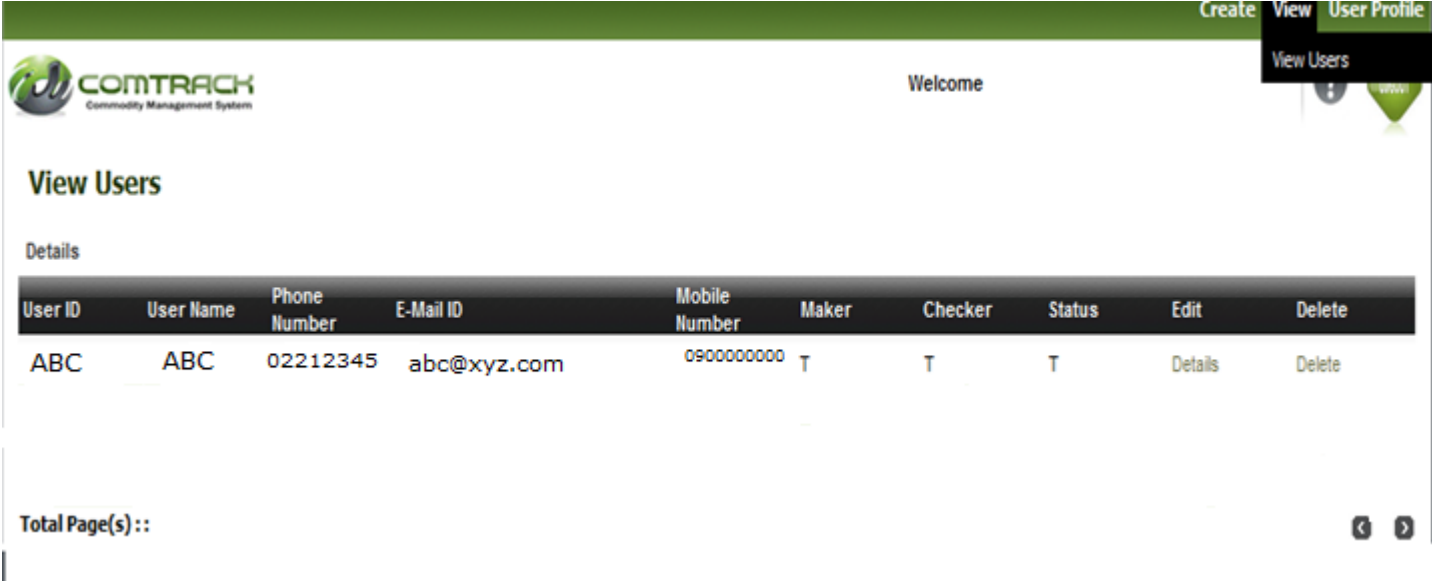# Access Rights definition at user level

Participants can now assign specific rights to its users through its admin login in order to restrict view/execution rights of all the functionalities to all of his users.

Below is the process flow for assigning rights.

Process Flow

➢ Login Organization Admin User Id and follow the below mentioned path.

PATH: - View ➔ View User ➔ Click on details.

➢ Two option will be available "Selected Blocked Screens will not be visible to the user" and "Screens selected below will be View only to the user".

➢ The user can be assigned the rights accordingly and once the rights are given, the user can view/use only those facility.

➢ Click on Update

User rights allocation as per group

- Go to User profile ➔ Click on User access control ➔ Select the rights ➔ save and Update.

- The access rights can be provided in bulk to the user through this functionality.

- Select the list from the menu ➔ Add ➔ Name the role Description ➔ save.

➢ Select the user ➔click on details ➔select the user menu access group ➔click on update

Create   View   User Profile

COMTRACK
Commodity Management System

Welcome   Home   Pending Transaction(s)

Create User

User Id* ABC	Organization Id 1234
UserName* ABCD	Organization Category CP
Phone Number* 02212345	E-mail Id* abc@xyz.com
Standard Address* MUMBAI	Mobile Number* 912345678
Document Type Pancard	Document Number
Commodity Group* LOCAL	Maker/Checker* ☑ Maker
	☑ Checker

User Menu Access Group AR1:A/C opening

Selected Blocked Screens will not be visible to the user   Screens selected below will be View Only to the user

Blocked Screens   **Read Only Screens**

☐ Holding Statement

☐ View Commodity Deposit

☐ Client

Update