Portal & Organization

The **"Portal & Organization"** module can be seen as a basic module and allows the administrator to define and design the basic structures of the Webdesk program.

This basic framework is made up of the following **areas** and associated **questions**:

Organization management[1]	Authorization control[2]	Function Setup & Customizing[3]
How do I define organizational structures? How do I add new people/groups/roles? How do I assign people to roles/groups?	Which person/role/group may access which functions? Whose data may an authorized person view through a function?	How do I configure an action? How do I customize the menu tree? How do I add another language to Webdesk?

System settings[4]	User settings[5]
Settings for IT experienced administrators (parameterization, maintenance, jobs, connectors)	*Settings for the personal Webdesk of individual users (language, display, etc.)*

Organization management

Organizational management is used to map and manage the hierarchical structure of the company. This includes linking the organizational structures (organizational chart, groups/departments) with each other, as well as mapping them in the organizational chart and managing the employees.
Role management takes into account the functions that employees perform in the company (line manager, HR department, etc.). It is also possible to define a deputy for a specific role in the event of absence.

Authorization control

Authorization control allows the targeted release of access to individual program functions, for example to certain forms, information functions, evaluation lists, etc. As a further element of authorization control, the **view permission** can be used to define which target persons or sub-areas of the organization may be viewed by a specific information function.

Function Setup & Customizing

With these functions, Webdesk EWP can be individually adapted to the customer's wishes and requirements. An unlimited number of **configurations** can be created for each **action** that can be executed in Webdesk EWP, which can be **customized** in terms of display and content.

The **menu structure** is used to provide the user with a set of menu bars and associated menu items. These menu items can be grouped individually in folders within the **menu tree**.

In **language management** (internationalization), Webdesk can be configured in multiple languages.

System settings

The **system settings** are used both for **parameterizing** Webdesk and for **maintenance**. System parameters, jobs and connectors are used to make the basic settings and synchronize departmental and personal data from the time management system. Periodically running auxiliary programs - so-called jobs - enable the processing and synchronization of mass data. They can also be used to synchronize or delete calendar data from the groupware system, automatically generate applications and forward them to employees and much more ...

Log entries can be defined for monitoring purposes. It is also possible to display logged-in users or active jobs.

1. /daisy/personalwolke-admin/3065-dsy.html?language=4
2. /daisy/personalwolke-admin/5479-dsy.html?language=4
3. /daisy/personalwolke-admin/3730-dsy.html?language=4
4. /daisy/personalwolke-admin/3731-dsy.html?language=4
5. /daisy/personalwolke-admin/7375-dsy.html?language=4