

# Overview

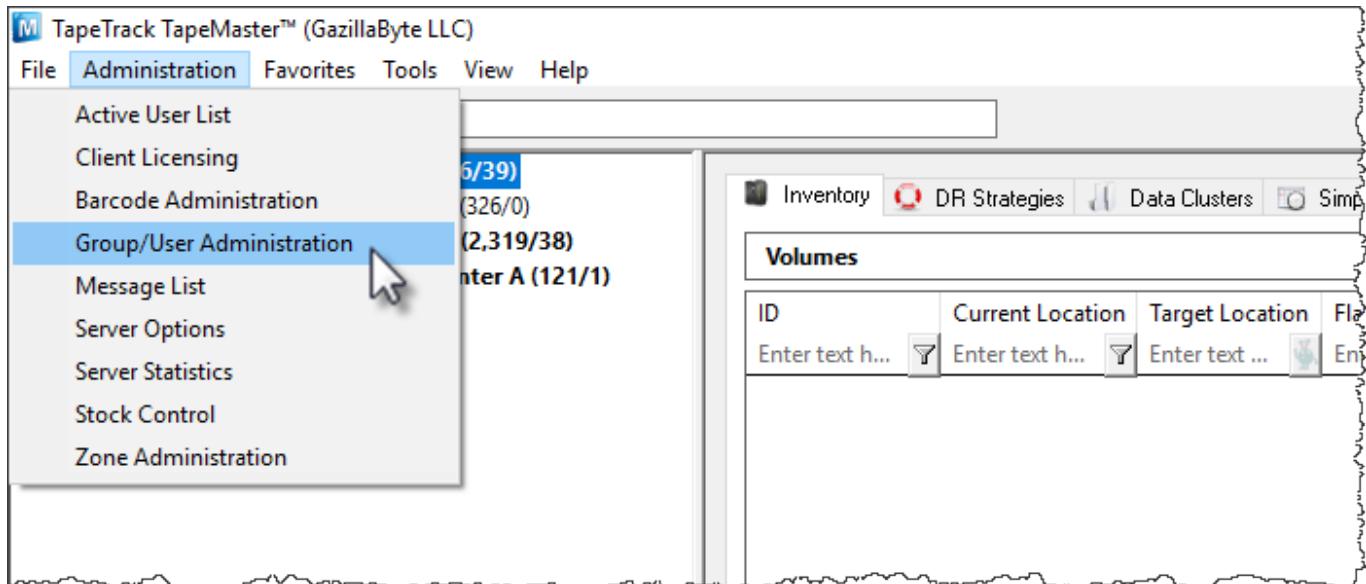
Groups are used to assign access privileges to a collection of users without the need to assign them to each user on an individual basis. This also makes it efficient to manage access changes to the entire group/s without the need to know what users belong to which group.

## Creating A Group

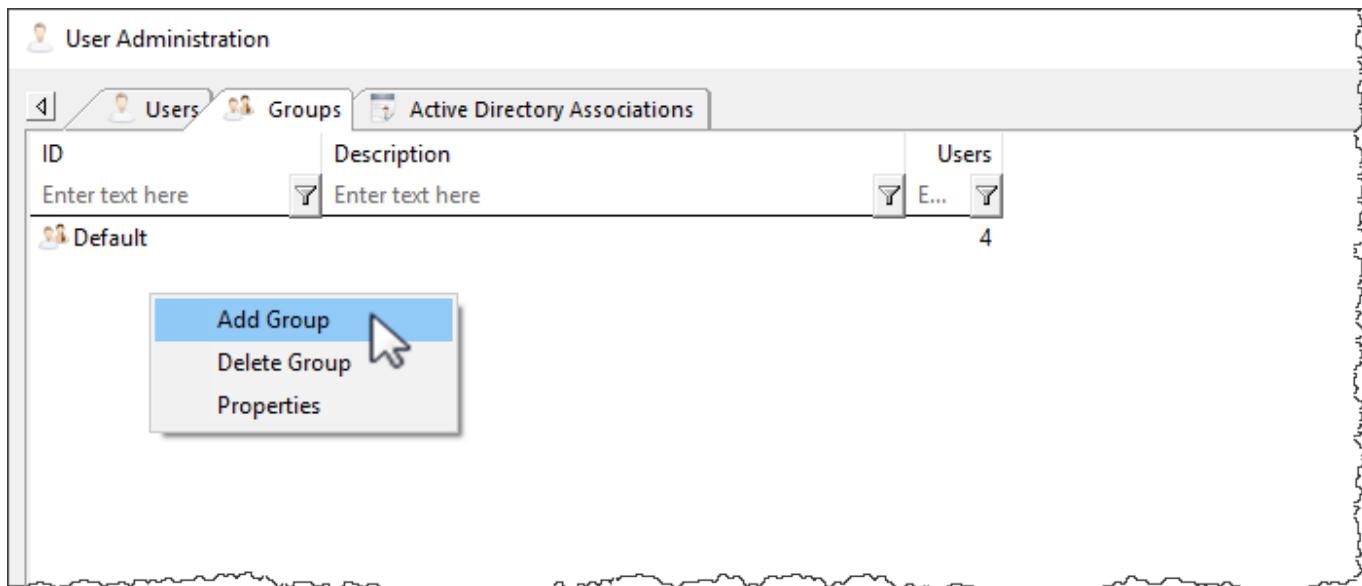


If creating a new group from the [Add a New User](#) window skip to [Edit New Group](#)

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.

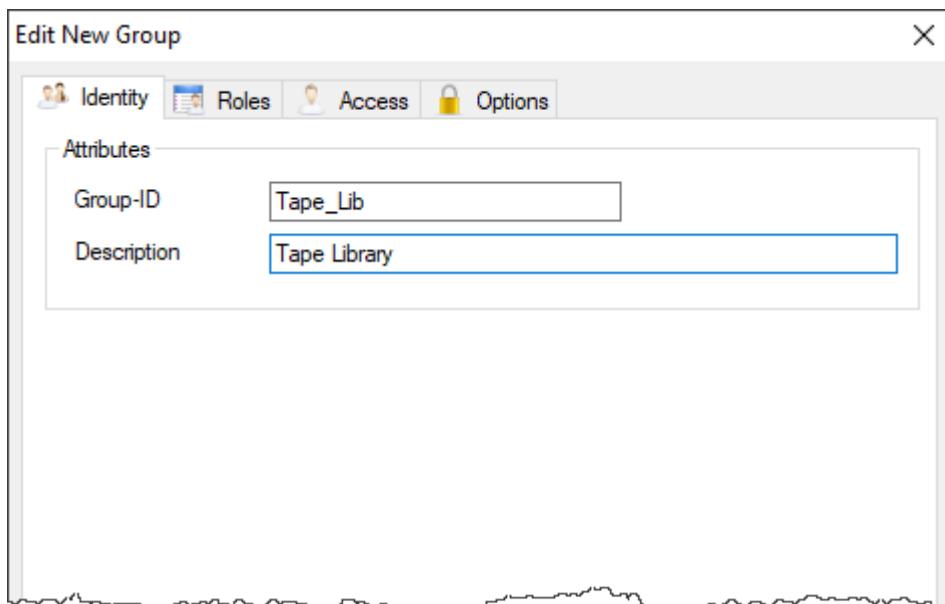


The screenshot shows the 'User Administration' interface with the 'Groups' tab selected. A context menu is open over a group named 'Default', showing options: 'Add Group' (highlighted with a blue box and a cursor), 'Delete Group', and 'Properties'.

## Edit New Group

### Identity

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



The 'Edit New Group' dialog box is shown with the 'Identity' tab selected. The 'Attributes' section contains the following fields:

Group-ID	Tape_Lib
Description	Tape Library

### Roles

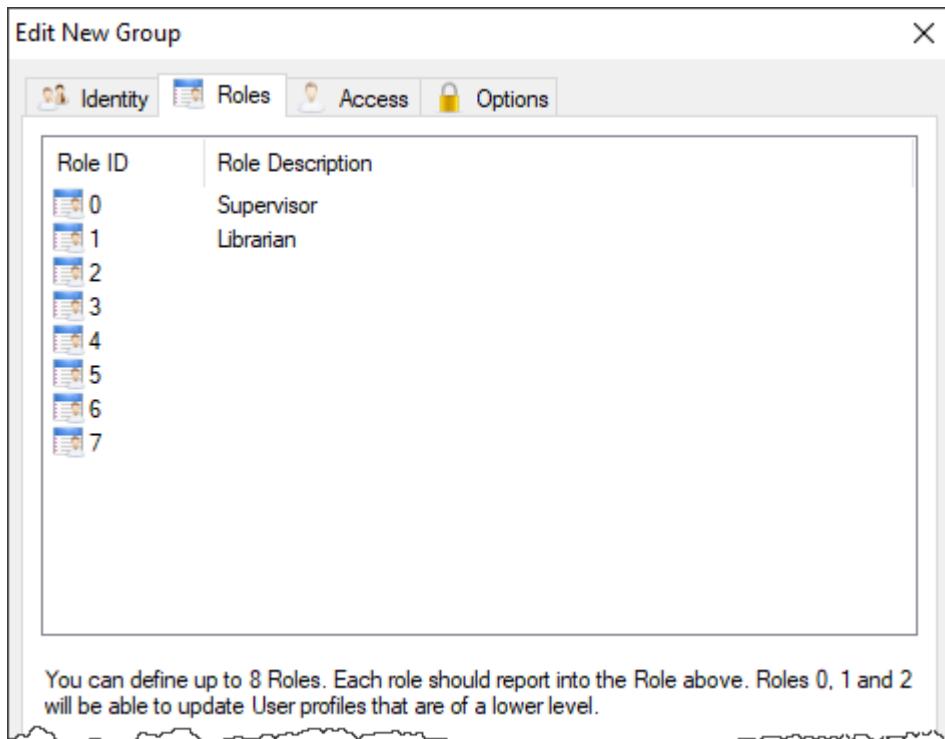
Set positional role description required (optional) for hierarchy of users within the group. Roles rank from highest (0) to lowest (7)



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](#).



## Access

Assign group access by adding required ID/s or ID ranges Customer ID field and changing to true the types of access needed.

- Read allows any user assigned to the group to read information on the defined customer ID.
- Write allows any user assigned to the group to write information on the defined customer ID.
- Alter allows any user assigned to the group to add or delete information on the defined customer ID.

**Edit New Group**

Identity Roles Access Options

**Customer-ID** **US\***

**Access**

Read	<b>True</b>
Write	<b>True</b>
Alter	<b>True</b>

**Add**

**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

Click Add to assign the customer ID and access rights. The assigned ID and rights will now be displayed on the right window and predicted access shown below. You can add as many customer ID and access rights combinations as required by repeating the above process.

### Customer Filter Examples

*	All customers
US*	All customers starting with US
US??	All four character customers starting with US
US01	Only US01

## Options

Set User ID formats that any user assigned to this group must adhere to. If left as \* any ID format will be accepted.

Edit New Group X

Identity Roles Access Options

Valid User Filter

•

**User ID Filter Examples**

*	Any format
LB*	User ID's must start with LB
*LB	User ID's must end with LB
LB??????	User ID's start with LB and be 8 characters long

Click OK to save new group.

From:

<https://rtfm.tapetrack.com/> - TapeTrack Documentation



Permanent link:

[https://rtfm.tapetrack.com/master/create\\_group?rev=1502301435](https://rtfm.tapetrack.com/master/create_group?rev=1502301435)

Last update: **2025/01/21 22:07**