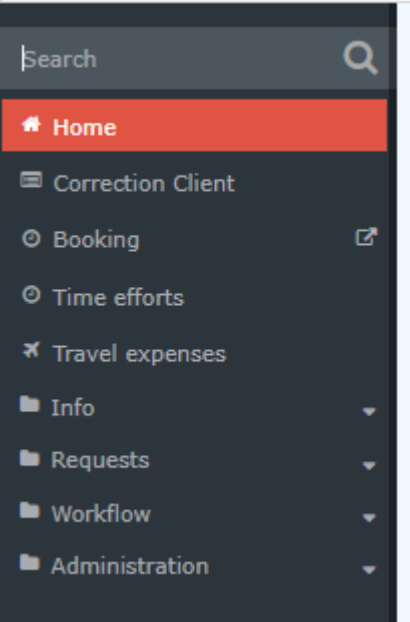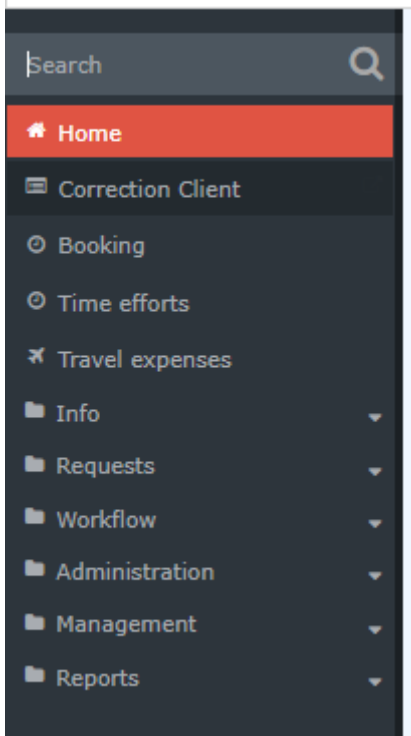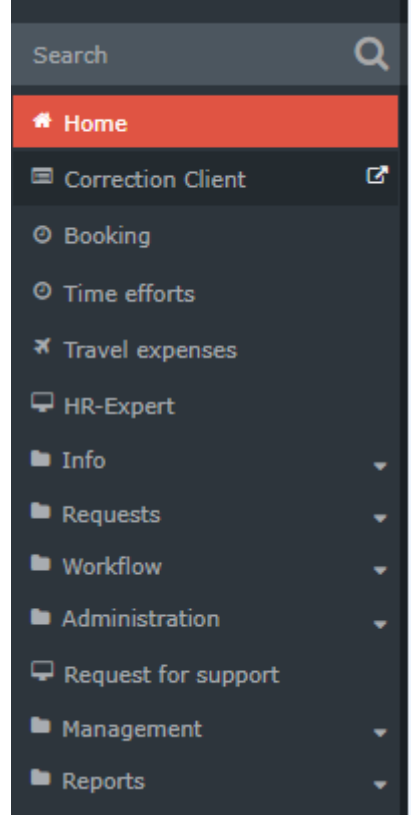# Authorization concept

Permission concept in **Personalwolke Time** is implemented by assigning of users to "loose groups". Depending on the assignment to loose groups the permissions of the users can be changed from standard time attendance (basic user interface) to additional management reports or administrator functions. The number of loose groups can be customized to special requirements of the customer. Nevertheless, every **Personalwolke Time** customer has to consider three types of loose groups:

Personalwolke Time:

loose group ALL	loose group ALL + loose group Management	loose group ALL + loose groupe Admin
Standard group - this group **MUST** be assigned to every user who is tracking time!	Management Group - Users added to this group will see additional menu items for evaluation of company employees in management reports - accounts evaluation[1], calendar overview[2], annual calendar[3] and statistics[4].	Administrators group - Users added to this group are given additional menu items for managing the Organigram[5], Persons[6], Groups[7] and Roles[8], as well as the ability to Switch users[9] to view the Personalwolke from the perspective of the selected user.

Of course it is also possible to add a user to all loose groups and thus unlock the administration AND management menu items to the user or a simple standard user is created which is only added to the loose group [prefix] ALLE.

> **WARNUNG**
>
> The menu item Time management --> Correction client represents a special case. Only persons who have assigned the Personnel role can use this correction client (regardless of the loose groups to which they have been added) to change bookings. In some cases Corretion client is also used

by standard users to track time: this option requires an assignment of the user to standard loose group]prefix] ALLE.

1. /daisy/personalwolke-default/6024-dsy.html?language=4
2. /daisy/personalwolke-default/6025-dsy.html?language=4
3. /daisy/personalwolke-default/6026-dsy.html?language=4
4. /daisy/personalwolke-default/6027-dsy.html?language=4
5. /daisy/personalwolke-default/5881-dsy.html?language=4
6. /daisy/personalwolke-default/5885-dsy.html?language=4
7. /daisy/personalwolke-default/5884-dsy.html?language=4
8. /daisy/personalwolke-default/5886-dsy.html?language=4
9. /daisy/personalwolke-default/5887-dsy.html?language=4