

Assigning Roles

If you have assigned a role to a lane element, you still have to define which users should hold this role. This must be done in the **Scheer PAS User Management**.

User Management

Administrate User Settings

Configure user settings for the platform.

You can access the user management via the corresponding tile in the **Scheer PAS Portal**.

Only users with profile **user_management_admin** are able to access the user management.

You have two options to assign roles to users:

- You can open the user datasheet.
- You can open the role datasheet.

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Related Pages:

- Role-based Authorization Concept
 - Modeling Roles
- Supported BPMN Elements
 - Lane

Assigning Roles to Users

Use this role assignment option if only one user is affected, e.g. if a user is to be assigned a new role subsequently.

W

Scheer PAS

John Margie

ACME Corp

Show Users

Search: watson

Users

#	Last Name	First Name	Login	Company	Valid until	Activat...
1	Watson	John	john.watson	ACME Corp	12/31/2099	Yes


Profiles

Roles

Permissions

In the user management, select the menu option **Users**.

Use the filter to search for the user you want to assign the role to.

Click icon  to open the user's datasheet.

Profiles (7)

ASSIGN MORE

Designer	Name	Display Name	Namespace	
	pas_base	pas_base		
	analytics_user	analytics_user		
<input type="checkbox"/>	acme_corp	acme_corp	acme_corp	
	integration_user	integration_user		

Roles (3)

In the user datasheet, scroll down to section **Profiles/Roles**.

Use the section's sidebar to switch between the roles and the profiles view.


Related Documentation:

- Administration Guide
 - Managing Users
 - Managing Roles
 - Reusing Central Roles

<div><div>Roles (3)</div><div>ASSIGN MORE</div><div><div>Name</div><div>head_production</div><div>acme_employee</div><div>acme_manager</div></div><div><div>✕</div><div>✕</div><div>✕</div></div><div><div>↗</div><div>↗</div><div>↗</div></div></div>	<p>In the Roles section, click Assign More.</p>
<div><div>john.watson - Assign Roles</div><div>acme</div><div>(6) ✕</div><div><div>#</div><div>Name</div><div>Activated</div></div><div><div>1</div><div><input checked="" type="checkbox"/> acme_employee</div><div>Yes</div></div><div><div>2</div><div><input type="checkbox"/> acme_facility</div><div>Yes</div></div><div><div>3</div><div><input checked="" type="checkbox"/> acme_manager</div><div>Yes</div></div><div><div>4</div><div><input type="checkbox"/> acme_ceo</div><div>Yes</div></div><div><div>5</div><div><input checked="" type="checkbox"/> acme_advisor</div><div>Yes</div></div><div><div>acme_advisor</div><div>acme_employee</div><div>acme_manager</div><div>head_production</div></div><div><div>APPLY</div><div>CANCEL</div></div></div>	<p>A list of available roles will open. Use the filter to search for the role you wish to assign. All roles that have already been assigned to this user are displayed in the footer.</p> <p>Tick the checkboxes to assign additional roles. The chosen roles are added to the footer.</p> <p>Click Apply to assign the roles to the user. Click Cancel to discard your choice.</p>

Roles (4)		ASSIGN MORE
Name		
head_production	✕	↗
acme_employee	✕	↗
acme_manager	✕	↗
acme_advisor	✕	↗

Your chosen roles are added to the roles section of the user data sheet. The number of assigned roles is displayed in the header.

 Do not forget to save the data sheet before closing it.

The user can now use applications that are enabled for this role.



Go to [Administration Guide > Editing a User](#) for more information.

Assigning Users to Roles


Use this role assignment option if you want to assign one role to several users.

User (10)

ASSIGN MORE

Last Name	First Name	Login		
Higgins	Henry	henry.higgins	✕	↗
Caulfield	Holden	holden.caulfield	✕	↗
Stringer	David	david.stringer	✕	↗
Copperfield	David	david.copperfield	✕	↗
Bloom	Leopold	leopold.bloom	✕	↗

The selected users are added to the user section of the role data sheet. The number of assigned users is displayed in the header.



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All assigned users can now use applications that are enabled for this role.



Go to [Administration Guide > Editing a Role](#) for more information.

Import/Export: Reusing Roles

When transferring role-based models from one system to another (for example, from a test system to a production system), you must ensure that the roles are also imported to the user administration of the target system.



Go to [Scheer PAS Administration Guide > Reusing Central Roles](#) for further information about the transfer of roles from one user administration to another.