4.1 User Roles

When creating new users, you must assign them one of the five **user roles**. Certain permissions are linked to these user roles by default.

In addition to the permission for specific access or in alarm scenarios, you can use these user roles as a target in workflows or assign specific documents to the user roles.

Overview user roles

The basic permissions of the individual user roles are as follows:

1. **Administrator**: Sees everything and can do everything (permissions are fixed and cannot be adjusted)
2. **Emgergency & crisis team supervisor**: Create alarms, receive alarms, edit alarms & tasks, and end alarms
3. **Emgergency & crisis team member**: Create alarms, receive alarms, edit alarms & tasks, (and end alarms)*
4. **Employee**: Create and receive alarms
5. **Guest**: Create and receive alarms

*can be granted via user and on-call group permission. You can find more information about the permission settings for individual alarm scenarios [here](#).

For the **Guest** user role, you can configure whether users can register themselves as guests. More information on guest management can be found [here](#).

Users with the **Guest** role cannot log into the web cockpit (web.evalarm.de). At least the user role **Employee** is required for this.

On the right you will find a summary overview of some functions and permissions.

Furthermore there are the user roles **Super Administrator** and **Super User**.

Summmary	Administrator	Emergency & crisis team supervisor	Emergency & crisis team member	Employee	Guest
Login EVALARM App	✔	✔	✔	✔	✔
Login Web - Cockpit	✔	✔	✔	✔	
Web - Administration	✔	◐	◐		
Create alarms/information	✔	◐	◐	◐	◐
Accept/reject alarms (Feedback)	✔	✔	✔	✔	
Update alarms & tasks	✔	◐	◐		
End alarms	✔	◐	◐		
Show contact lists	✔	✔	✔	◐	◐
Show FD-plan	✔	◐	◐	◐	◐
Show route maps	✔	◐	◐	◐	◐
Show app alarm archive	✔	✔	✔	✔	
Show external alarms	✔	✔	✔		
Create SOS-alarm*	✔	◐	◐	◐	◐
Use Dead Man's Switch*	✔	◐	◐	◐	◐
Create mobile evacuation*	✔	◐	◐	◐	◐
Update mobile evacuation list*	✔	◐	◐		

Legend: ✔ = authorized | (red) = not authorized | ◐ = can be configured under permissions | *this feature requires an additional license