All user roles created in TWCloud listed on the Role Management page.




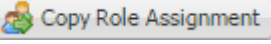


A pre-existing role is a fixed role that you cannot edit, but you can assign it to one or more users. You can add a custom role to suit your or your organization's needs or modify it as desired. When you assign a role to a user, the permissions associated to that role will be automatically given to the user.

The **Role Management** page allows you to:

- [Create a new role](#).
- [Copy role assignments from one user to another](#).
- Open the [Role detail page](#) where you can:
 - View user role details.
 - Delete a user role.
 - View users or resources assigned to the role.
 - Assign more users or resources to the role.
 - Remove users or resources from the role.
 - Add and delete permissions.

The following table describes the UI components of the **Role Management** page in detail.

UI Components	Description
Role	This column shows a user role's name in the TWAdmin. The name is hyperlinked so you can click it and view the role's details, edit it, or manage the role or resource assignments.
Edit	The Edit button in the Action column allows you to edit a user role's information, change the permissions, add assignments.

 	The arrow button contains the delete button that allows you to delete a user role.
Manage Assignment	This button opens the Role detail page.
 Create new role	This button creates a new TWCloud user role. See Creating roles for more information.
 Copy Role Assignment	This button copies roles and resource assignments from one user to another.
<input type="text" value="Search by role name"/>  	You can use this search box to find a user role by typing a keyword. TWAdmin will run the search and find matching role names.

Role detail page

The **Role detail** page opens after you click a user role, the [Edit](#), or [Manage Assignment](#) button on the **Role Management** page. Besides allowing you to view, add, delete, or edit a user role (custom roles only) and its permissions, the **Role detail** page enables you to:

- Assign roles to a user, a resource, or a user group.
- Delete a user from the role.
- See all users assigned to the role.



[← Back](#)

Role detail

Name: Resource Contributor

Description:	Resource-specific role. Users who are assigned to this role can modify content of selected resource.
--------------	--

Assigned Permissions:*

[Edit Resources](#)

Read Resources

- Role Assignments



Add

- Matrix Criteria

[All Resources](#)

Swap

All



Search

Clear

Username/Group ^	Scope	Case studies		
		Inventory Contr...	activity diagram	class diagram
External User				
admin	<input checked="" type="radio"/> Global <input type="radio"/> Custom			
Internal User				
Administrator	<input type="radio"/> Global <input checked="" type="radio"/> Custom			
EmmaWH	<input type="radio"/> Global <input checked="" type="radio"/> Custom			
Kiim	<input checked="" type="radio"/> Global <input type="radio"/> Custom			
P1	<input checked="" type="radio"/> Global <input type="radio"/> Custom			
aa	<input checked="" type="radio"/> Global <input type="radio"/> Custom			
bat	<input checked="" type="radio"/> Global <input type="radio"/> Custom			

Page 1 of 1 Displaying 1 - 14 of 14

Column Paging: Display 20 project column(s) per page


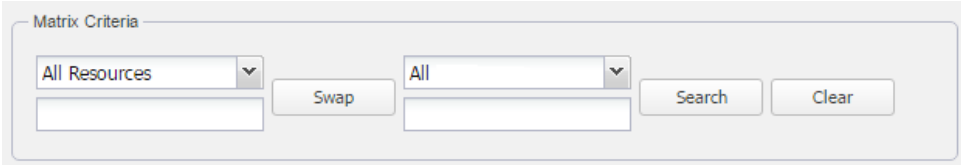
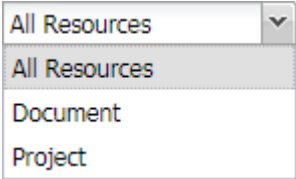
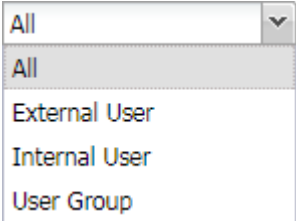




Save

The Role detail page contains specific information about a role such as the permissions and the assignments and also allows adding assignments to the role.

**Note**

- Only a Security Manager can see complete information about each user role on the **Role detail** page.
- You cannot edit pre-existing roles and their permissions.

The following table explains the UI components of the **Role Assignments** pane of the **Role detail** page.

Property	Function
 Add	The Assign button opens the Add Users dialog, which contains a list of usernames that you can select and assign to the role.
Matrix Criteria 	
Resource filter box 	To allow you to filter the resources that match an entered name. <ul style="list-style-type: none"> • All Resources • Document • Project
User directory filter box 	To allow you to filter users from a specific user directory or all directories. You can select one out of three available options: <ul style="list-style-type: none"> • All • External User • Internal User • User Group
	To determines the order of data in a row and column matrix. You can choose either: <ul style="list-style-type: none"> • All Resources (rows) to All/External User/Internal User directory (columns). • All/External User/Internal user/User Group directory (columns) to All Resources (rows).
	To start searching for a resource or a username.
	To clear search results.
Username column	To list all internal and external users to whom the role has been assigned together with resources.
	To remove a user from the current role.
Scope column	To allow you to select either: <ul style="list-style-type: none"> • Global scope: This scope extends the role's permissions on all server-related resources in the TWCloud system. • Custom scope: The role's permissions are limited and are valid only for selected resources.

Resource Column	To list all resources in each directory and check boxes. You can assign a resource to a user by selecting the check box. Depending on your role, you may see only the resources in which you have permissions. Unless you select Custom as the scope of the role, you cannot assign users or resources.
<input type="button" value="Save"/>	To save changes made to role.

You can filter a resource and/or a username in the **Matrix Criteria** pane. The search results will appear below the filter box(es) in a matrix table. This contextual matrix is based on the row and column criteria. It means that data in the matrix is arranged based on the resource name and the username criteria that you select from the filter box.



Info

You can assign a role to a user or remove it by using the **Role Assignments** section in either the **Role detail** or the **User detail** page. For more information, see [Assigning roles](#).

Related pages

- [Types of roles](#)
- [Scopes of roles](#)
- [Permissions](#)