

Managing Roles

Roles are designed for usage in the PAS components Designer and BPaaS. Use roles in BPMN (Designer) and EPC (BPaaS) models to create approval workflows where designated user groups are only allowed to execute specific process steps instead of the whole process. New roles can be created during modelling as well as in the user management.

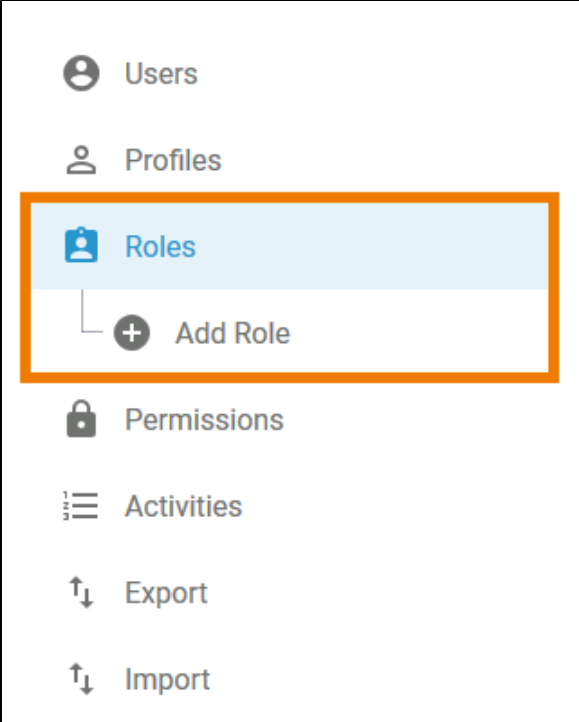
However, roles can only be maintained within the user management: In Menu **Roles** you can create, rename and translate roles. And the user management is also the place where administrators can assign roles to users.



Go to the [Designer Guide > Modeling BPMN](#) for further information about the usage of roles in BPMN-based Designer services. In chapter **Role-based Authorization Concept** the application of roles is explained in detail.

Go to the [BPaaS Guide](#) for further information about the usage of roles in EPC-based BPaaS applications.

Menu "Roles"

	<p>Menu Roles allows to create new roles and to edit existing ones.</p> <p>It contains the following menu options:</p> <ul style="list-style-type: none">• Roles• Add Role
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On this Page:


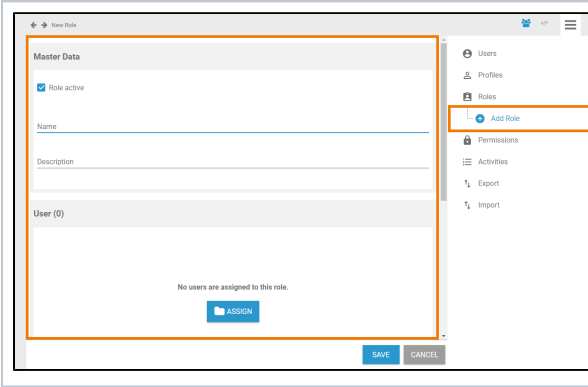
- [Menu "Roles"](#)
- [The Role Data Sheet](#)
 - [Master Data](#)
 - [User](#)
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 - [Meta](#)

Related Pages:

- [Adding a Role](#)
- [Editing a Role](#)
- [Reusing User Data](#)
 - [Reusing Central Roles](#)
- [Working With the User Management](#)

Related Documentation:

- [Designer](#)
 - [Role-based Authorization Concept](#)
- [BPaaS](#)
 - [Role-based Authorization Concept](#)

	<p>In the Roles menu, a list of all roles is displayed in the content area.</p> <p>This list contains the following information:</p> <ul style="list-style-type: none"> • Name • Activated (Yes/No) <div data-bbox="982 598 1088 1360">  Use the filter to limit the content of the list. </div>
	<p>Selecting Add Role in the sidebar menu.</p> <p>An empty role data sheet opens.</p>

The Role Data Sheet

For every role one data sheet is created, containing the following sections:

1. **Master Data**

- 2. [User](#)
- 3. [Translations](#)
- 4. [Meta](#)

Master Data

<div><div>Master Data</div><div><div><input checked="" type="checkbox"/> Role active</div><div><div>Name</div><div>Description</div></div></div></div>	<p>You can manage the basic data of a role in the Master Data section.</p>
<div><div><input checked="" type="checkbox"/> Role active</div></div>	<p>Role active</p> <p>The checkbox indicates whether the role is activated or not. If you create a new role, default is active.</p> <p>Only active roles can be used in BPaaS.</p>
<div><div><div>Name</div></div></div>	

Name

While creating a new role, field **Name** is mandatory. In this field, the technical name of the role is defined.



If you want to use different element display names in **Scheer PAS BaaS**, use window [Translation](#).

<div data-bbox="159 142 734 220"> <div>Description</div> </div>	<div data-bbox="971 142 1084 170">Description</div> <p data-bbox="971 191 1084 331">You can insert an explanatory description of your role in this field.</p>
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User

<div data-bbox="159 447 734 688"> <div>User (0)</div> <div data-bbox="363 562 522 577">No users are assigned to this role.</div> <div data-bbox="406 590 482 621"> <div>ASSIGN</div> </div> </div>	<div data-bbox="971 447 1084 772"> <p>In the User section, the role can be assigned to all users who should be able to execute process steps limited to this role:</p> </div> <div data-bbox="990 793 1084 1444"> <ul style="list-style-type: none"> <div data-bbox="1003 793 1084 1444"> <div>Assign:</div> <div>The button opens the list of available users. From the list, choose the users you want to assign to this role.</div> </div> </div>
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Translations

<div data-bbox="159 1581 734 1650"> <div>Translations</div> <div data-bbox="527 1598 706 1623"> <div>EDIT TRANSLATIONS</div> </div> </div>	<div data-bbox="971 1581 1084 1795"> <p>Use window Translations to insert the display name in different languages.</p> </div>
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<div><div>Translations</div><div><div>German</div><div>English</div><div>French</div></div></div>	<p>Clicking button Edit Translations will show the fields German, English and French.</p> <p>The names inserted in those fields will be shown in BPaaS according to the language selected for the user interface.</p>
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Meta

<div><div>Meta</div><div><div>UUID</div><div>Created at</div><div>Modified at</div><div>Modified by</div></div></div>	<p>The Meta section contains a list of the roles' meta data such as:</p> <ul style="list-style-type: none">• UUID: The UUID allows to identify the role.• Created at: Contains the creation date of the role.• Modified at: Contains the date of the last modification.• Modified by: Contains another UUID which allows to identify the last editor of the role.
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The content of section **Meta** is for documentation purposes only: metadata cannot be changed.