

QUICKSTART GUIDES

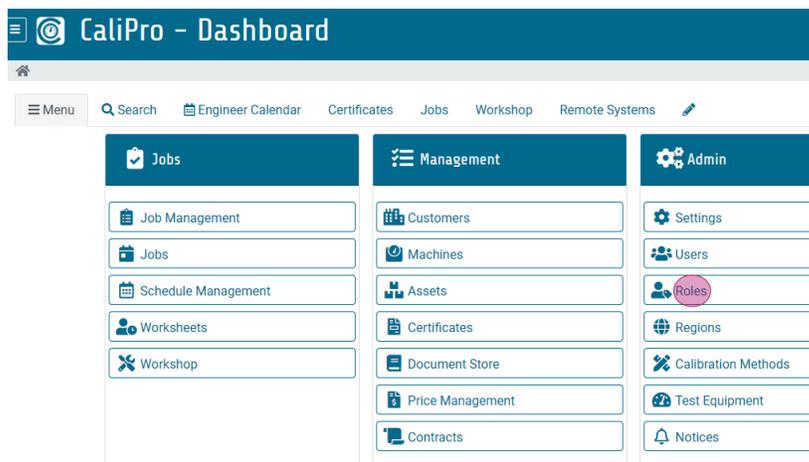
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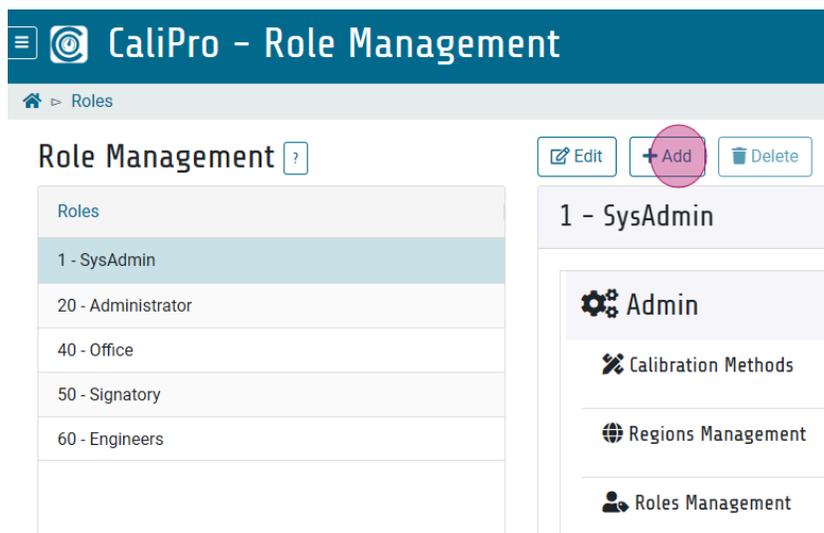
Roles

'CaliPro uses 'Roles' to define what data your staff are allowed access to and what they can change. This guide shows you how to add and edit a Role.

1. On the main dashboard, click "Roles".



2. To add a role, click "+Add"



3. Click the "Role Name" field, and enter the relevant role title.

The screenshot shows the CaliPro interface for adding role permissions. At the top, there is a dark blue header with the CaliPro logo and the text "CaliPro - Add Role Permissions". Below the header is a breadcrumb trail: "Roles > Roles Edit". The main content area is titled "Add Role Permissions". It contains a form with two input fields: "Role Name" and "Role". The "Role Name" field is highlighted with a pink circle. Below the form, there is a section titled "Admin" with a gear icon. Underneath, there are two toggle switches: "Calibration Methods" and "Regions Management", both of which are currently turned off.

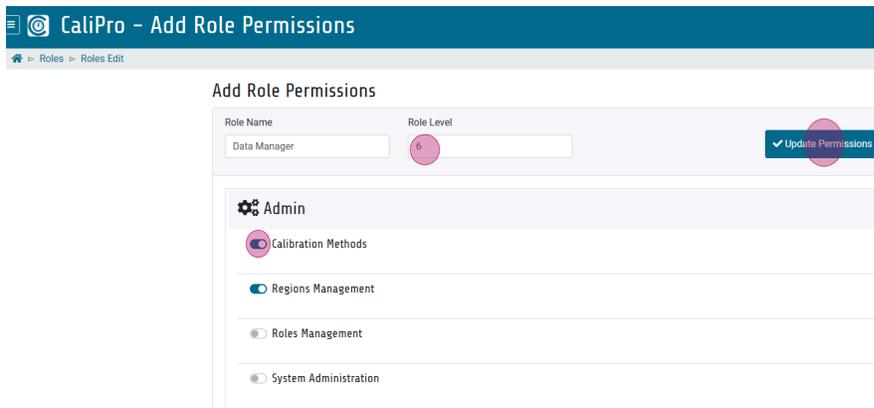
4. Click the "Role Level" field. Allocate a Role Level number.

This screenshot is identical to the one above, showing the CaliPro "Add Role Permissions" interface. The "Role Name" input field is highlighted with a pink circle. The interface includes the CaliPro logo, the title "CaliPro - Add Role Permissions", a breadcrumb trail "Roles > Roles Edit", and the "Add Role Permissions" section with "Role Name" and "Role" input fields. Below these is the "Admin" section with a gear icon and two toggle switches: "Calibration Methods" and "Regions Management".

5. Click the "Role Level" field. Allocate a Role Level number.

Select the radio button for any tasks the user will need to undertake. Use the scroll bar to access all areas of responsibility.

ALERT! If a button is not activated the user will not have permission to access this task.



Once you have selected all appropriate tasks, click on ✓ Update Permissions.

For further support please email support@calipro.co.uk or call the helpdesk.

