



User Administrator Group

Version 1.0

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Table of Contents

Document History	2
Table of Contents	3
Overview	4
How to Configure	4
For Volte only.....	4
Things to Note.....	4
For Classic support.....	4
To Edit Account Preferences.....	4

Overview

CrownPeak has the ability to create a group that can only configure users and groups. In other words, administrators who are only in this group are able to manage users but not create or edit assets.

Note: CPTAdmin, the system admin is a special user and CPTAdmin, the system group is a special group. They will not appear in the list of users and groups except for the system user herself. They are not editable by user administrators.

How to Configure

For Volte only

1. Log into your instance and create a new Group called "User and Group Administrator"
2. Configure settings so only the following options are selected
 - a. "Users can create/modify/delete user accounts"
 - b. "Users can create/modify/delete groups"
 - c. "Users can see all users and groups"
 - d. When Federated Authentication is enabled, "Users can change Authentication Settings"

Things to Note

1. This configuration allows you to create a user administrator role for Volte only.
2. They will not be able to edit their own groups rights and membership
3. The dashboard will not work unless the user administrator group is given access rights to the dashboard widgets.

TIP: If you notice that your user administrator has more rights than expected, contact support@crowpeak.com and ask them to check the "Everyone" group.

For Classic support

1. For each user administrator
 - a. Configure Log in to "Show Dashboard View" (appears as "Show Summary View" in Classic)
 - b. Check "Disable publishing monitor"
2. In the User and Group Administrator group, check
 - a. "Users can edit the title, department and location dropdown in the edit user interface"
 - b. "Users can view a summary page"
 - c. "Users can view/use the main navigation menu bar"
 - d. "Users can view/use the right mouse click menu"
 - e. "Users can view and user filters"

To Edit Account Preferences

1. In the User and Group Administrator group, check
 - a. "Users can set their login view"
 - b. "Users can set task alert preferences"

- c. "Users can set their default folder preferences"
- d. "Users can set their 'other' preferences"