



## Product Requirements Document

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# *Member Roles and Permissions*

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Product FAQ  
Current as of: March 10, 2008

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## Definitions

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**Permissions** = Rules authorizing a user to do certain actions on a community. For instance, Ability to Access Moderation Tools is a Permission.

**Role** = A label for a user based on a set of predefined permissions. For instance, Moderators and Contributors are Roles.

**User** = Any user of a community, regardless of Role or Type.

**Member** = Someone who has joined a specific community.

## Introduction

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This project provides support for User Roles with Permissions. Every user has a one Role on each community they join. A single user can be assigned a different Role for every community they join, but may only have one Role per community. The default Role for all users on each community at sign up is “Member” Role.

User Roles only exist within the context of an individual community. When a user crosses communities, his/her role does not go with him/her. Everyone is by default a “Member” unless specifically assigned a new Role by that community’s admin.

User Roles other than “Member” are identified by visual representation – this includes a thicker border around the thumbnail and the textual representation of their Role in that community.

## Product Overview

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A User Role is simply a set of Permissions assigned to an individual user. User Roles are available to all communities in Admin mode. Every community has a “Roles” dropdown on each user in Member Management, which allows the Admin to change the role of any member of their community.



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### Definition of User Roles/Permissions Sets

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1. **Member** - A Member of a community may interact as normal within that community. This Role includes no special permissions.
2. **Contributor** - A Contributor has all the same permissions as Members, in addition to the following:
  - a. Create community/editorial content, such as blogs, news, events, etc;
  - b. Add content to official categories.
3. **Moderator** - A Moderator has all the same permissions as Members, in addition to the following:
  - a. Access to the Content Moderation tool;
  - b. Access to the Flagged Content tool;
  - c. Ban content from within the site (content detail pages);
  - d. Ban discussions topics and comments from within the site (discussions pages);
  - e. Approve content from within the site (content detail pages);
  - f. Edit content from within the site (content detail pages);
  - g. Edit discussions topics and comments from within the site (discussions pages);
  - h. Ban users from the site (user profile pages).
4. **Board Moderator** – The Board Moderator Role, when it is released, will have all the same permissions as Members, in addition to the following:
  - a. Ban discussions topics and comments from within the site (discussions pages);
  - b. Edit discussions topics and comments from within the site (discussions pages).
5. **Power User** – A Power User has all the same permissions as Members, Moderators, and Contributors, in addition to the following:
  - a. Feature Users;
  - b. Access Member Management;
  - c. Access Community Manager;
  - d. Assign User Roles and Types.

### Affected Pages and Features

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#### Member Management

1. UI Changes – Minor UI changes will be made to create more ease use in the Member Management interface and to account for the addition of changing User Roles.

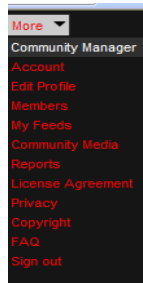
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2. Roles Dropdown – You will notice a new “Roles” dropdown for each member listed in your Member Management page. When logged in as Admin, you will be able to select a Role from the dropdown for each member for whom you wish to change Roles.
3. Member name search – You will notice a new search box has been added to your Member Management page, to allow searching by member name.
4. Filter – You will notice a new dropdown to filter by Role added to your Member Management page.

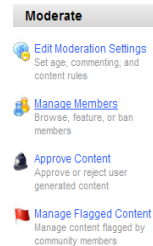
### How Do I Change a Member’s Role?

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1. Click “Community Manager” from the “More” menu dropdown:



2. Click “Manage Members” under the “Moderate” section of your Community Manager.



3. Find the member whose Role you would like to change, and select the Role you would like to give them from the “Member Role” dropdown.



4. IMPORTANT! Don’t forget to save your changes by clicking “Save changes” at the



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bottom of the page.

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Save changes

Cancel