

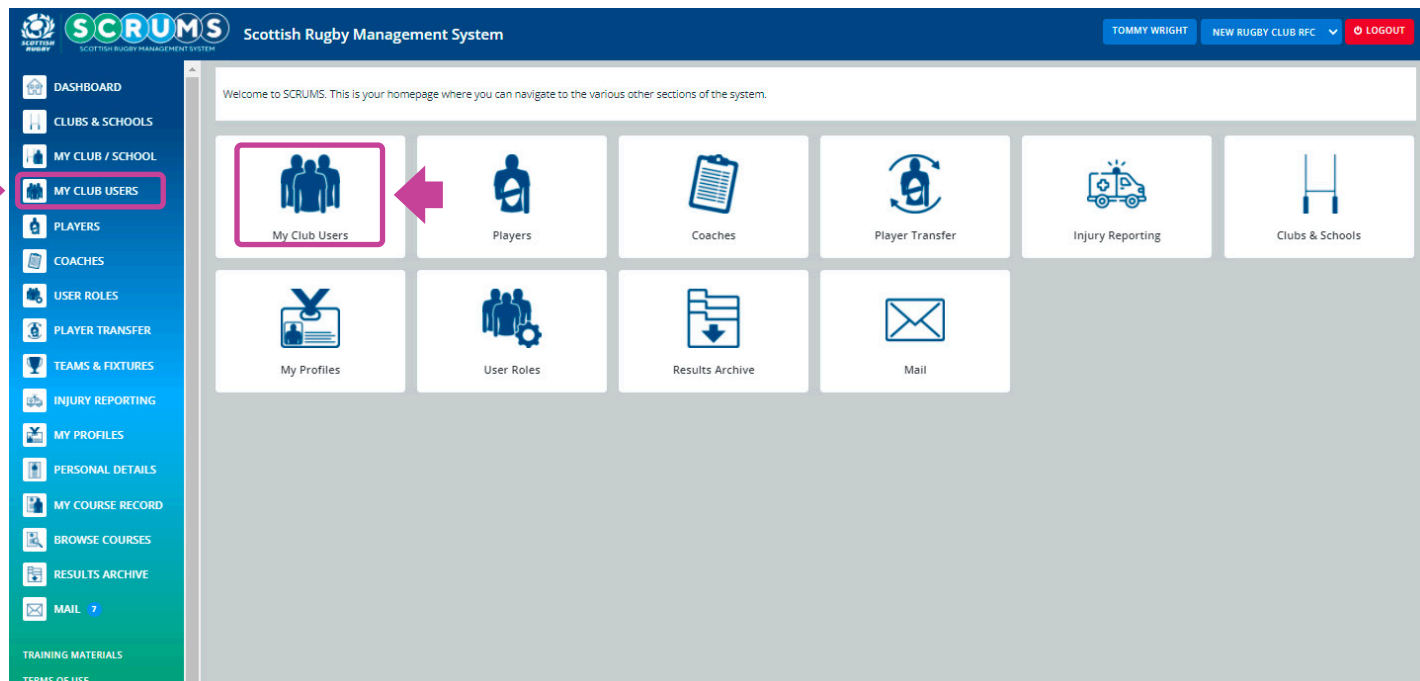
ASSIGNING USER PERMISSIONS IN SCRUMS

There are 4 levels of User Permissions that can be assigned within SCRUMS, these are:

- Individual - Able to view own details.
- General (view only access) - Able to view details of all users but not edit anything.
- Coach (teamsheets / injury reports) – Can submit teamsheets and injury reports. Can view lists of players but cannot edit those.
- Administrator (full access) - Able to view and edit details of all users, process player transfers and submit teamsheets and injury reports.

STEP 1

When you [login to SCRUMS](#), navigate to the **'My Club Users'** section from the main menu sidebar or dashboard, as highlighted.

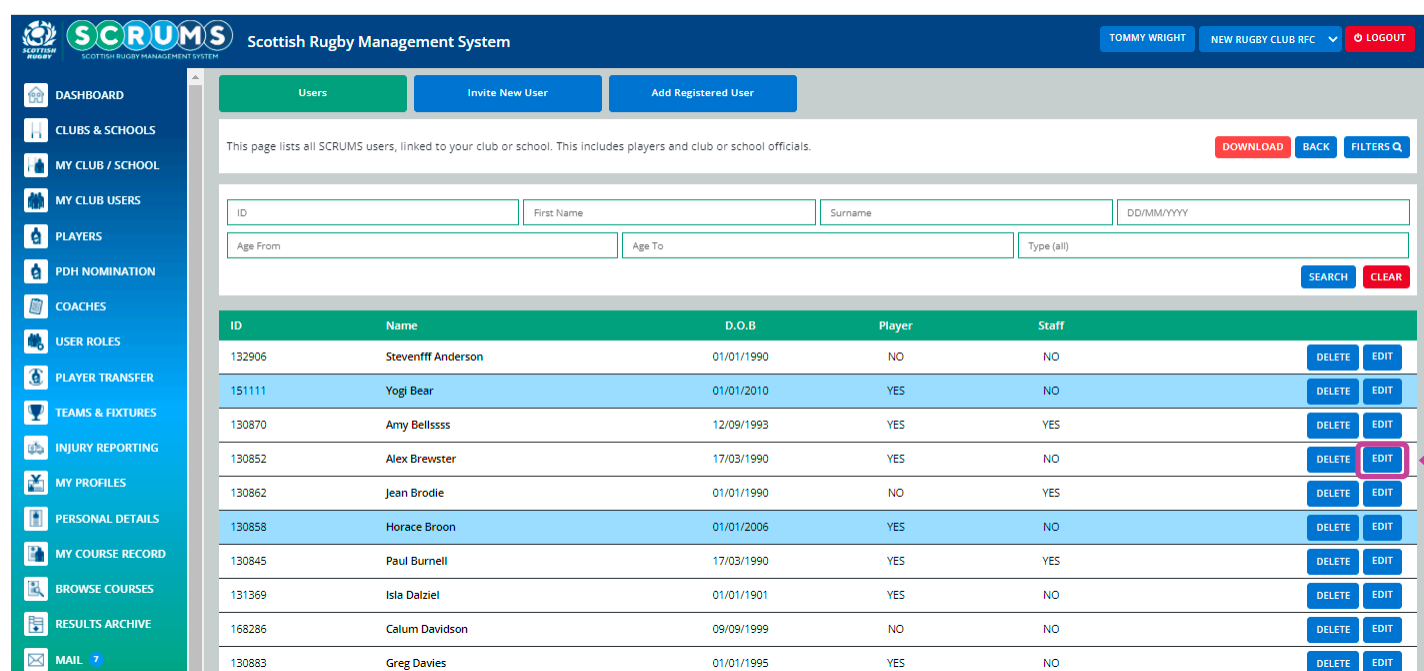


The screenshot shows the SCRUMS dashboard interface. The top navigation bar includes the SCRUMS logo, the text 'Scottish Rugby Management System', and user information: 'TOMMY WRIGHT', 'NEW RUGBY CLUB RFC', and a 'LOGOUT' button. The left sidebar contains a list of menu items: DASHBOARD, CLUBS & SCHOOLS, MY CLUB / SCHOOL, MY CLUB USERS (highlighted with a red box and a red arrow), PLAYERS, COACHES, USER ROLES, PLAYER TRANSFER, TEAMS & FIXTURES, INJURY REPORTING, MY PROFILES, PERSONAL DETAILS, MY COURSE RECORD, BROWSE COURSES, RESULTS ARCHIVE, MAIL (with a notification badge), TRAINING MATERIALS, and TERMS OF USE. The main dashboard area displays a welcome message and a grid of icons for various sections: My Club Users (highlighted with a red box and a red arrow), Players, Coaches, Player Transfer, Injury Reporting, Clubs & Schools, My Profiles, User Roles, Results Archive, and Mail.

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STEP 2

To assign user permissions, find the individual you wish to edit, and select the **‘Edit’** button located beside the user record you wish to amend.



The screenshot displays the 'Users' management page in the SCRUMS system. The page title is 'Users' and it includes buttons for 'Invite New User' and 'Add Registered User'. Below the title, there is a search and filter section with input fields for ID, First Name, Surname, and D.O.B, and buttons for 'DOWNLOAD', 'BACK', and 'FILTERS'. A table lists the following users:

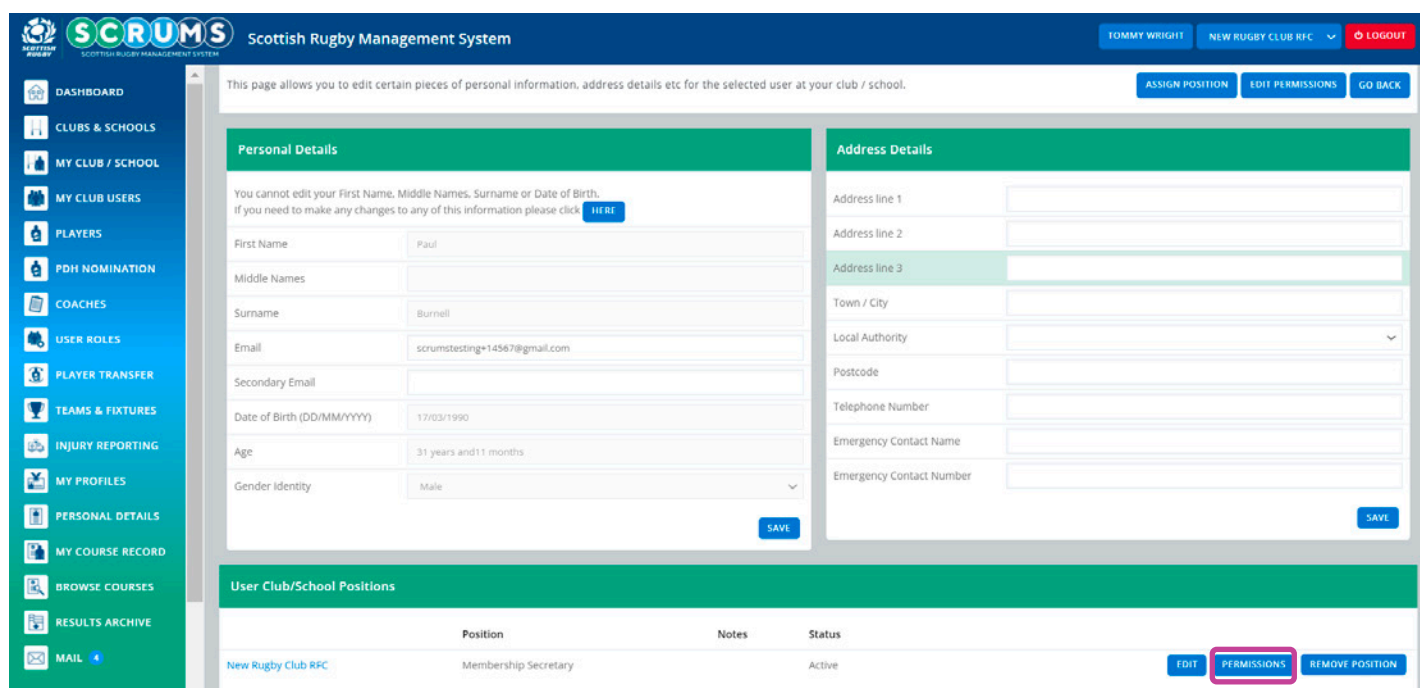
ID	Name	D.O.B	Player	Staff	DELETE	EDIT
132906	Stevenff Anderson	01/01/1990	NO	NO	DELETE	EDIT
151111	Yogi Bear	01/01/2010	YES	NO	DELETE	EDIT
130870	Amy Bellssss	12/09/1993	YES	YES	DELETE	EDIT
130852	Alex Brewster	17/03/1990	YES	NO	DELETE	EDIT
130862	Jean Brodie	01/01/1990	NO	YES	DELETE	EDIT
130858	Horace Broon	01/01/2006	YES	NO	DELETE	EDIT
130845	Paul Burnell	17/03/1990	YES	YES	DELETE	EDIT
131369	Isla Dalziel	01/01/1901	YES	NO	DELETE	EDIT
168286	Calum Davidson	09/09/1999	NO	NO	DELETE	EDIT
130883	Greg Davies	01/01/1995	YES	NO	DELETE	EDIT

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STEP 3

From this page you will be able to view any position that has been assigned to this user within the 'User Club/School Positions' section.

To edit the permissions attached to any role, select 'Permissions'.



The screenshot shows the SCRUMS user profile page. The top navigation bar includes the user's name 'TOMMY WRIGHT', the current club 'NEW RUGBY CLUB RFC', and a 'LOGOUT' button. The main content area is divided into three sections: 'Personal Details', 'Address Details', and 'User Club/School Positions'. The 'Personal Details' section contains fields for First Name (Paul), Middle Names, Surname (Burnell), Email (scrumstesting+14567@gmail.com), Secondary Email, Date of Birth (17/03/1990), Age (31 years and 11 months), and Gender Identity (Male). The 'Address Details' section contains fields for Address line 1, Address line 2, Address line 3, Town / City, Local Authority, Postcode, Telephone Number, Emergency Contact Name, and Emergency Contact Number. The 'User Club/School Positions' section is a table with columns for Position, Notes, and Status. The table contains one entry: 'New Rugby Club RFC' with the position 'Membership Secretary' and status 'Active'. Below the table are three buttons: 'EDIT', 'PERMISSIONS', and 'REMOVE POSITION'. A pink arrow points to the 'PERMISSIONS' button.

Please Note: You must assign a role to a user before you can edit their permissions.

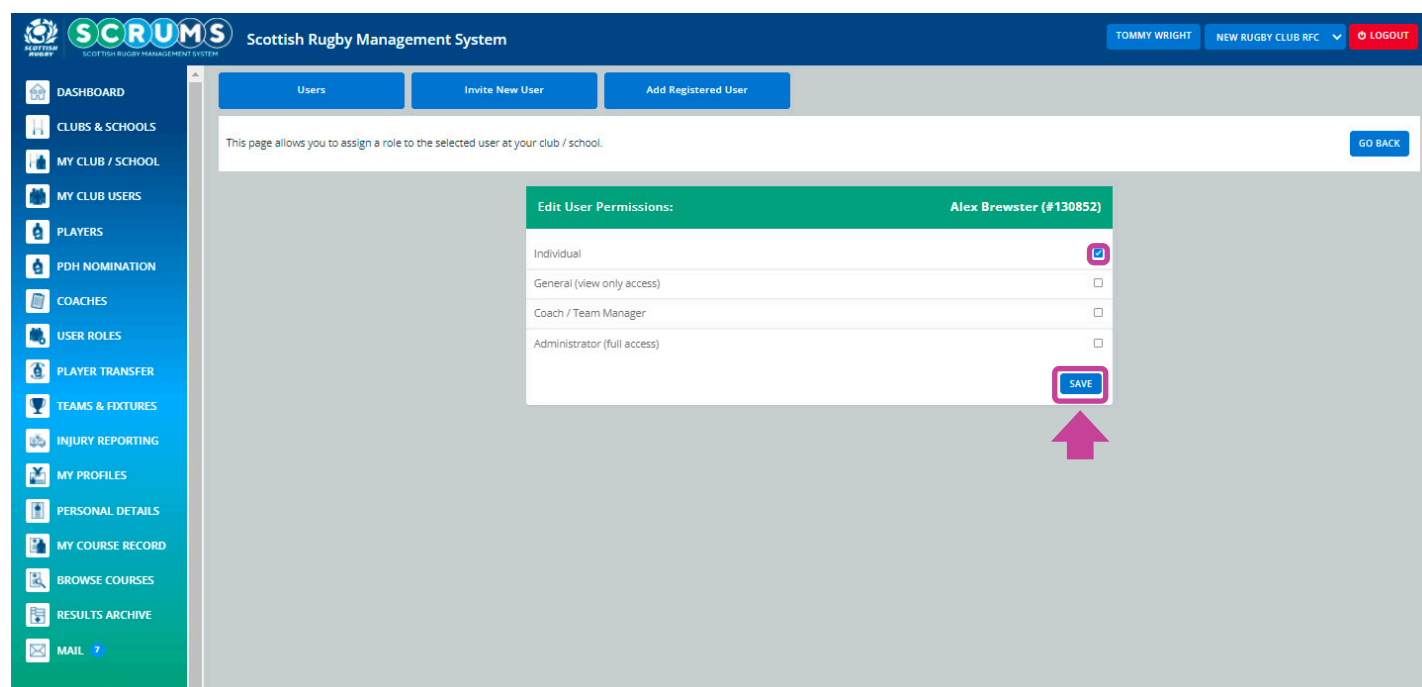
Find out how to assign 'User Roles' in the 'Updating Club User Roles in SCRUMS' guidance PDF, which can be found [here](#).

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STEP 4

Now, you can add or remove permissions by ticking the box beside the level of access you wish to grant to this individual.

Once you have made your selection, press 'Save'.



The screenshot shows the SCRUMS interface for editing user permissions. The top navigation bar includes the SCRUMS logo, the text "Scottish Rugby Management System", and user information: "TOMMY WRIGHT", "NEW RUGBY CLUB RFC", and a "LOGOUT" button. A sidebar on the left lists various system functions. The main content area has three buttons: "Users", "Invite New User", and "Add Registered User". Below these is a message: "This page allows you to assign a role to the selected user at your club / school." with a "GO BACK" button. The central focus is a "Edit User Permissions" form for "Alex Brewster (#130852)". The form lists four permission levels with checkboxes: "Individual" (checked), "General (view only access)", "Coach / Team Manager", and "Administrator (full access)". A "SAVE" button is located at the bottom right of the form, with a pink arrow pointing to it.

Edit User Permissions: Alex Brewster (#130852)	
Individual	<input checked="" type="checkbox"/>
General (view only access)	<input type="checkbox"/>
Coach / Team Manager	<input type="checkbox"/>
Administrator (full access)	<input type="checkbox"/>