

003. Maintenance

How to limit access of my staff to specific files.

In the menu Maintenance - Personnel every member of the personnel has a button "ACL" to the right. (ACL = access control list)

Organisation Third Parties Task Types Part Types Task Type Conversion Standard Jobs Comm Templates Catalog Tablet Vehicle Typemap Checklists

Personnel data

Lastname: TOOTS
Forename: THIELEMANS
Number: [Click here to change the address.](#)
Phone: 056265293
Email:
Use e-mail for:
Contact:
Contact Phone:
Contact Email:

Location: Bodyshop B
Usergroup: Administrator
Language: Français (BE)
Team: select a team
Hourly Cost: €
Date Started:
Date Stopped:

Security

Password:
Confirm Password:
Visible:
☐ Login
☐ Workshop
☐ Planning
☐ Notifications
☐ Inspection
☐ Webservice
☐ Courtesy Car
☐ Reception
This will allow the user to be able to use the reception app.
☐ Logistics

ACL

Read ID Card
Show Identity data

Save Delete

This button allows you to select which files your staff can see.

We do this by looking at the owner, sentby, repairer and location.

By default, a user has no restrictions and he / she will see all the files.

If a specific owner is designated, only files with this owner will be displayed.

If a specific sentby is designated, only files with this party will be displayed.

If a specific repairer is designated, only files with this repairer will be displayed.

If a specific location is designated, files will only be displayed to that location. Note that even in the invoicing screen only invoices are displayed with that location.

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OrganisationThird PartiesTask TypesPart TypesTask Type ConversionStandard JobsComm TemplatesCatalogTabletVehicleTypemapChecklists

Personnel data

LastnameCOMPANYLocationRefurbish A

Forename

Number

Phone

Email

Use e-mail for

Contact

Contact Phone

Contact Email

Security

Access Control List

Item	Access to	Edit
If this list is left empty no acl checking will be done. The user will have access to all jobs		
Owner		Add
Referred By		Add
Repairer		Add
Location		Add

Save

Read ID Card

Show Identity data

Save

Delete

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