

User Roles

USER ROLE	PERMISSIONS
Public	Default account: No assigned roles or associated entities; ability to view budget and interim data for all entities and published Unaudited Actuals.
Edit Draft Dataset	Basic data editing abilities in draft area: This role can only see datasets that are in the DRAFT state and owned by the current user; Can delete and share a draft dataset.
Edit Dataset	Basic data editing abilities in submission area: This role is assigned to allow peers to collaborate and review datasets prior to promoting to reviewing entity; can request to promote a dataset from draft to submission.
Dataset Approval	Ability to promote a draft dataset to the next state: Ability to see any draft dataset submission within the assigned entity for review and promotion to the next level; Ability to promote a draft dataset to submission dataset; Ability to promote a submission dataset to reviewing agency.
Oversight (used by districts with authorized charters)	Review or edit a submission for which the entity has oversight responsibilities: Ability to reject and return submissions to the originating LEA; Ability to edit datasets; Ability to publish Budget and Interim submissions.
User Management	Manages user accounts: The manager of user roles for associated entities; Creates other User Management accounts and grants all other user roles (i.e., LEA user manager creates user accounts for district staff and assigns edit draft dataset, edit dataset, and/or dataset approval roles). <i>This role is not in the normal workflow for data submissions</i>
Administration	The highest level of user (role) at the LEA; Considered a SUPER USER (i.e., ability to restore a prior version of a Submission via the Version History screen and unlock a locked submission). <i>This role is not in the normal workflow for data submissions</i>