

Assign project permissions

To assign **permissions** for a specific project, as an administrator, you access the **project overview** via

MODULES

--> **Project time acquisition**

--> **Projects**

Select the desired project and click on the **"Permissions"** tab to get to the permissions overview. Here you will find an overview of all existing permissions for this project as well as the possibility to **delete, modify and assign** new ones. To do this, proceed as follows:

- 1) Klick on button "Add permission"
- 2) Choose the desired subject type for permission (whole client, group or individual roles/persons)
- 3) Choose the desired subject which shall be permitted (which client, group, role, person)
- 4) Choose the desired permission category (multiple types pickable)
[more about the different permission categories](#)¹
- 5) Select date for "valid from" (if nothing is inserted here, the current date is assumed)
- 6) Select date for "valid till" (if nothing is specified here, the longest possible validity is assumed)

Assign project permissions:

Save Cancel Back Project: MBMar (MB Solutions Marketingaktionen)

Assign Project Permissions
Projects --> choose Project --> Tab "Permissions"

Name MB Solutions Marketingaktionen Valid from 19/11/2018
Shortname Code Valid till 01/01/3000

Step 2: Choose the permission type
Step 3: Choose the performing Group/Person/etc.
Step 4: Choose the applicable permission types
Step 1: Click on "Add permission"

Permissi...	type	Performer	Inherit	Negative	Book	Rebook	Edit	Report	Valid from	Valid till	Delete
Client		MB Solutions GmbH	☐	☐	☒	☒	☐	☐	23/11/2018	01/01/3000	
Group		MBManagers (MB Solutions Manager)	☐	☐	☒	☒	☐	☒	21/05/2019		

Add permission

Inherited permissions

Performer	Book	Rebook	Edit	Report	Valid from	Valid till	Assigned from
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1. /daisy/personalwolke-admin/8102-dsy.html?language=4#dsy8102-dsy_Arten der Berechtigung