

# Projektberechtigungen vergeben

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 type** (multiple types pickable)  
more about the different permission types
- 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:**

Project: MBMar (MB Solutions Marketingaktionen)

Name: MB Solutions Marketingaktionen | Valid from: 19/11/2018  
Shortname: | Valid till: 01/01/3000  
Code: 2

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

**Step 2:** Choose the permission type

**Step 3:** Choose the performing Group/Person/etc.

**Step 4:** Choose the applicable permission types

Permissi...	type	Performer	Inherit	Negative	Book	Rebook	Edit	Report	Valid from	Valid till	Delete
Client		MB Solutions GmbH	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	23/11/2018	01/01/3000	<input type="checkbox"/>
Group		MBManagers (MB Solutions Manager)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	21/05/2019		<input type="checkbox"/>

Add permission

**Step 1:** Klick on "Add permission"

Inherited permis...

Performer	Book	Rebook	Edit	Report	Valid from	Valid till	Assigned from
-----------	------	--------	------	--------	------------	------------	---------------