

Overview

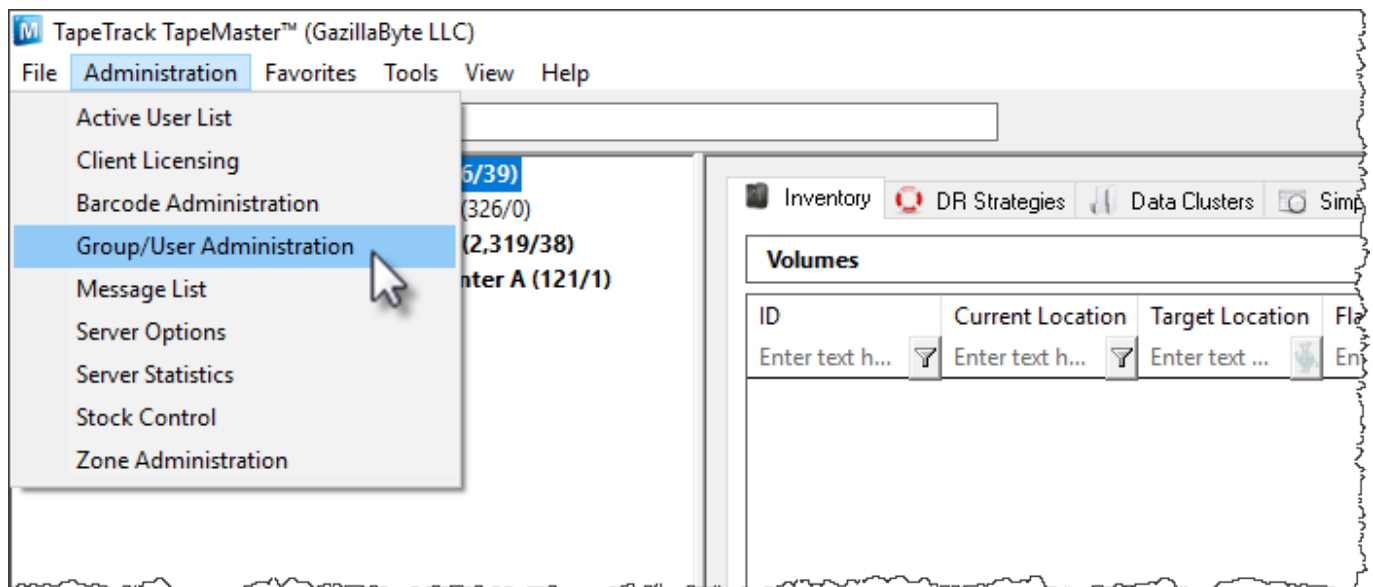
Groups are used to assign access privileges to a collection of users without the need to assign them to each user on an individual basis. This also makes it efficient to manage access changes to the entire group/s without the need to know what users belong to which group.

Creating A Group



If creating a new group from the [Add a New User](#) window skip to [Edit New Group](#)

On the Administration drop down menu in TapeTrack TapeMaster select Group/User Administration.



Select the Groups tab and right click in the main window and select Add Group.



Edit New Group


Identity

In the Identity tab enter a unique group ID (max 10 alphanumeric characters) and a group description.



Roles

Set positional role description required (optional) for hierarchy of users within the group. Roles rank from highest (0) to lowest (7)

 Roles do not alter permissions of a User in the TapeMaster product, however, roles can be used in TapeTrack Lite to view Users and modify their information. Users of a lower



Role-ID Number (0, 1 or 2) can view and modify Passwords for Users of a higher Role-ID Number using the [User Management Task](#) in [TapeTrack Lite](#).

The screenshot shows the 'Edit New Group' dialog box with the 'Roles' tab selected. It contains a table of roles and a descriptive note.

| Role ID | Role Description |
|---------|------------------|
| 0 | Supervisor |
| 1 | Librarian |
| 2 | |
| 3 | |
| 4 | |
| 5 | |
| 6 | |
| 7 | |

You can define up to 8 Roles. Each role should report into the Role above. Roles 0, 1 and 2 will be able to update User profiles that are of a lower level.

Access

The screenshot shows the 'Edit New Group' dialog box with the 'Access' tab selected. It displays access settings for a customer and a list of access predictions.

| Customer-ID | Access |
|-------------|--------------------|
| US* | Read, Write, Alter |

Access Prediction

| Customer | Description | Access |
|----------|------------------------------|--------------------|
| US01 | New York Data Center | Read, Write, Alter |
| US02 | Los Angeles Data Center | Read, Write, Alter |
| US03 | North Carolina Data Center A | Read, Write, Alter |

Options



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