Authorizing a project manager to run evaluations

General

Usually only the respective **project managers** (members of the loose group **XX-PTM-ProjMngr**) are permitted to evaluate the projects assigned to them. How to grant such a permission is described below.

> NOTIZ
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> Permissions granted for a main project also apply to all subprojects!

Creating a new project

Creating a new project is described in detail in the chapter New project[1].

Granting the permission

After the relevant **project** has been created or selected, navigate to the **Permissions** tab.

Clicking **Add permission** displays a new row for entering the details.

In the **Permission type** column, select **Person**.

An input field then also appears in the **Executor** column. Here you can select the desired employee (by direct entry with the AutoComplete function or by clicking the correct row):

Because the selected employee (project manager) is to be authorized to view all project efforts and to create evaluations/reports, the last step is to check the box in the **Reports** column:

Valid from and Valid until
With these parameters, you can optionally limit the validity period of the permission - if nothing is entered, the current date is automatically used as the from date and 01.01.3000 as the until date.

Delete
By clicking in the column with the delete icon

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permissions that have already been entered can be revoked at any time.

Clicking **Save** finally applies the entry, whereby the employee receives the permission. Clicking **Cancel** discards the entry.

1. /daisy/personalwolke-admin/7006-dsy.html?language=4