APROPLAN

Access Rights for an Enterprise License (Project level)

IMPORTANT NOTE: What will my partners see depending on the access rights granted and the license they paid for.

	Guest	Contributor	Manager	Admin
Config				
Details	✕	✕	✓ (only for own project)	✓
Define Categories	✕	✕	✓ (only for own project)	✓
Define Rooms	✕	✕	✓ (only for own project)	✓
Define Status	✕	✕	✕	✕
Lists				
Create	✕	✕	✓	✓
Edit	✕	✕	✓	✓
Archive	✕	✕	✓	✓
Points				
Create	✕	✕	✓	✓
Edit	Status, add picture & comment (public list only)	Same as guest + edit category, user in charge, due date (public list only)	✓ (if author)	✓
Archive	✕	✕	✓ (if author)	✓
Move / copy	✓ (if at least manager in destination list)			
Delete	✕	✕	✓ (if author)	✓
Forms				
Create template	✕	✕	✕	✕
Edit template	✕	✕	✕	✕
Archive template	✕	✕	✕	✕
Create form	✕	✕	✓	✓
Edit form	✕	✕	✓ (if author)	✓
Fill in form	✓	✓	✓	✓
Finalize form	✓	✓	✓	✓
Reopen form	✓	✓	✓	✓
Archive form	✓	✓	✓	✓
Move / copy form	✓ (if at least manager in destination list)			
Delete form	✕	✕	✓ (if author)	✓
Reports				
Create at project level	✓	✓	✓	✓
Edit information	✓	✓	✓	✓
Edit sort options	✓	✓	✓	✓
Edit layout options	✕	✕	✕	✕
Edit logo options	✕	✕	✓	✓
Generate report per user in charge	✕	✕	✓	✓
Documents				
Add folder	✕	✕	✓	✓
Delete folder	✕	✓	✓	✓
Move folder	✕	✓	✓	✓
Add document	✕	✓	✓	✓
Edit document	✕	✓ (if author)	✓	✓
Archive document	✕	✓ (if author)	✓	✓
Move / copy document	✕	✕	✓	✓
Delete document	✕	✕	✓ (if author and if only 1 version)	✓
Add new version of document	✕	✕	✓	✓
Preload documents	✕	✓	✓	✓
Participants				
Add participant to project	✓	✓	✓	✓
Manage access rights at project level	✕	✕	✓ (max. manager rights)	✓
Manage access to documents	✕	✕	✓	✓
Manage link with categories	✕	✕	✓	✓