



erwin Data Intelligence - DQLabs

# **User Guide – Creating Roles and Adding Users**

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### Registering for Support

Access the [erwin support](#) site and click Sign in to register for product support.

### Accessing Technical Support

For your convenience, erwin provides easy access to "One Stop" support for [erwin Data Intelligence \(erwin DI\)](#), and includes the following:

- Online and telephone contact information for technical assistance and customer services
- Information about user communities and forums
- Product and documentation downloads
- erwin Support policies and guidelines
- Other helpful resources appropriate for your product

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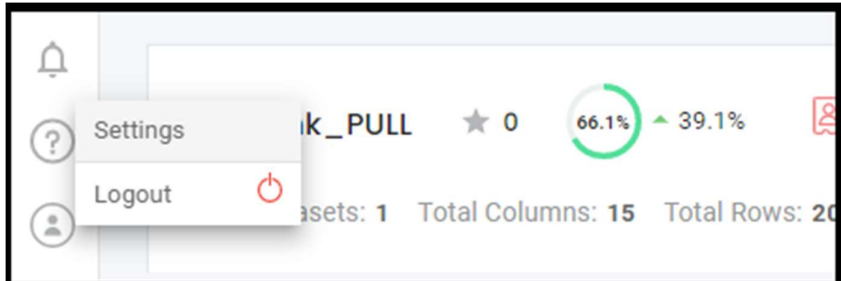
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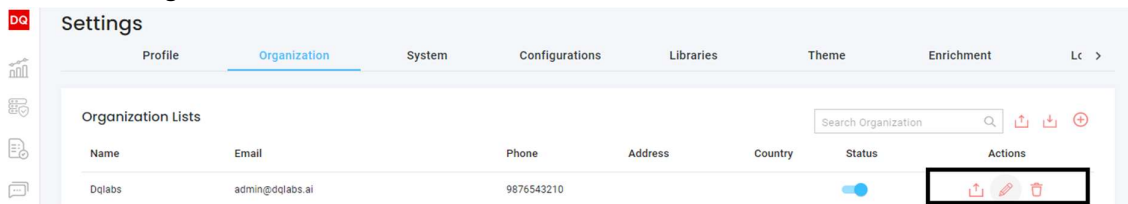
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# Adding Roles

- After logging into the platform, Navigate to the settings page.

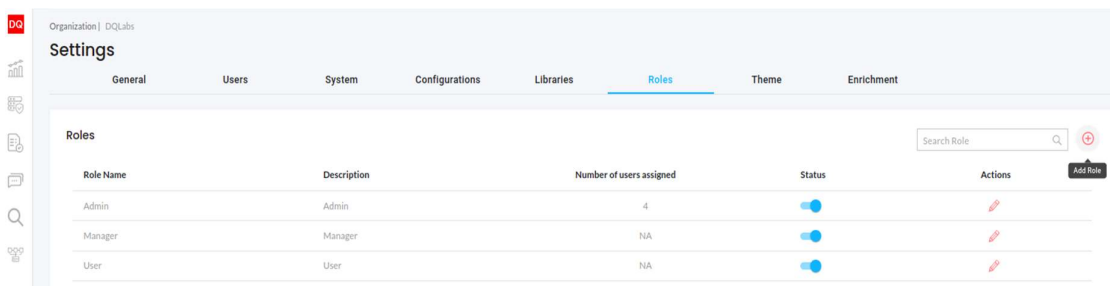


- Click on Organization > edit icon



- Default Roles:
  - Admin: Provides access to Data that is classified as Restricted when the unauthorized disclosure, alteration or destruction of that data could cause a significant level of risk to the Organization or its affiliates.
  - Manager: Provides access to Data that is classified as Private when the unauthorized disclosure, alteration or destruction of that data could result in a moderate level of risk to the Organization or its affiliates.
  - User: Provides access to Data that is classified as Public when the unauthorized disclosure, alteration or destruction of that data would result in little or no risk to the Organization and its affiliates.

- Click on the “+” icon on the Roles page to add a role



- Provide the following information to add a role
  - Role Name
  - Description
  - Governance
  - Page Settings
  - Properties

The screenshot shows the 'Add Role' form in the DQ Labs settings page. The form is titled 'New Role' and has a 'Save' button. The form fields are:

- Enter Role Name:** A text input field with the placeholder text 'New Role'.
- Description:** A text input field.
- Governance:** A dropdown menu with the selected value 'Level 1'.
- Page:** A dropdown menu with the selected value 'Except Setting'.
- Properties:** A dropdown menu with the selected value 'View'.

At the bottom of the form, there are two buttons: 'Save' (in blue) and 'Cancel' (in grey).

- Click on Save to continue.

## Adding Users

- After logging into the platform, Navigate to the settings page
- Click on Organization > edit icon
- Click Users, which displays a screen to send an invite to a user by entering their Email ID and selecting User Role from the dropdown.
- User can also delete user details by clicking on the delete icon.

The screenshot shows the 'Add Users' form and a table of existing users in the DQ Labs settings page. The form is titled 'Add Users' and has a 'Send Invite' button. The form fields are:

- Enter Email ID:** A text input field.
- Select an User Role:** A dropdown menu.

Below the form, there is a table with the following columns: Name, Email, Role, Status, and Actions.

Name	Email	Role	Status	Actions
testuser	testuser@mailinator.com	Admin	<input checked="" type="checkbox"/>	