

VirtualCallboard User Permissions

	1 - Viewer	2 - Contributor	3 - Manager	4 - Administrator
Announcements				
View	Yes	Yes	Yes	Yes
Create	No	Yes	Yes	Yes
Edit	No	No	Yes	Yes
Delete	No	No	Yes	Yes
Notes & Email				
View	Yes	Yes	Yes	Yes
Create	No	Yes	Yes	Yes
Delete	Yes	Yes	Yes	Yes
Note: Deleting a note only removes it from the user's view. It does not delete it from the system or from all views.				
Discussion				
Create	Yes	Yes	Yes	Yes
View	Only if Added	Only if Added	Only if Added	Only if Added
Reply	Only if Added	Only if Added	Only if Added	Only if Added
Edit	Owner Only	Owner Only	Only if Added	Only if Added
Delete	Owner Only	Owner Only	Only if Added	Only if Added
Schedule				
Calls				
View	Yes	Yes	Yes	Yes
Create	No	No	Yes	Yes
Edit	No	No	Yes	Yes
Delete	No	No	Yes	Yes
Attendance				
Calculate Hours	Yes	Yes	Yes	Yes
View Attendance	Mine Only	Mine Only	All Users	All Users
Enter Availability	Mine Only	Mine Only	All Users	All Users
Create Availability Time Frames	No	No	Yes	Yes
Fittings				
Fittings History	Mine Only	All for My Company	All for My Company	All
Fittings Schedule	Mine Only	All for My Company	All for My Company	All

VirtualCallboard User Permissions

	1 - Viewer	2 - Contributor	3 - Manager	4 - Administrator
Reports				
View Report	If Recipient	If Recipient	If Recipient	If Recipient
File Report	If Filer	If Filer	If Filer	If Filer
Edit Report	If Filer	If Filer	If Filer	Yes
Delete Report	If Filer	If Filer	If Filer	Yes
Create Template	No	No	Yes	Yes
Edit Template	No	No	If Owner	Yes
Delete Template	No	No	If Owner	Yes
Edit Report Recipients	No	No	If Owner	Yes
File Sharing				
View Files	Yes	Yes	Yes	Yes
Upload File	No	Yes	Yes	Yes
Delete	No	If Owner	If Owner	Yes
Contact Sheet				
Create	Some Fields	Some Fields	All Fields	All Fields
Administration				
Edit User	Mine Only	Mine Only	Yes	Yes
Add User	No	No	Yes	Yes
Add Company	No	No	No	Yes
Company Administration	No	No	No	Yes
Site Administration	No	No	No	Yes
Invoice/Payments	No	No	No	Yes

Other Considerations

A user's level is defined for the entire site, not per company.

A user's level can be changed at any time.