# **User Access Rights**

User access rights, or privileges, for TapeTrack are divided into software rights and Customer access. This allows the same software privileges to be assigned to different users while also choosing which Customers they have access to.

### **User Rights**

Administration Rights allow a user-ID to:

- Set Allow Deletes for Volumes to true or false
- Add and delete Repositories
- Add and delete Media types
- Add and delete Customers

## **Customer Access Rights**

Customer access rights can be assigned to a user on a per Customer basis. For example you may assign full Customer access to a staff member at the location of that Customers Volumes but only read access for other Customers Volumes.

#### **Read Access**

Read access allows the user-ID to view the Inventory for the assigned Customer-ID but not make any alterations to the data including the Volume's location or attributes.

#### **Write Access**

To enable Write access, the user-ID must have Read access enabled.

Write access allows the user-ID to:

- Place Volumes into a move
- Confirm Volumes into Repositories
- Add or change Volume attributes and Flags

#### **Alter Access**

To enable Alter access, the user-ID must have Read and Write access enabled.

Alter access allows the user-ID to:

Add Volumes

• Delete Volumes if current Repository set to Allow Deletes

### **Catalog Access**

Catalog access allows the user-ID to access Catalog information

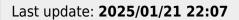
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