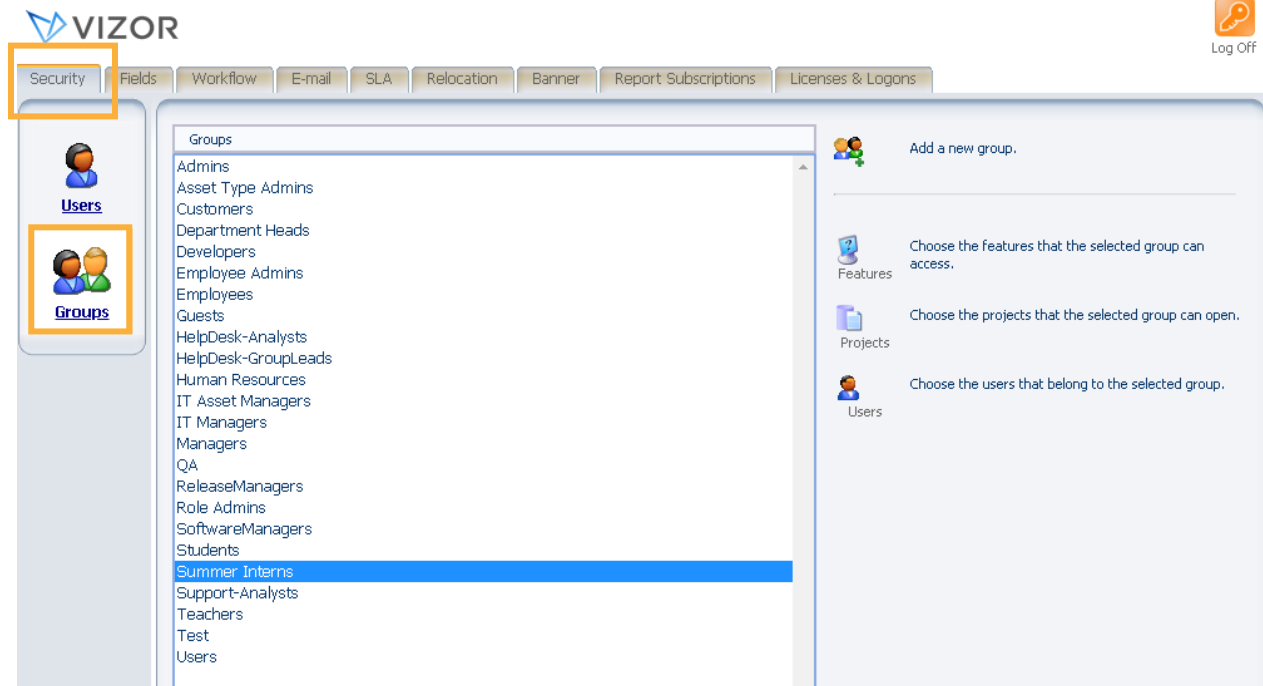


## Give Users Access to Selected Features

1. You require VIZOR administration privileges to manage VIZOR users. To login navigate to <https://YOURSERVER/connectadmin/>
2. Ensure that the **Security** tab is selected and select **Groups**

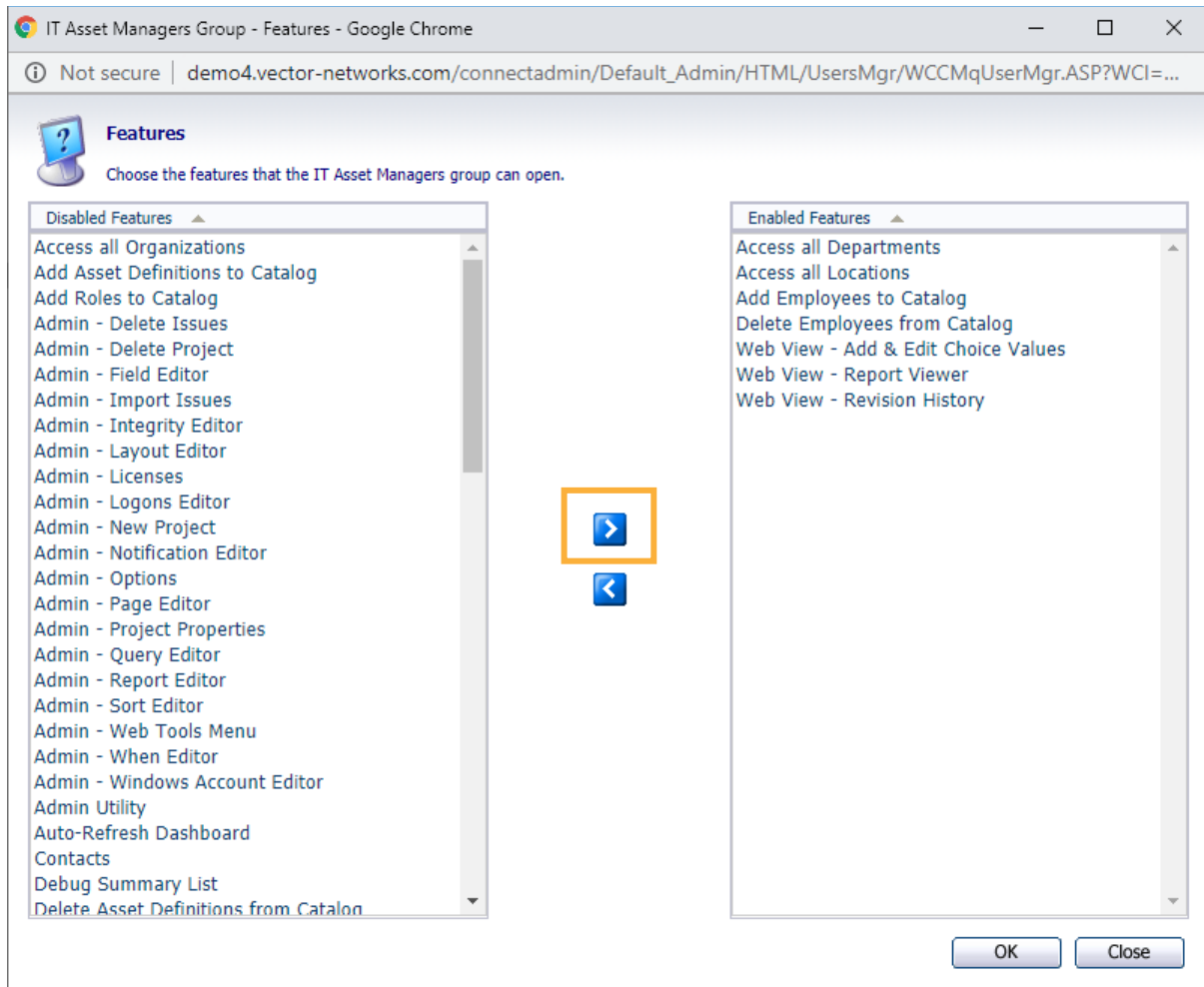


3. Highlight the group that you want to give access to a specific project. Click **Choose the features that the selected group can open**

The screenshot displays the VIZOR user management interface. At the top left is the VIZOR logo. A navigation bar contains tabs for Security, Fields, Workflow, E-mail, SLA, Relocation, Banner, Report Subscriptions, and Licenses & Logons. On the right side, there is a 'Log Off' button. The main interface is divided into three sections:

- Left Sidebar:** Contains 'Users' and 'Groups' sections, each with a corresponding icon and a blue underline.
- Center Panel:** A list of groups under the heading 'Groups'. The group 'Summer Interns' is highlighted with a blue background.
- Right Panel:** Contains configuration options for the selected group:
  - 'Add a new group.' with a group icon.
  - 'Features' (highlighted with an orange box): 'Choose the features that the selected group can access.' with a feature icon.
  - 'Projects': 'Choose the projects that the selected group can open.' with a project icon.
  - 'Users': 'Choose the users that belong to the selected group.' with a user icon.

4. Select the features you want to give the group access by highlighting them and clicking the arrow going to the right. If you need to remove one, do the opposite – highlight the one you want to remove on the right and click the arrow going left.



6. Press Ok to save the changes

For more information see, Chapter 4 - *People And Organizations* and Chapter 23 – *Managing Contacts, Users And Groups* of the VIZOR Guide <https://www.vizor.cloud/content/collateral/vizor-manual-guide/>