



Security Levels Explained

Security Groups & Levels



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Contents

Security Levels Explained 3
 A Security Note 3

Security Levels Overview 4

Appendix A 7
 Remote Request Groups 7
 Other Groups 8

TeamWORKS Security Quick Guide

Security Levels Explained

There are numerous TeamWORKS modules in the TeamWORKS Solutions product line; therefore, there are several different security groups that you can use to set up your users in TeamWORKS Control Panel. This manual is designed to be a brief guide to those security groups and the applications to which they are associated.

Keep in mind that there are several different security levels within these groups. To refresh your collective memories, see the level definitions below.

Users do not need to have more than one level within a given group. For example they do not need AssetAdd and AssetEdit only give the highest level, in this case AssetEdit. Doing this will cause issues when running your software.

Desktop and Web Application Security Levels

Delete members can view, add, edit, and delete records

Edit members can view, add, and edit records

Add members can view and add records

View members can view records

Remote Request Security Levels Guest, User, and Admin

Guest members can only view reports

User members can view reports and add requests

Admin members can view reports, add requests, and access configuration

A Security Note

Keep in mind that each security level is independent from the other security levels. For instance, a user can be given rights to InventoryDelete (all rights) and only have rights to WorkOrdersView (view only rights).

SystemAdmin rights override all other rights.

SystemAdmin is the highest level of security for all applications.

Security Levels Overview

The following section will define the many different security groups available through TeamWORKS Control Panel. For an explanation of the different levels, refer to the previous section, “About TeamWORKS Security Levels.”

Product Application	TeamWORKS Security Group
Asset Manager	AssetsDelete AssetsEdit AssetsAdd AssetsView
Attendance Manager	AttendanceDelete AttendanceEdit AttendanceAdd AttendanceView
Codes Manager	CodesDelete CodesEdit CodesAdd CodesView
Dispatch	DispatchDelete DispatchEdit DispatchAdd DispatchView
Employees Manager	EmployeesDelete EmployeesEdit EmployeesAdd EmployeesView
Facility Scheduling	FacilitySchedulingDelete FacilitySchedulingEdit FacilitySchedulingAdd FacilitySchedulingView

Product Application	TeamWORKS Security Group
Inventory Manager	InventoryDelete InventoryEdit InventoryAdd InventoryView
Inventory Issued to a Work Order	InventoryIssuesToAWorkOrderDelete InventoryIssuesToAWorkOrderEdit InventoryIssuesToAWorkOrderAdd InventoryIssuesToAWorkOrderView
Inventory Transfer	InventoryTransferDelete InventoryTransferEdit InventoryTransferAdd InventoryTransferView
Keys Manager	KeysDelete KeysEdit KeysAdd KeysView
Locations Manager	LocationsDelete LocationsEdit LocationsAdd LocationsView
PM Manager	PMDelete PMEdit PMAdd PMView

Product Application	TeamWORKS Security Group
TeamWORKS Remote Request **See Appendix A for additional information about Remote Request groups.	SNMMRL-Admin SNMMRL-BI-User SNMMRL-CI-Guest SNMMRL-CI-User SNMMRL-FS-Guest SNMMRL-FS-User SNMMRL-II-Guest SNMMRL-II-User SNMMRL-WO-Guest SNMMRL-WO-RemoveSearch SNMMRL-WO-User SystemAdmin TWAdmin
Utility Manager	UtilitiesDelete UtilitiesEdit UtilitiesAdd UtilitiesView
Vehicle Fuel Manager	VehicleFuelUsageDelete VehicleFuelUsageEdit VehicleFuelUsageAdd VehicleFuelUsageView
Vendors Manager	SuppliersDelete SuppliersEdit SuppliersAdd SuppliersView
Work Order Manager	WorkOrdersDelete WorkOrdersEdit WorkOrdersAdd WorkOrdersView

Appendix A

Remote Request Groups

This section further defines security for TeamWORKS Remote Request.

Security Level	Application	Rights
SNMMRL-Admin	All of TeamWORKS Remote Request	Can run reports, make requests, change status of requests, and access configuration
SNMMRL-BI-User	Bus Incident Request and Search	Can run reports and make request
SNMMRL-CI-Guest	Custodial Inventory Request and Search	Can run reports
SNMMRL-CI-User	Custodial Inventory Request and Search	Can run reports and make requests
SNMMRL-FS-Guest	Facility Scheduling Request and Search	Can run reports
SNMMRL-FS-User	Facility Scheduling Request and Search	Can run reports and make requests
SNMMRL-II-Guest	Instructional Inventory Request and Search	Can run reports
SNMMRL-II-User	Instructional Inventory Request and Search	Can run reports and make requests

Security Level	Application	Rights
SNMMRL-WO-Guest	Work Order Request and Reports	Can run reports
SNMMRL-WO-RemoveSearch	Work Order Request and Reports	Can only make requests
SNMMRL-WO-User	Work Order Request and Reports	Can run reports and make requests

Other Groups

This section further defines security for other TeamWORKS groups that have not yet been mentioned.

Security Level	Application	Rights
Mobile Users	TeamWORKS Mobile Apps	Can access the Mobile Apps
SystemAdmin	All of TeamWORKS applications	Top Level security group for all of TeamWORKS
TWAdmin	TeamWORKS Client Application	Has Admin rights for all applications but does not have the Admin button
Virtual	RemoteRequest	Has access to External Links
WebWO-EmployeeLabor	TeamWORKS Web Work Orders	Can access labor totals
WebWO-RemoveLabor	TeamWORKS Web Work Orders	Hides Labor totals

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