Setting Roles and Privileges within Your team

Session Managers · https://glaarg.org/docs/plexus/sessionmanagers/setting-roles-and-privileges-within-your-team/

There are three team role settings per Team:

All teams have a Primary Session Manager set as Team Permission: Owner, ET Team Permission: Owner and ET Session Permission: Co-Owner by default. It is up to the Primary Session Manager of the team to attach additional VEs and set their roles. Each team operates differently based on their own circumstances. VEs that work with multiple Session Managers may have different roles depending on how those Session Managers choose to set their team and roles up.

Team Permission	Description	Privileges
Owner	**Team Owner with full privileges for the team.**	**Full rights to edit & view team information, links, attach, detach VEs**
Editor	**Can edit and view team information**	**Same as Owner except for attaching and detaching VEs**
Viewer	**Can view team information**	**Can view team information and status**
Examiner	**Can view information of session participated in**	**Can view information of participated sessions**

ET Team Permission	Description*	Privileges

Owner	**This is the ExamTools user that creates a team and adds VEs and adjusts roles. They have full privileges for the team.**	*** SEE ET Documentation**
Co-Owner	**A co-owner can do anything an owner can except add or remove other owners or co-owners.**	*** SEE ET Documentation**
Scheduler	**Selecting schedule will allow that member to create and edit sessions for the team.**	*** SEE ET Documentation**
Exam Generator	**VEs with the Print Exams permission can generate and print exams.**	*** SEE ET Documentation**
Examiner	**VEs that are monitoring exams and signing forms.**	*** SEE ET Documentation**

*As per ET documentation: 2/7/24

ET Session Permission**	Description**	Privileges
Co-Owner	**A VE that has been explicitly authorized by the owner of the session to act with full permissions on their behalf.**	**** SEE ET Documentation**
Admin	**A more experienced VE Team Member that is typically a capable decision maker. They are able to help VE Team Members be assigned correctly, and manage the candidate information.**	**** SEE ET Documentation**
Examiner	**VEs that are monitoring exams and signing forms.**	**** SEE ET Documentation**

**As per ET documentation: 2/7/24

This document is subject to change as future features are rolled out in up coming releases. Additional information to follow.