User Privileges

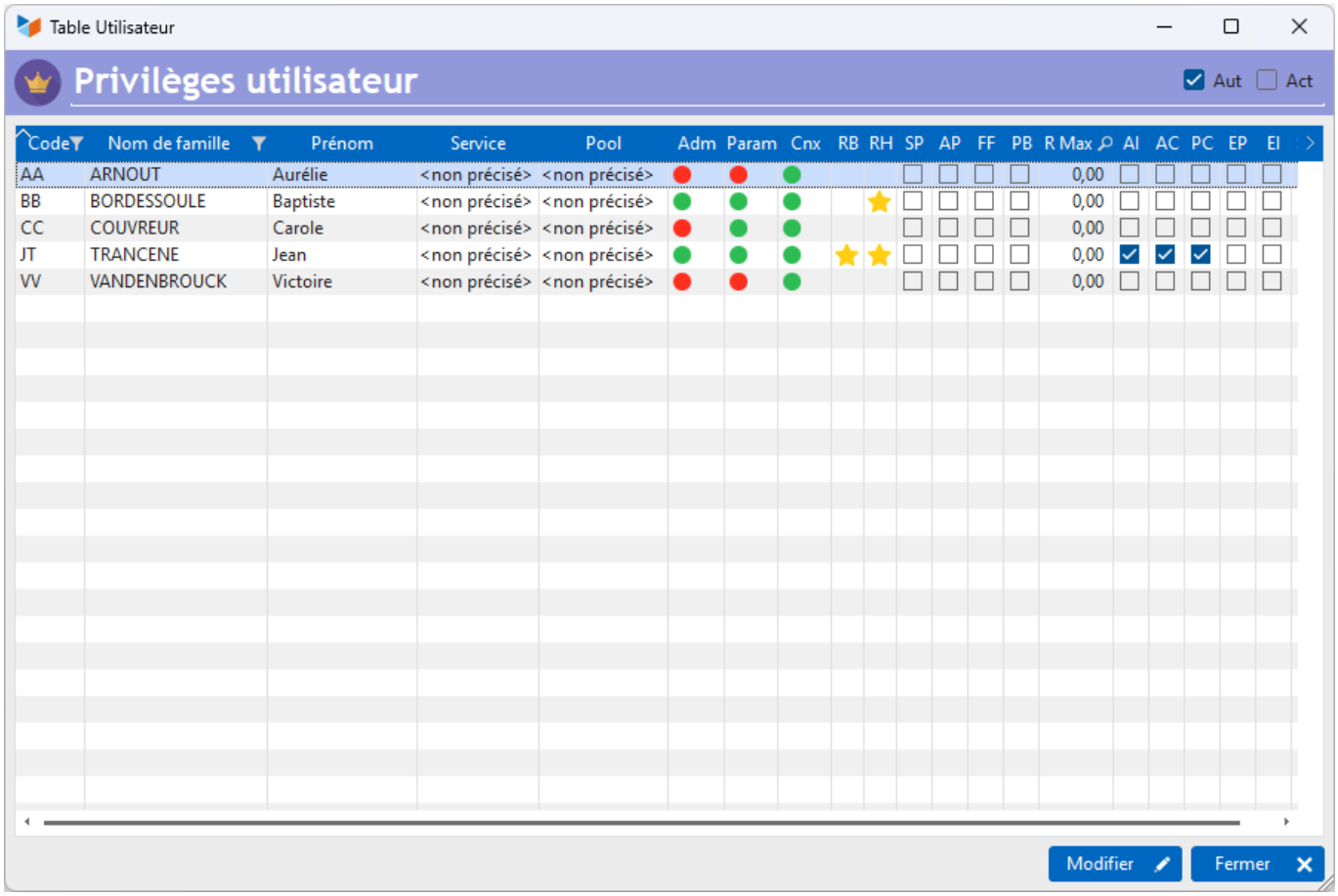
Fix Me! A1 proofreading not yet effective for this page. In the meantime, you can ask any questions on the forum.

It is possible, for each user, to define specific privileges:

- basic permissions (connection right, administration right, configuration right)
- access rights to major files
- additional special rights

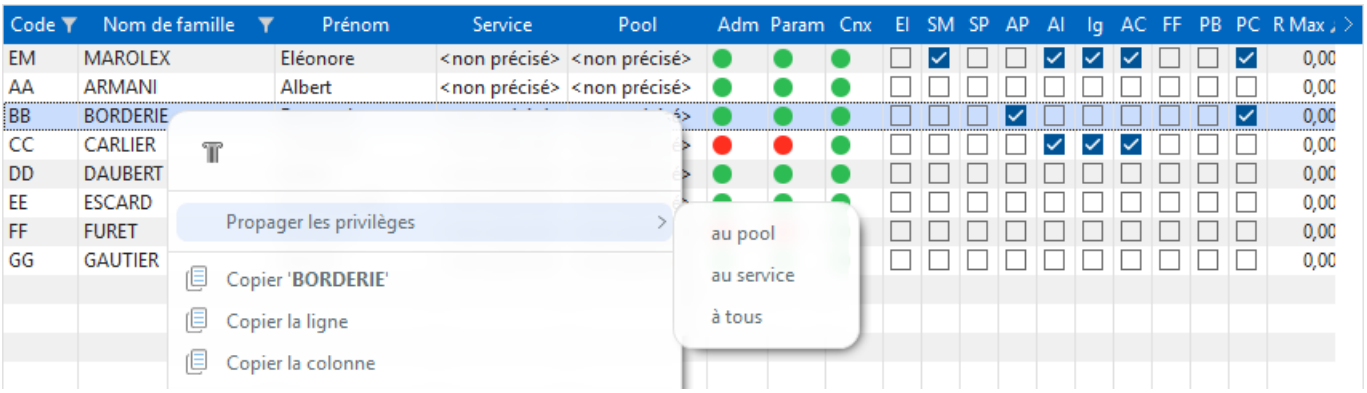
List of privileges

**Access: ** *Tools → Administration → Users → Privileges*



The table displays all users registered for the database.

The table context menu allows you to copy the privileges of the selected user to a pool, a service, or all users.



Double-click on the column:

- **Adm** grants or revokes the **administrative privilege** of the database
- **Param** grants or revokes the **parameterization privilege** of the database
- **Cnx** grants or revokes **connection privilege** to the database

Administrative privilege

The administrative privilege allows:

- create new users for Gestan
- to authorize or refuse connections to other Gestan users
- assign or revoke administrative privileges
- to access the Gestan administration menu
- to modify an invoice, a quote, a credit note after transmission to the customer (any modification is archived in a journal)
- to send an email from the account of another Gestan user

Depending on the Gestan settings, these operations can be reserved for administrators:

- the deletion of a stock movement without creating a reversal movement

On first launch, Gestan creates a first user with administrator privileges.

Settings privilege

Gestan includes independent modules (customer invoicing, supplier invoicing, accounting, statistics, etc.).

This privilege allows you to configure access to modules for each user, and to prohibit modification of the settings by any person who does not benefit from this privilege.

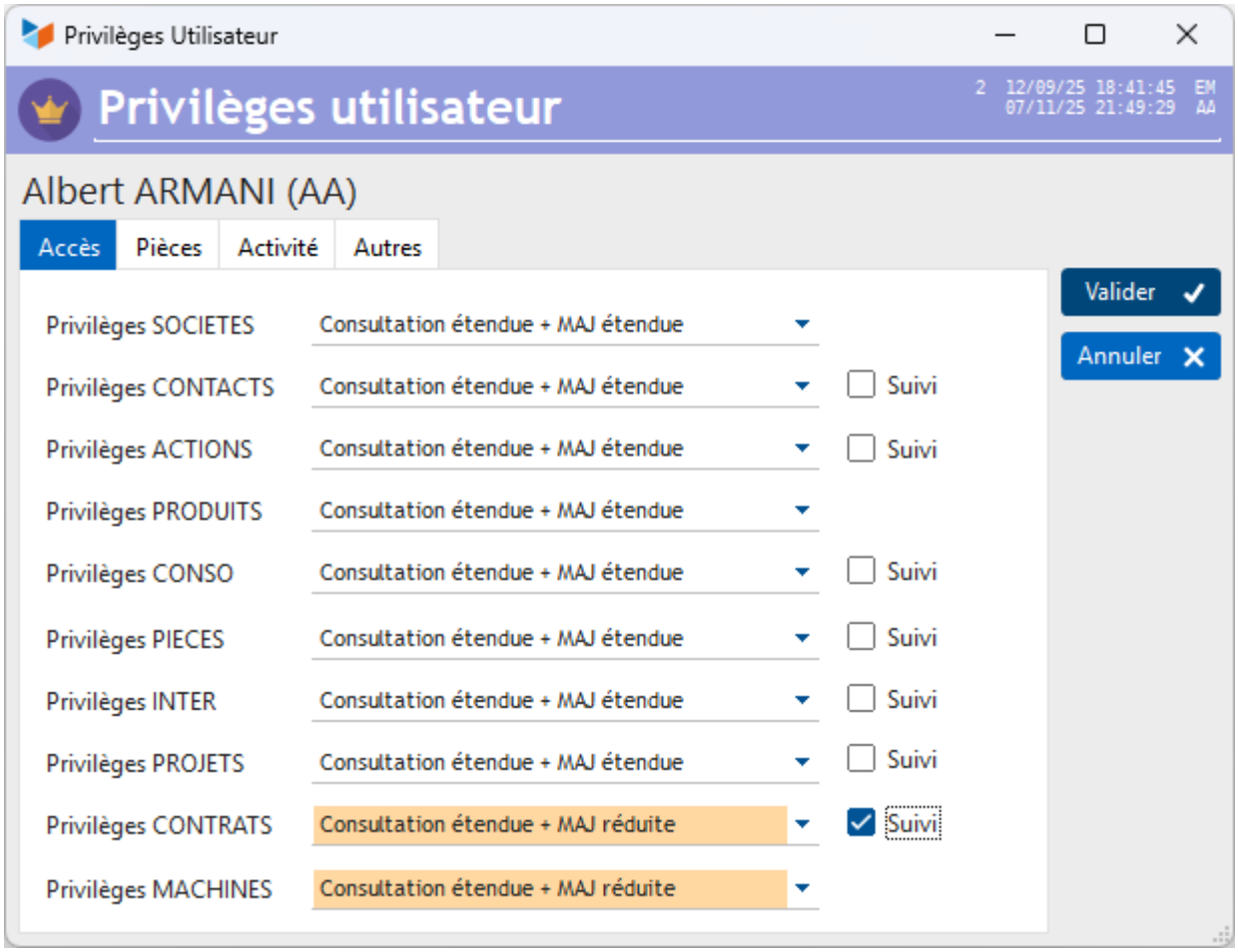
Login privilege

It allows the user to connect, or not, to Gestan.

It is also possible to refuse connections from a MAC address.

Privileges sheet

Access tab



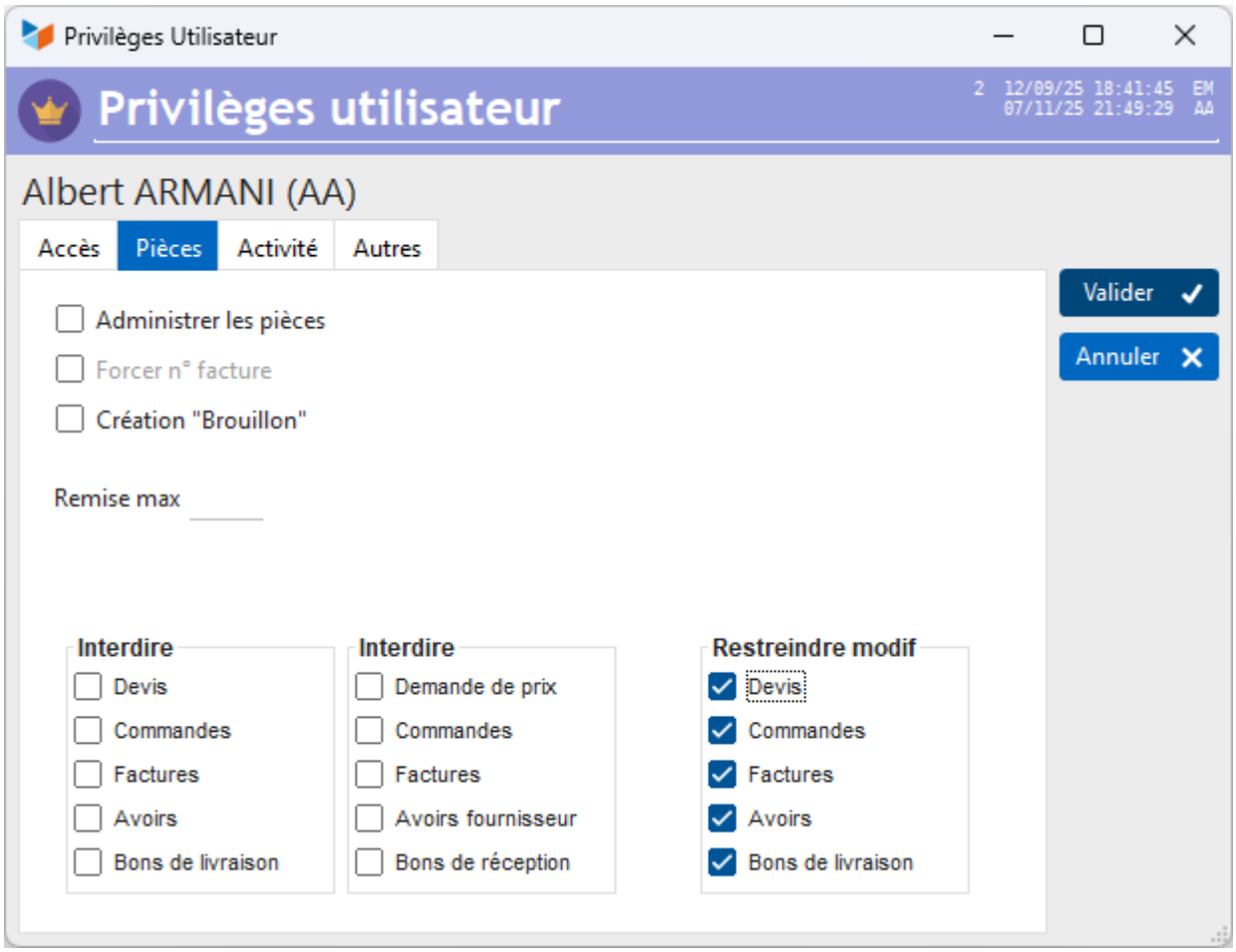
For major Gestan files, there are six possible access control options:

- Zero consultation + zero SHIFT: the user has no access to the file considered
- Reduced consultation + zero update: the user can consult the records created by him, but cannot make an update. This is a rare case.
- Reduced consultation + reduced update: the user can consult the records created by him and carry out updates.
- Extended consultation + zero update: the user can consult all records, but cannot make any updates. It is general access for simple consultation.
- Extended consultation + reduced update: the user can access all the records in consultation, but will only be able to update the records created by him.
- Extended consultation + extended SHIFT: this is full access to the file.

If the **Monitoring** box is checked, for the file considered, the control is no longer carried out in relation to the user who created the record, but in relation to the user responsible (for example, the sales representative responsible for of the customer, or the backoffice manager responsible for monitoring the quote).

Parts tab

This tab allows you to define the privileges on the parts.



Administer documents: gives the right to return to the “draft” status for a “transmitted” document (excluding invoices and credit notes for non-administrators), in order to be able to modify it after transmission (if the user is admin , he necessarily has this right), as well as the right to delete documents, except invoices if he is not an administrator (any modification to a document is archived and logged).

Force invoice number: gives the right, after deleting a document, to re-generate a document with the same number (any modification to a document is archived and logged)

“Draft” creation: restricts the right to create parts to the “Draft” status only. A user with such a right will not be able to validate any part, it will have to be validated by a user with the validation right.

Max discount: allows you to limit the total discounts of a part to a maximum percentage

It is possible to **prohibit** access to any type of room, type by type. For example, you can prohibit access to invoices, but allow access to quotes.

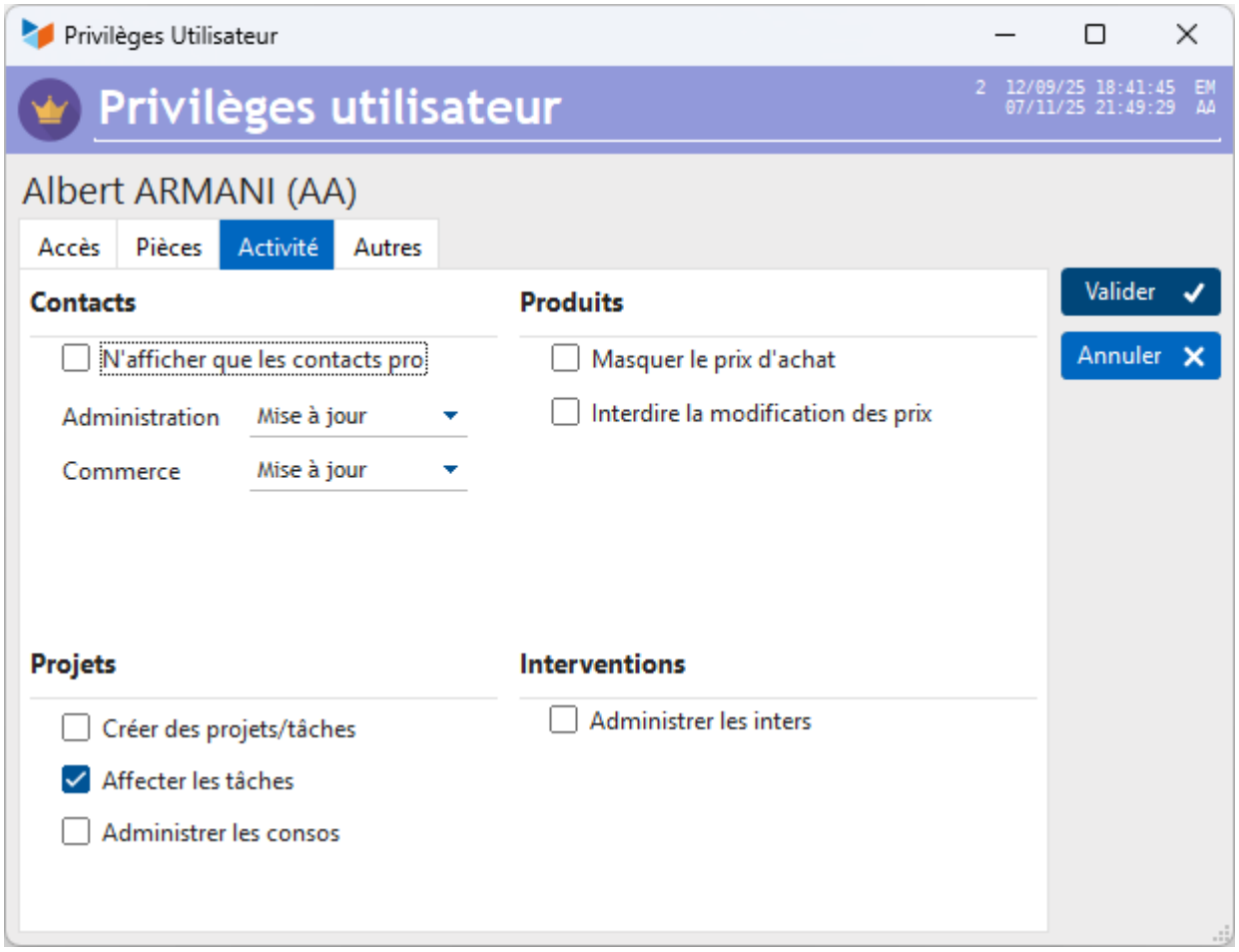
If you deny a user access to all or some of the coin categories, it is recommended to also disable their access to statistics, through which they could have access to information regarding the coins.

Restrict modification allows, for the selected part types, to prohibit any modification or deletion of

a part by the user, if the part has been transmitted.

Others tab

It is possible to define certain additional special privileges.



Contacts

Show only professional contacts restricts the display to professional contacts only, in the contact list (excluding personal contacts, therefore).

Gestan Web

Allow external deletion allows you to give permission to delete recordings from external applications (Gestan Web and mobile applications for Gestan)

Products

Hide purchase prices prohibits the display of product purchase prices, as well as the use of the margin calculation screen.

Interventions

Administer inters gives the right to delete a signature on a signed intervention, with a view to modifying it after signature (it will therefore be necessary to re-sign it). If the user is admin, he automatically has this right.

Add ingredients gives the right to add ingredients after signing an intervention by the customer.

Projects

** Create projects/tasks **: allows you to authorize the creation of projects or tasks.

Assign tasks: allows you to assign and unassign tasks to users.

Administer consumption: allows you to add or update the work times of other users.

Others

Execute a procedure: allows you to execute a compilable procedure.

Accounting settings: gives access to accounting settings to a non-administrator user.

**HR functions **: gives access to human resources management functions to a non-administrator user.

Production feature: not currently used.

Other Users articles

Absences
Absences by reason
Buttons, menus, widgets
Context menu for the table
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Professional career
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