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Chapter 1: Introduction

This guide is a reference of access rights available in CA Clarity PPM. The access rights are grouped and presented in the following basic units:

- General
- Projects, Resources, and Investments
- Financial Management
- Administration

To learn more about access rights and how to assign them to users, see the Administration Guide.
Chapter 2: General

This section contains the following topics:

Audit Trail Access Rights (see page 9)
Basic User Group Access Rights (see page 9)
Software Download Access Rights (see page 10)
Timesheets Access Rights (see page 10)

Audit Trail Access Rights

The following access rights are available for audit:

Audit Trail - Access
Allows users to access audit page.
Type: Global

Audit Trail - View - All
Allows users to view any audit page.
Type: Global

Basic User Group Access Rights

The following access rights are provided by the default user group, Basic Group for User Access:

Account Settings - Navigate
Lets the user navigate to the Account Settings page.
Type: Global

Organizer - Access
Lets the user access the Organizer page and the Actions, Events, and Notifications portlets available from the Organizer page.
Type: Global

Projects - Navigate
Lets the user navigate to the Projects list page and to the My Projects portlet.
Type: Global
Software Download Access Rights

The following access rights are available for downloading software:

**Software Download - Microsoft Project Interface**
Allows users to download the CA Clarity PPM Microsoft Project Interface.
Type: Global

**Software Download - Open Workbench**
Required to download Open Workbench.
Type: Global

**Software Download - Xcelsius**
Required to download Xcelsius.
Type: Global

**Software Download - SVG Viewer**
Required to download the SVG viewer.
Type: Global

Timesheets Access Rights

The following access rights are available for timesheets:

**Timesheets - Navigate**
Allows you to navigate to timesheet pages.
Type: Global

**Timesheets - Edit All**
Allows users to edit all timesheets.
Type: Global

**Timesheets - Approve All**
Allows users to approve all submitted timesheets.
Type: Global

**Resource - Enter Time**
Allows users to complete and submit timesheets for a specific resource.
Type: Instance
**Project - Edit Project Plan**

Allows users to add unplanned tasks to a specific project when completing their timesheets when they are a team member on the project.

**Type:** Instance
Chapter 3: Projects, Resources, and Investments

This section contains the following topics:

- **Earned Value Definition Access Rights** (see page 13)
- **Portfolio Access Rights** (see page 14)
- **Project Access Rights** (see page 16)
- **Resource Access Rights** (see page 22)
- **Scenario Access Rights** (see page 26)

**Earned Value Definition Access Rights**

The following access rights are required to work with earned value definitions:

- **Earned Value Definition - Create**
  
  Allows users to create a new earned value definition.
  
  **Type:** Global

- **Earned Value Definition - Edit Access Rights - All**
  
  Allows users to edit the access rights for all earned value definitions.
  
  **Requires:** Earned Value Definition - Navigate right or Earned Value Definition - View right
  
  **Type:** Global

- **Earned Value Definition - Edit All**
  
  Allows users to edit any earned value definition.
  
  **Type:** Global

- **Earned Value Definition - Navigate**
  
  Allows users to access any earned value definition pages.
  
  **Type:** Global

- **Earned Value Definition - View All**
  
  Allows users to view any earned value definition.
  
  **Type:** Global
Portfolio Access Rights

The following access rights are available to resources, groups, and OBS units to create, view, and edit a portfolio:

**Portfolio - Navigate**
- Allows users to access the Portfolio Management menu.
  - **Type:** Global

**Portfolio - Create**
- Allows users to create portfolios.
  - **Includes:** Portfolio - Navigate to access Portfolio Management menu.
  - **Type:** Global

**Portfolio - Create Scenarios**
- Allows user to create scenarios for a specific portfolio.
  - **Requires:**
    - Portfolio - Navigate to access the Portfolio Management menu
    - Portfolio - View to view a specific portfolio.
  - **Type:** Instance

**Portfolio - Edit**
- Allows users to view, edit, and delete specific portfolio. This right also lets users change the portfolio layout and attach, modify, or delete a scenario. With this right, users can view investments, scenarios, and portlets in the portfolio to which they have access.
  - **Requires:** Portfolio - Navigate to access the Portfolio Management menu.
  - **Type:** Instance

**Portfolio - Edit - All**
- Allows users to view, edit, and delete all portfolios. Users can see only the investments, scenarios, and portlets to which they have access.
  - **Requires:** Portfolio - Navigate to access the Portfolio Management menu.
  - **Type:** Global

**Portfolio - Edit Access Rights**
- Allows users to view, edit, and delete the access rights for portfolios to which they have access.
  - **Requires:** Portfolio - Navigate to access the Portfolio Management menu.
  - **Type:** Instance
Portfolio - Edit Access Rights - All

Allows users to view, edit, and delete the access rights for any portfolio to which they have access.

Required: Portfolio - Navigate to access the Portfolio Management menu.

Type: Global

Portfolio - Manager - Auto (Automatic)

Automatically assigned when users create an investment or are assigned as the manager of an investment. This right allows users to view, edit, and delete the portfolios they create. This right also lets users view, edit, and delete the access rights for the portfolio. The Portfolio - Navigate right is required.

This access right is equivalent to the Portfolio - Edit access right, and includes the Portfolio - Read, Portfolio - Edit, Portfolio - Delete, and Portfolio - Navigate access rights.

If you reassign the portfolio manager, this access right transfers to the new manager, and the previous manager’s access rights to this portfolio is revoked.

Type: Instance

Portfolio - View

Allows you to view a specific portfolio.

Required: Portfolio - Navigate to access the Portfolio Management menu.

Type: Instance

Portfolio - View - All

Allows users to view all portfolios. Users can view only investments, scenarios, and portlets in the portfolio to which they have access.

Requires: Portfolio - Navigate to access the Portfolio Management menu.

Type: Global

Portfolio - View Scenarios

Allows users to view all scenarios for a specific portfolio.

Requires:

- Portfolio - Navigate to access the Portfolio Management menu.
- Portfolio - View to view a specific portfolio.

Type: Instance
Project Access Rights

The following access rights are required to work with projects:

**Project - Approve**
- Allows users to approve a specific project.
  
  **Includes:** Project - Edit right to edit the project.
  
  **Type:** Instance

**Project - Approve - All**
- Allows users to approve all projects.
  
  **Includes:** Project - Edit - All right to edit all projects.
  
  **Type:** Global

**Project - Benefit Plan - Edit**
- Allows users to edit the benefit plans for a specific project.
  
  **Type:** Instance

**Project - Benefit Plan - Edit - All**
- Allows users to edit the benefit plans for all projects.
  
  **Type:** Global

**Project - Benefit Plan - View**
- Allows users to view the benefit plans for a specific project.
  
  **Type:** Instance

**Project - Benefit Plan - View - All**
- Allows users to view the benefit plans for all projects.
  
  **Type:** Global

**Project - Billing Access**
- Allows users to access a billing for a specific project.
  
  **Type:** Instance

**Project - Billing Approval**
- Allows users to approve a billing for a specific project.
  
  **Type:** Instance

**Project - Budget Plan - Approve**
- Allows users to approve the budget plans for a specific project.
  
  **Type:** Instance
Project - Budget Plan - Approve All
   Allows users to approve the budget plans of any project.
   Type: Global

Project - Budget Plan - Edit
   Allows users to edit the budget plans for a specific project.
   Type: Instance

Project - Budget Plan - Edit All
   Allows users to edit the budget plans of any project.
   Type: Global

Project - Budget Plan - View
   Allows users to view the budget plans for a specific project.
   Type: Instance

Project - Budget Plan - View All
   Allows users to view budget plans for all projects.
   Type: Global

Project - Cost Plan - Edit
   Allows users to edit the cost plans for a specific project.
   Type: Instance

Project - Cost Plan - Edit All
   Allows users to edit cost plans for all projects.
   Type: Global

Project - Cost Plan - View
   Allows users to view the cost plans for a specific project.
   Type: Instance

Project - Cost Plan - View All
   Allows users to view cost plans for all projects.
   Type: Global

Project - Create
   Allows you to create new projects and define the general properties.
   Includes: Project - Create from Template right to create a project using a template.
   Type: Global
**Project Access Rights**

**Project - Create from Template**
Allows you to create new projects using project templates.
Type: Global

**Project - Delete**
Allows users to delete a specific project.
Requires: Project - View to view the project.
Type: Instance

**Project - Delete - All**
Allows users to delete any project.
Requires: Project - View to view the project.
Type: Global

**Project - Edit**
Allows the user to edit all parts of a project.
Type: Instance

**Project - Edit - All**
Allows users to edit properties and other areas of any project, except for custom defined fields.
Type: Global

**Project - Edit Access Rights**
Allows users to manage access rights for all projects.
Requires: Project - Edit Management right to manage access rights for all projects.
Type: Global

**Project - Edit Assigned Tasks**
Allows the user to edit assigned tasks on a specific project.
Type: Instance

**Project - Edit Assigned Tasks - All**
Allows the user to edit assigned tasks on all projects.
Type: Global
Project - Enable Financial

Enable financial properties for Projects.

Requires:
- Project - View
- Project - View Management or Project - Manager

Type: Global

Project - Edit Financial - All

Allows users to view and edit the general properties, processes, and financial information about all projects. This right also allows the user to enable financial projects.

Type: Global

Project - Edit Management

Allows users to edit general and management properties, to add staff, create tasks, and create and manage processes for the specific project. This right includes the ability to add subprojects and to edit the project in a project scheduler, such as Microsoft Project.

Type: Instance

Project - Edit Management - All

Allows the user to edit general and management properties for all projects. This right allows you to add staff and create tasks if projects are enabled for management. This right also includes the right to add subprojects to the project and edit the project in a project scheduler, such as Microsoft Project.

Type: Global

Project - Edit Project Plan

Allows users to add unplanned tasks to a specific project when completing their timesheets when they are a team member on the project.

Type: Instance

Project - Edit Project Plan - All

Allows users to add unplanned tasks to any project when completing their timesheets when they are a team member of those projects.

Type: Global
Project - Enable Financial

Enable financial properties for Projects.

Requires:

- Project - View
- Project - View Management or Project - Manager

Type: Global

Project - Financial Plan - Submit for Approval

Allows users to submit the financial plans for approval for a specific project.

Type: Instance

Project - Manager (Auto)

Allows the user to view and edit general and management properties for the projects and programs to which they have access.

Type: Instance

Project - Modify Baseline

Allows users to edit the baseline for a specific project. This right also allows users to edit the project general properties and processes.

Type: Instance

Project - Modify Baseline All

Allows users to baseline all projects. The right also allows users to view the general properties and processes of projects.

Type: Global

Project - Risk, Issue, Change Request - Create/Edit

Allows users to create and edit risks, issues, and changes for a specific project.

Type: Instance

Project - Risk, Issue, Change Request - Delete

Allows users to delete risks, issues, and changes for a specific project on which they are a staff member.

Type: Instance

Project - Risk, Issue, Change Request - Delete - All

Allows you to delete risks, issues, and change requests for all projects.

Type: Global

this access right is changing in v13. waiting for more info from Bill
Project - Risk, Issue, Change Request - Edit - All
   Allows you to create and edit risks, issues, and change requests for any project.
   Type: Global
   this access right is changing in v13. waiting for more info from Bill

Project - Risk, Issue, Change Request - View
   Allows users to view all risks, issues, and change requests for a specific project.
   Type: Global

Project - Risk, Issue, Change Request - View - All
   Lets you view all risks, issues, and change requests for a specific project.
   Type: Global

Project - View
   Allows users to view the general, management, financial properties, custom defined fields, roster, tasks, processes, and subprojects for a specific project.
   Type: Instance

Project - View Access Rights
   Allows users to view access rights for a specific project. From CA Clarity PPM, this right implies that users also have the Project - View access right to the project. From Administration, users must also have the Resource - Edit Administration right.
   Type: Instance

Project - View All Fields
   Allows users to view all the general properties and custom defined fields for a specific project.
   Type: Instance

Project - View Financial
   Allows users to view the general and financial properties for a specific project.
   Type: Instance

Project - View Financial - All
   Allows users to view the general and financial properties, and processes on all projects. This right does not include the Project - Budget Plan - View All access right.
   Type: Global
**Project - View Management**

Allows users to view management properties, roster, and key tasks of a specific project. This right also allows users view the project in a project scheduler, such as Microsoft Project.

**Type:** Instance

**Project - View Management - All**

Allows users to view management properties and processes on any project that has been enabled for management.

**Type:** Global

**Project - View Tasks**

Allows the user to view all tasks for a specific project. This access right is dependent on the resource having the *Project - View Base* access right.

**Type:** Instance

**Project - View Tasks - All**

Allows the user to view tasks and work breakdown structure for any project the user has been granted access.

**Type:** Global

**Projects - Navigate**

Lets the user navigate to the Projects list page and to the My Projects portlet.

**Type:** Global

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**Resource Access Rights**

The following access rights allow you to create, view, and edit resource properties.

**Administration - Resources**

Allows users to navigate to the administration pages for viewing and editing resources.

**Requires:** *Resource - Edit Administration* right to view individual resources.

**Type:** Global

**Resource - Approve Time**

Allows users to approve and reject timesheets for a specific resource. The right does not include the *Resource - Enter Time* right.

**Type:** Instance
Resource - Create
Allows users to create a resource or role, and edit properties. The right allows users to create labor and nonlabor resources.

Requires: Resource - Navigate right
Type: Global

Resource - Edit
Allows users to view and edit general information, contact information, financial information, skills, and the calendar for a resource.

Requires: Resource - Navigate right
Type: Instance

Resource - Edit - All
Allows users to view and edit general information, contact information, financial information, skills, and calendar for all resources.

Requires: Resource - Navigate right
Type: Global

Resource - Edit Access Rights
Allows users to grant or revoke access rights for a specific resource.

Requires: The Resource - Edit Administration right and either the Resource - View or the Resource - View - All right
Type: Instance

Resource - Edit Administration
Allows users to edit a specific resource from administration pages.

Requires: Administration - Resources right
Type: Instance

Resource - Edit Calendar
Allows users to edit their own calendar.

Requires: Resource - Navigate right
Type: Instance

Resource - Edit Financial
Allows users to view general and financial properties, and to edit only the financial properties of a resource.

Requires: Resource - Navigate right
Type: Instance
Resource Access Rights

Resource - Edit Financial - All

Allows users to view general and financial properties, and to edit only the financial properties for all resources.

**Requires:** Resource - Navigate right

**Type:** Global

Resource - Edit General

Allows users to view and edit general information, contact information, skills, and the calendar of a resource.

**Requires:** Resource - Navigate right

**Type:** Instance

Resource - Edit General - All

Allows users to view and edit properties for a resource: general information, contact details, skills, and their calendar.

**Requires:** Resource - Navigate right

**Type:** Global

Resource - Enter Time

Allows users to complete and submit timesheets for a specific resource.

**Type:** Instance

Resource - External Access

Allows users access to the Resources, Resource Finder, and Resource Requisitions menus and property pages under Resource Management. Control user read/write access to data on these pages by setting the instance and global access rights for resources, projects, and requisitions.

**Type:** Global

Resource - Hard Book

Allows users to soft and hard book a specific resource for investments to which they have view or edit rights.

**Type:** Global

Resource - Hard Book - All

Allows users to soft and hard book all resources for investments to which they have view or edit rights.

**Type:** Global

Resource - Navigate

Allows users to access resource management pages.

**Type:** Global
Resource - Soft Book

Allows users to soft book a specific resource or role to an investment.

Type: Instance

Resource - Soft Book - All

Allows users to soft book any resource for investments to which they have view or edit rights.

Type: Global

Resource - Update Skills

Allows users to create, edit, and view the skills for a specific resource to which they have Resource - View access right. The privilege also allows users to view information about the resource.

Requires: Resource - View right

Type: Global

Resource - Update Skills

Allows users to create, edit, and view the skills of all resources. The privilege also allows users to view general information of resources.

Requires: Resource - View right

Type: Global

Resource - View

Allows users to view all of information for a specific resource, except for financial information.

Type: Instance

Resource - View - All

Allows users to view information, except the financial properties of all resources.

Type: Global

Resource - View Access Rights

Allows users to view access rights for a specific resource.

Requires: Resource - View right or Resource - Edit Administration right

Type: Instance

Resource - View Book

Allows users to view bookings for a specific resource.

Type: Instance
Resource - View Book - All
Allows users to view bookings for all resources.
Type: Global

Resource - View Financial
Allows users to view general and financial information for a specific resource.
Required: Resource - Navigate right
Type: Instance

Resource - View Financial - All
Allows users to view financial properties for all resources.
Required: Resource - Navigate right
Type: Global

Scenario Access Rights

**Best Practice:** Capacity planning scenarios are designed for you to view a subset of all resources or investments. Limit resources or investments through a security OBS or through instance-level resource access rights. A more manageable amount of data displays for those resources and investments you manage. Additionally, avoid accessing capacity planning scenarios as a CA Clarity PPM administrator or as a user with global access rights to all resources.

The following access rights are available to work with capacity planning scenarios:

**Scenario - Edit**
Allows users to edit and delete a specific scenario.
Includes: Scenario - View and the ability to delete the Scenario
Requires: Portfolio - Navigate
Type: Global

**Scenario - Edit Access Rights**
Allows users to edit access rights for a specific scenario.
Requires: Portfolio - Navigate right, Portfolio - View right, or Scenario - View right
Type: Instance

**Scenario - Manager - Automatic**
When you create a scenario, access is automatically assigned. The access allows you to view, edit, and delete scenarios that you own. You can also view, edit, and delete access for that scenario.
Type: Global
Scenario - Navigate

Allows users to view the Scenario toolbar on capacity planning scenario-enabled pages and create new scenarios.

Type: Global

Scenario - View

Allows users to view a specific scenario.

Requires: Portfolio - Navigate right or Portfolio - View right.

Type: Instance
Chapter 4: Financial Management

This section contains the following topics:

- Department Access Rights (see page 29)
- Financial Administration Access Rights (see page 30)
- Financial Planning Access Rights (see page 31)
- Financial Management Access Rights (see page 33)
- Location Access Rights (see page 33)

Department Access Rights

You need the following access rights to work with departments.

- **Department - Create**
  - Allows users to create departments.
  - Includes: Department - Navigate right
  - Type: Global

- **Department - Edit**
  - Lets the user edit and delete specific departments.
  - Includes: Department - View access right
  - Requires: Department - Navigate right
  - Type: Instance

- **Department - Edit - All**
  - Allows users to edit and delete all departments.
  - Includes: Department - View - All right
  - Type: Global

- **Department - Edit Access Rights**
  - Allows users to edit the access rights for a specific department.
  - Requires: Department - Navigate right and Department - View right
  - Type: Instance

- **Department - Edit Access Rights - All**
  - Allows users to edit access rights for all departments.
  - Requires: Department - Navigate right and Department - View right
  - Type: Global
Financial Administration Access Rights

**Department - Navigate**
Lets the user navigate to department pages.
*Requires: Department - View - All right*
*Type: Global*

**Department - View**
Allows users to view specific departments.
*Requires: Department - Navigate right*
*Type: Instance*

**Department - View - All**
Allows users to view all departments.
*Includes: Department - Navigate right*
*Type: Global*

**Financial Administration Access Rights**

Users must be granted the following access rights if they are responsible for setting up structures:

**Administration - Access**
Allows the user to access the Administration menu.
*Type: Global*

**Financial Maintenance - Financial Organizational Structure**
Allows users to define the financial organizational structure and fiscal time periods. You can create, edit, and view entities, locations, departments, resource classes, transaction classes, and investment classes. Users can also assign departments to locations.
*Required: Administration - Navigate*
*Type: Global*
Financial Planning Access Rights

Users must have the following access rights for managing cost, benefit, and budget financial plans for any investment type.

<Investment> - Benefit Plan - Edit

Allows the user to edit the benefit plans for a specific instance of the selected investment type.

Type: Instance

<Investment> Benefit Plan - Edit All

Allows the user to edit all benefit plans for the specified investment type.

Type: Global

<Investment> - Benefit Plan - View

Allows the user to view the benefit plans for a specific instance of the selected investment type.

Type: Instance

<Investment> Benefit Plan - View All

Allows the user to view all benefit plans for the specified investment type.

Type: Global

<Investment> - Budget Plan - Approve

Allows the user to approve the budget plans for a specific instance of the selected investment type.

Type: Instance

<Investment> Budget Plan - Approve All

Allows the user to approve all budget plans for the specified investment type.

Type: Global

<Investment> - Budget Plan - Edit

Allows the user to edit the budget plans for a specific instance of the selected investment type.

Type: Instance

<Investment> Budget Plan - Edit All

Allows the user to edit all budget plans for the specified investment type.

Type: Global
Financial Planning Access Rights

<Investment> - Budget Plan - View

Allows a resource to view the budget plans for a specific instance of the selected investment type.

Type: Instance

<Investment> Budget Plan - View All

 Allows the user to view all budget plans for the specified investment type.

Type: Global

<Investment> - Cost Plan - Edit

Allows the user to edit the cost plans for a specific instance of the selected investment type.

Type: Instance

<Investment> Cost Plan - Edit All

 Allows the user to edit all cost plans for the specified investment type.

Type: Global

<Investment> - Cost Plan - View

Allows the user to view the cost plans for a specific instance of the selected investment type.

Type: Instance

<Investment> Cost Plan - View All

 Allows the user to view all cost plans for the specified investment type.

Type: Global

Cost Plan - XOG Access

Allows the user to import and export cost plan instances using the XML Open Gateway interface.

Type: Global

Budget Plan - XOG Access

Allows the user to import and export budget plan instances using the XML Open Gateway interface.

Type: Global

Benefit Plan - XOG Access

Allows the user to import and export benefit plan instances using the XML Open Gateway interface.

Type: Global
Financial Management Access Rights

This section lists the access rights required for doing the following tasks:

■ Setting up financial data
■ Processing and monitoring transactions
■ Processing and monitoring the financial cost/rate matrix

Financial Maintenance - Financial Management

Allows users to access financial management setup features in the Administration menu.

Type: Global

Location Access Rights

You need the following access rights to work with locations.

Location - Create

Allows users to create locations.

Type: Global

Location - Edit

Allows users to edit specific locations.

Type: Instance

Location - Edit - All

Allows users to edit all locations.

Type: Global

Location - Navigate

Allows users to navigate to location pages.

Type: Global

Location - View

Allows users to view specific locations.

Type: Instance

Location - View - All

Allows users to view all locations.

Type: Global
Chapter 5: Administration

This section contains the following topics:

- Administration Access Rights (see page 35)
- License Information Access Rights (see page 36)
- Jobs Access Rights (see page 37)
- Page Access Rights (see page 38)
- Portlet Access Rights (see page 39)
- Reports Access Rights (see page 40)

Administration Access Rights

The following access rights are available to manage administrative tasks:

Administration - Access

- Allows the user to access the Administration menu.

  Type: Global

Administration - Application Setup

- Allows users to edit CA Clarity PPM system options and settings, including Organization and Access menu, Timesheet Options, Data Administration menu, and General Settings menu.

  Includes: Administration - Access to access the Administration menu.

  Type: Global

Administration - Authorization

- Allows users to manage resources and groups.

  Includes: Administration - Access

  Type: Global

Administration - Partition Models

- Allows users to manage partition models.

  Requires: Administration - Access

  Type: Global
Administration - Resources

Allows users to navigate to the administration pages for viewing and editing resources.

Requires: Resource - Edit Administration right to view individual resources.

Type: Global

Administration - Studio

Allows a user to navigate to Studio menus. Without this right, a user does not see the CA Clarity Studio menu in the Administration menu. This right is dependent on having a license to Studio.

Type: Global

Administration - XOG

Allows users to import and export information through the XML Open Gateway interface.

Type: Global

License Information Access Rights

To view license information, you must either be associated with the License Information Access group or be assigned each of the access rights. This access group allows users to view and navigate license information pages and portlets and includes the following access rights:

Page - View

Allows users to view a general page in CA Clarity PPM. For instance pages (such as portfolio pages), this right is not required.

Type: Instance

Portlet - View

Allows users to view a specific portlet.

Type: Instance
Jobs Access Rights

The following access rights are available for managing jobs:

**Jobs - Access**

Allows users access to jobs pages. Additional rights such as the Jobs - Run - All right or instance level rights such as the Job - Run right, Job - View Output right, or Job - Edit Properties right are required.

**Type:** Global

**Job - Edit Properties**

Allows users to view and edit the job properties for specific jobs. This right also lets users reschedule jobs and view output.

**Type:** Global

**Job - Run**

Allows users to access and run jobs, edit job properties, and view job output.

**Requires:** Jobs - Access right

**Type:** Global

**Jobs - Run - All**

Allows users to run any job. This right also allows users to schedule of any job, edit of job properties for any job and view the output of any job.

**Jobs - View Output**

Allows users to view the output of the jobs to which they have access.

**Requires:** Jobs - Access right

**Type:** Global

**Jobs - View Output - All**

Allows users to view the output of any job.

**Requires:** Jobs - Access right

**Reports and Jobs - Administrator**

Allows you to view reports and manage job definitions and report and job categories.

**Type:** Global

**Reports and Jobs - Administrator Access**

Allows users to view report and job definitions. With this right, users can also view reports and jobs categories.

**Type:** Global
**Reports and Jobs - Create Definition**

Allows users to create, edit, and view report or job definitions.

**Requires:** Report and Jobs - Administrator Access right

**Type:** Global

**Reports and Jobs - Edit Definition**

Allows users to view and change reports and job definitions.

**Requires:** Reports and Jobs - Administrator right

**Type:** Instance

**Reports and Jobs - Edit Definition - All**

Allows users to edit any report or job definition.

**Requires:** Report and Jobs - Administrator Access right

**Type:** Global

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**Page Access Rights**

The following access rights are available for pages:

**Page - View**

Allows users to view a general page in CA Clarity PPM. For instance pages (such as portfolio pages), this right is not required.

**Type:** Instance

**Page Definition Editor**

Allows users to edit, view, and delete the definition of a specific page.

**Required:** Administration - Studio access right to access the CA Clarity Studio menu.

**Type:** Instance

**Page Definition Editor - All**

Allows users to edit, view, and delete the definition of all pages.

**Required:** Administration - Studio access right to access the CA Clarity Studio menu.

**Type:** Global

**Page Definition Viewer**

Allows the user to view the definition of a specific page.

**Required:** Administration - Studio access right to access the CA Clarity Studio menu.

**Type:** Instance
Page Definition Viewer - All
Allows the user to view the definition of all pages.

Required: Administration - Studio access right to access the CA Clarity Studio menu.

Type: Global

Page Viewer - All
Lets the user view any configured portlet page. Before the users can view them, link the portlet pages to a menu. The user requires the rights to navigate the menu. For example, if a page links to the Administration menu, the users require the Administration - Access right.

Type: Global

Portlet Access Rights

The following access rights are available for portlets:

Portlet Definition Editor
Allows the user to edit and view the definition of a specific portlet.

Required: Administration - Studio to access the Studio menu.

Type: Instance

Portlet Definition Editor - All
Allows a user to edit and view the definitions of all portlets available from Studio.

Required: Administration - Studio to access the Studio menu.

Type: Global

Portlet - View
Allows users to view a specific portlet.

Type: Instance

Portlet Viewer - All
Lets you view and add stock portlets to portlet pages. The right helps add a stock portlet to a personal dashboard.

Type: Global
Reports Access Rights

The following access rights are available for users who run and review reports:

**Reports - Access**

Allows users to access reports pages. Additional report rights are also required to view, edit, or run reports.

*Type:* Global

**Reports - Run - All**

Allows you to run any report. This right also allows users to schedule, edit properties, and view the output of any report. The access is dependent on being granted Reports - Access right.

*Type:* Global

**Report - Run**

Allows users to run specific reports, edit properties and review output.

*Requires:* Reports - Access right

*Type:* Instance

**Reports - View Output - All**

Allows users to view the output of any report.

*Requires:* Reports - Access right

*Type:* Global