

User Management

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


User Roles

The Web CMS has 3 primary roles:

- Group Member
- Group Publisher
- Group Admin

Users may belong to one or more Groups, and one or more roles within a group.

Permissions by Role

	Create Content	Publish Content	Manage Webform Submissions	Manage Users
Group Member				
Group Publisher				
Group Admin				



Catalog-specific roles

Roles pertaining to the management of the academic catalog (editing degrees, etc.) [are discussed here](#) .

View Users

View the Members of a given group in one of two ways:

1. From the [My Groups](#) screen, click the **View Members** link for the desired group
2. From within a group, click the **Group Member List** link in the [Admin Tools](#) menu

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Member List

Name	Roles	Status
admin	administrator member	Active
tblsams	administrator member	Active
cmaher	administrator member	Active
ethelnd	publisher	Active
george.nelson	publisher	Active
robin.mcgauffin2	publisher	Active
sam.levie		Active
sharon.watterson	publisher	Active

Adding, Removing, Promoting and Demoting Users

All user management requests are handled by USM Marketing and Brand Management through their [Website Service Request](#) form.