

June 25th 2024

Training Tuesday

User Level Up: Seeing the CMS User Experience at Every Level

Presented by:

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The webinar will begin at the top of the hour.

Agenda

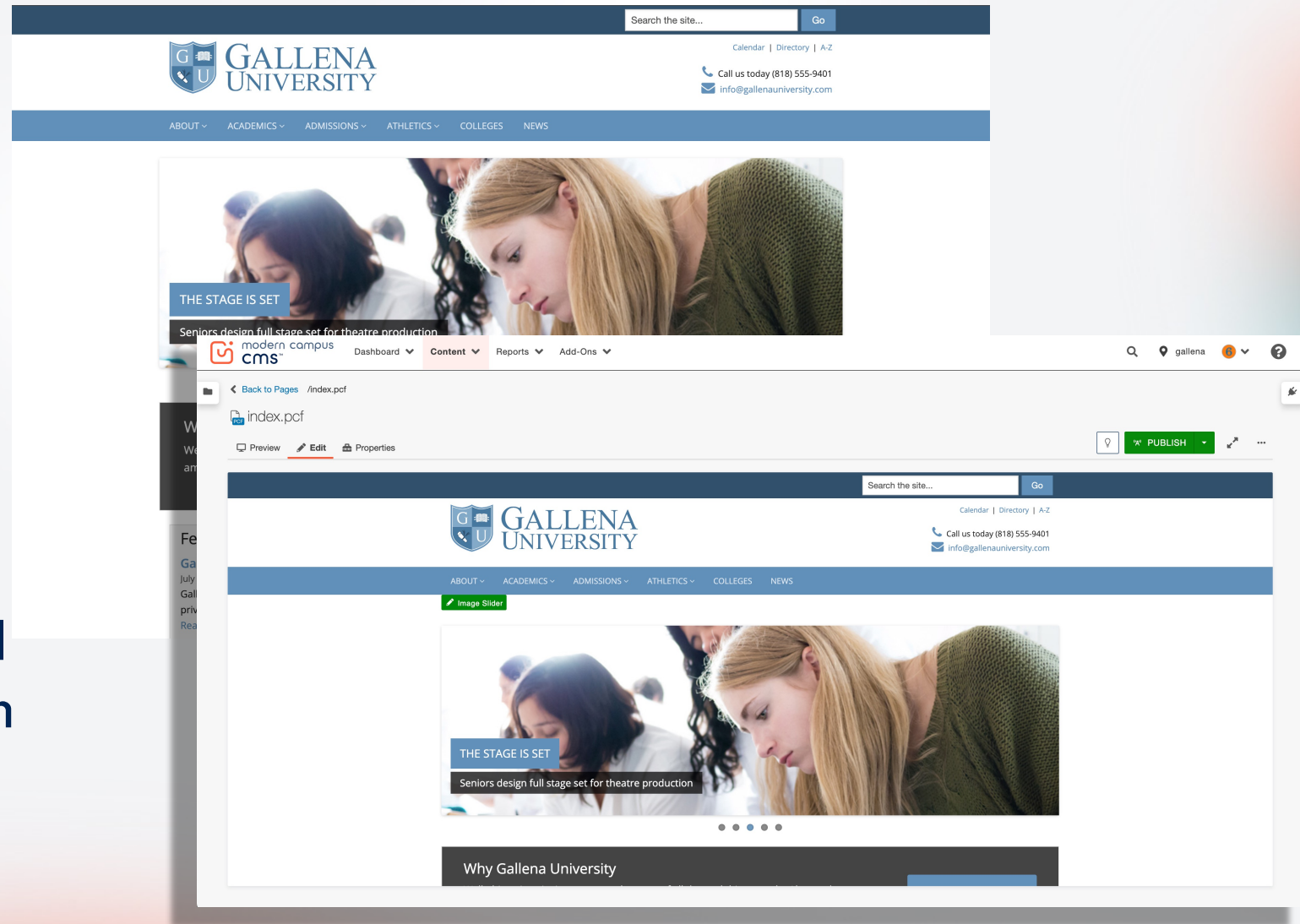
1. About Users
2. Access & Permissions
3. User Level Overview
4. Finding Your User Level
5. Interface Differences
6. Live Demo



ABOUT USERS

A user in Modern Campus CMS is anyone who can log in to the CMS for a given account/site to review, edit, create, or publish content.

3 A user's experience in the CMS may look different depending on the access and permissions the user has been given by their administrator.



ACCESS & PERMISSIONS

■ User Permissions

- Who can do what in your site (e.g. upload/delete files)
- Determined by **User Level** and **Custom (per-user) Permissions**

■ Access

- Who can go where in your site (e.g. the /academics section)
- Determined by assigning **Groups** of **Users** to content

USER LEVEL OVERVIEW

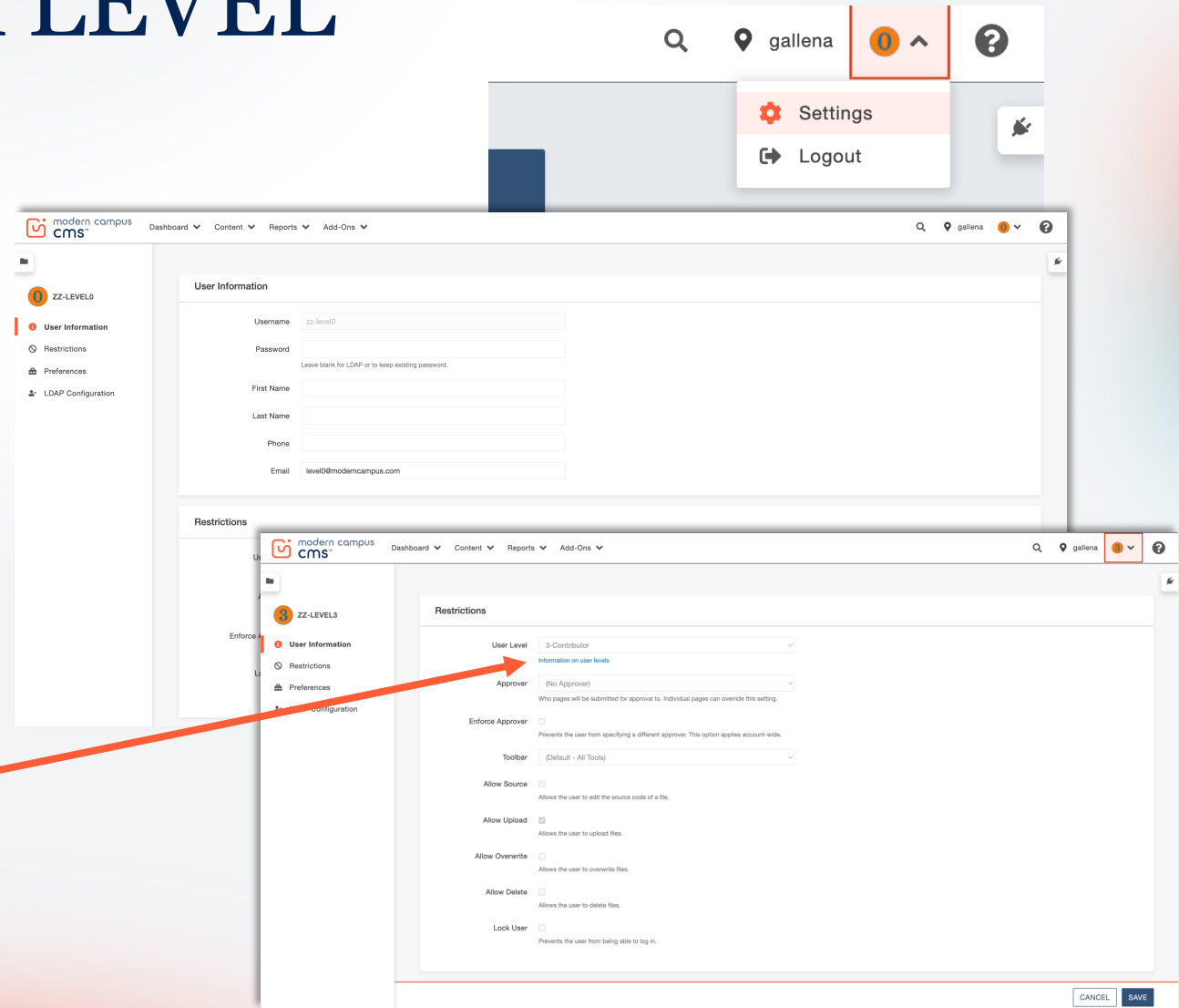
- Each user level has default abilities associated with it
 - Level 0 can review (publish/submit pages) but cannot edit
 - Level 1-3 can edit but cannot create new content
 - Level 4 can create new content
 - Level 5 can edit page parameters
 - Level 6-7 can upload files
 - Level 8 can delete files
 - Level 9 site-wide administrative control
 - Level 10 account-wide administrative control

FINDING YOUR USER LEVEL

User Settings are found in the user dropdown in the top right corner of the CMS. It is there where you can update your contact information as well as see what user level you are and what custom permissions may have been given to your user.

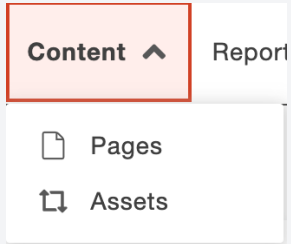
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There is a helpful resource linked below your user level to help you know what permissions are enabled at each level.

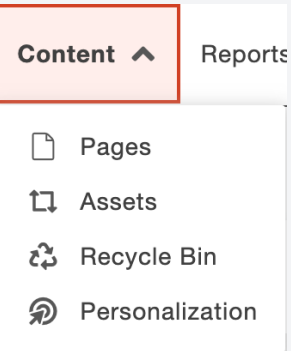


INTERFACE DIFFERENCES

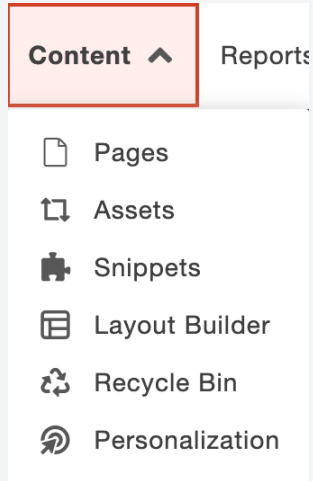
ACCESS



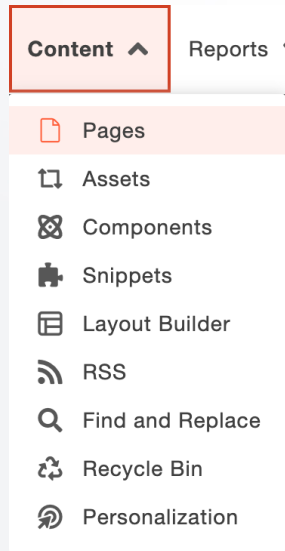
Levels 0-7



Level 8

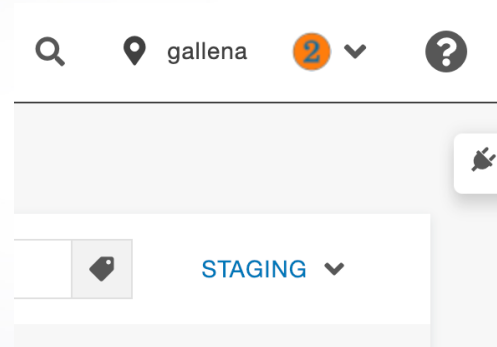


Level 9

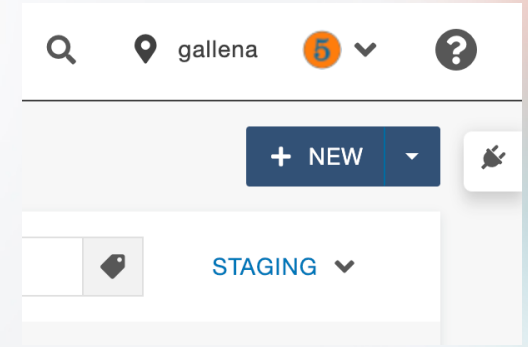


Level 10

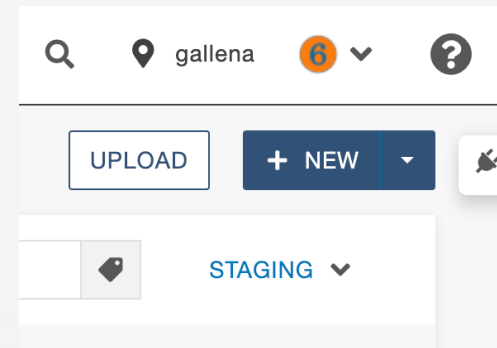
PERMISSIONS



Levels 0-3



Levels 4-5



Levels 6-10

LET'S SEE IT

Thank You!

The next Training Tuesday will be on **July 30, 2024** on
Introduction to Accessibility for Content Editors

Registration is open on our support page now!