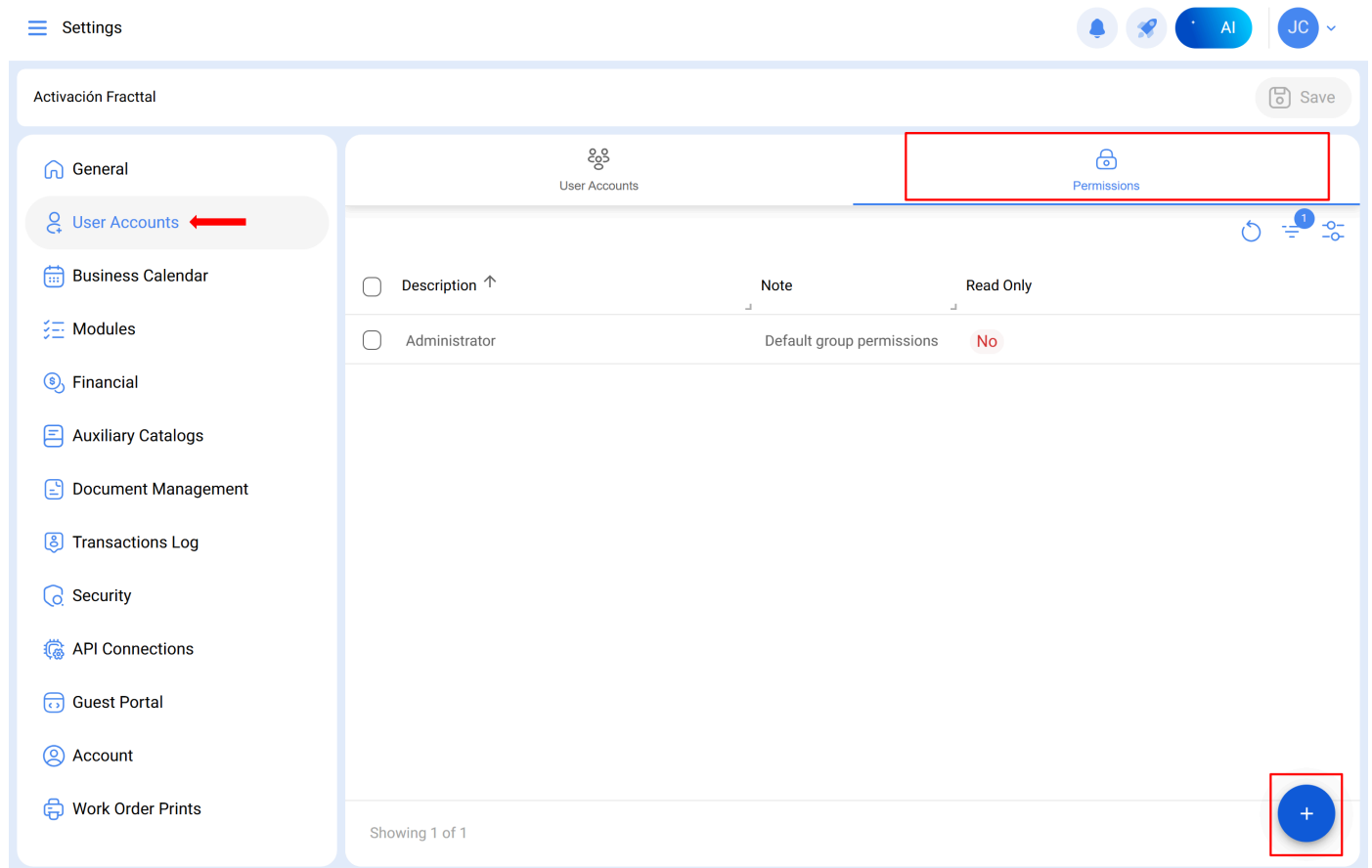


# Como criar grupos de permissões? – Centro de ajuda

[help.fractal.com/hc/pt-pt/articles/24930118533389-Como-criar-grupos-de-permissões](https://help.fractal.com/hc/pt-pt/articles/24930118533389-Como-criar-grupos-de-permissões)

Para adicionar grupos de permissões no Fractal One, primeiro é necessário aceder ao separador “**Permissões**” e posteriormente clicar na opção de adicionar, localizada no canto inferior direito da janela.



The screenshot shows the Fractal One settings interface. The top navigation bar includes 'Settings', a notification bell, a search icon, an 'AI' button, and a user profile 'JC'. The main content area is titled 'Activación Fractal' and has a 'Save' button. A left sidebar lists various settings categories: General, User Accounts (highlighted with a red arrow), Business Calendar, Modules, Financial, Auxiliary Catalogs, Document Management, Transactions Log, Security, API Connections, Guest Portal, Account, and Work Order Prints. The main panel is divided into two tabs: 'User Accounts' and 'Permissions' (highlighted with a red box). The 'Permissions' tab displays a table with columns for 'Description', 'Note', and 'Read Only'. The table contains one entry: 'Administrator' with 'Default group permissions' in the 'Note' column and 'No' in the 'Read Only' column. A blue '+' button in a red box is located in the bottom right corner of the main panel. The status bar at the bottom indicates 'Showing 1 of 1'.

De seguida, abrir-se-á uma nova janela onde deverá definir o nome que atribuirá ao grupo de permissões que deseja criar, assim como indicar se esse grupo corresponderá a uma conta de apenas leitura.

Finalmente, clique em guardar para registar o grupo de permissões criado.

Description  
Permission - technic

Note

Read Only.

Select / Unselect All.

← (5) Selected

Module	Submodule	See	Add	Edit	Remove	Report...
<input checked="" type="checkbox"/> Assets	Locations	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Assets	Equipment	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Assets	Tools	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Assets	Spare Parts and Supplies	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Assets	Digital	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Assets	Import/Export	<input type="checkbox"/>				
<input type="checkbox"/> Assets	Maps	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Inhouse Personnel	General	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Inhouse Personnel	Import/Export	<input type="checkbox"/>				
<input type="checkbox"/> Third Parties	General	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Uma vez criado o grupo de permissões (**seja apenas de leitura ou com outros níveis de acesso**), é necessário definir as permissões e restrições que serão atribuídas a esse grupo. Para isso, deve clicar sobre o grupo criado.

General

User Accounts

Business Calendar

Modules

Financial

Auxiliary Catalogs

Document Management

Transactions Log

Security

API Connections

Guest Portal

Account

Work Order Prints

User Accounts

Permissions

(1) Selected

Description ↑	Note	Read Only
<input checked="" type="checkbox"/> Administrator	Default group permissions	No

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+

O sistema mostrará uma janela que conterà uma série de caixas, as quais permitirão identificar os módulos e submódulos nos quais poderão ser definidas as opções de visualizar, adicionar, editar, eliminar e gerar relatórios, conforme corresponda ao grupo de permissões que se deseja configurar.

Description

Permission - technic

Note

Read Only.

Select / Unselect All.

← (5) Selected

Module	Submodule	See	Add	Edit	Remove	Report...
<input checked="" type="checkbox"/> Assets	Locations	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Assets	Equipment	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Assets	Tools	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Assets	Spare Parts and Supplies	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Assets	Digital	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Assets	Import/Export	<input type="checkbox"/>				
<input type="checkbox"/> Assets	Maps	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Inhouse Personnel	General	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Inhouse Personnel	Import/Export	<input type="checkbox"/>				
<input type="checkbox"/> Third Parties	General	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Clique em **guardar** para finalizar a criação do grupo de permissões.