

Role Management

Adding Roles

1. Every new business comes with some default roles – **Admin & Cashier**.

Roles and Permissions Manage Roles and Permissions

All roles +

Show entries Search ...

Roles and Permissions	Action
Admin	
Cashier	Edit Delete
Executive Manager	Edit Delete
Manager	Edit Delete
Service Staff	Edit Delete

Admin have all permissions in the application.

Cashier have permission to only POS section.

2. You can create a role by clicking on **Add** button -> Giving a **Role Name** and then selecting the appropriate permission for that role.

+ Add → **Add Role**

Role Name:*

Permissions:

Contact

[Supplier](#) [Customer](#)

Product

[Product](#) [Brand](#)


[Unit](#) [Category](#)

Purchases

[Purchase & Stock Adjustment](#)

3. Sometime you may need to give a user access to a/some particular location(s) only. In this case, select the locations from **Access locations** permission. Select **All Locations** to give permission to access all locations for your business.

Access locations

- All Locations 
- Interns Test (BL0001)
- Kiosk Makanan (SMKPU)

4. Roles permissions can be **Edited** & **Deleted**.

Roles and Permissions 	Action
Admin	
Cashier	 Edit  De
Executive Manager	 Edit  De
Manager	 Edit  De
Service Staff	 Edit  De

You must update the role of an existing user before deleting a role.

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