

How to create Administrator Roles

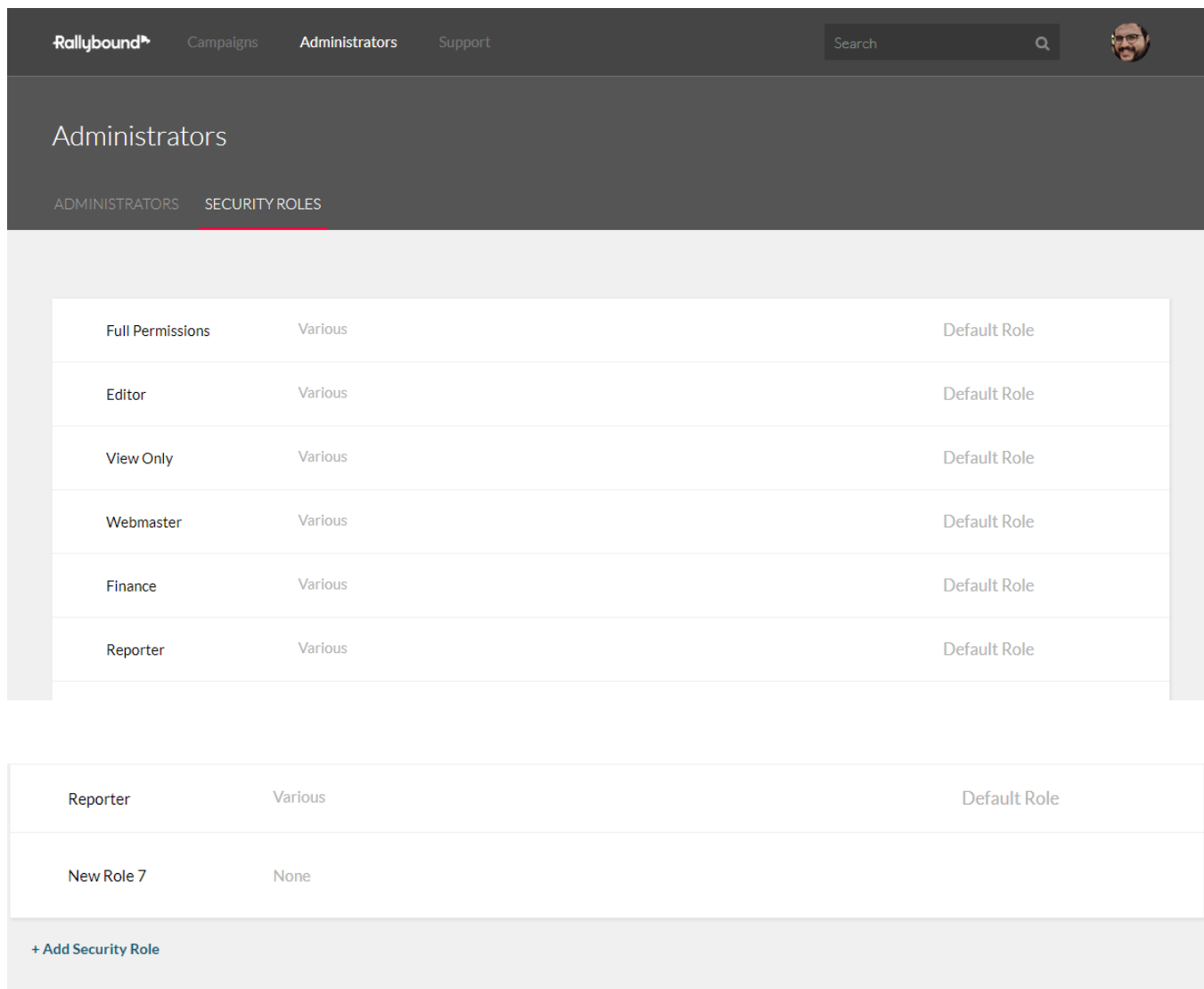
Rallybound allows organizations to manage different security roles across an organization, groups, and campaigns.

To add an administrator security role in the Administrator interface, please follow these steps:

1. Log into your admin account at admin.rallybound.com
2. Navigate to the Administrators panel in the header
3. Navigate to Security Roles tab, click the + Add Security Role button at the bottom of the page.
4. Add the role name
5. Next, click the drop-down next to Permissions. Here you can select if the role has View/Edit/Delete permission type on all available permissions. To provide differing permissions, select Various in this dropdown and proceed to next step.
6. Expand Permissions tree which displays all available permission categories.
7. For each permission category, select the permission type (Can View, Can Edit, Can Delete). If you don't want to provide any permissions for a certain category/categories, leave it as None.
8. Once done, click Save button in the top right of the new permission window.

The permission role will be created and available to assign to administrators. To create additional roles, follow the same process above.

To edit these roles after creation, please click [here](#) for instructions.



The screenshot shows the Rallybound Administrators interface. The top navigation bar includes 'Rallybound', 'Campaigns', 'Administrators', and 'Support'. A search bar and a user profile icon are also present. The main content area is titled 'Administrators' and has two tabs: 'ADMINISTRATORS' and 'SECURITY ROLES', with the latter being active. Below the tabs is a table of security roles. The table has three columns: Role Name, Permissions, and Default Role. The roles listed are Full Permissions, Editor, View Only, Webmaster, Finance, and Reporter, all with 'Various' permissions and 'Default Role' as the default. Below this table is another table with two rows: 'Reporter' with 'Various' permissions and 'Default Role', and 'New Role 7' with 'None' permissions. At the bottom of the interface is a button labeled '+ Add Security Role'.

Role Name	Permissions	Default Role
Full Permissions	Various	Default Role
Editor	Various	Default Role
View Only	Various	Default Role
Webmaster	Various	Default Role
Finance	Various	Default Role
Reporter	Various	Default Role

Reporter	Various	Default Role
New Role 7	None	

[+ Add Security Role](#)

Donation Permissions CANCEL DELETE SAVE

▸ Permissions None ▼

+ Add Security Role

Donation Permissions CANCEL DELETE SAVE

▼ Permissions

- Campaigns
- Transactions
- Admin Users

Can Delete

Can Edit

Can View

None

Various

Donation Permissions CANCEL DELETE SAVE

▼ Permissions

- Campaigns
- ▼ Transactions
 - Donations
 - Recurring Donations
 - Tickets
 - Registrations

Various ▼

None ▼

Various ▼

Can View ▼

Can View ▼

Can Edit ▼

Can View ▼