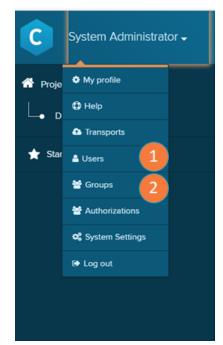
User management & Permissions

Navigation



To manage your Users and Groups, navigate to the Homescreen and open the the main menu.

- 1. Users: opens the Users screen.
- 2. Groups: opens the Groups screen.

- 1. A list of all users with the username, the user's name and the user's mail adress.
- 2. Add a new user with the button 'add new user'
- 3. Search the user list.
- 4. Enter the user browser here. The user browser offers a table with detailed informations on the user roles and sorting and filtering on the user list. As well as the possiblity to export the list as .csv.

Users

User search		Q Add users	User brows
🕞 User management			
Name	Username	Email	
å Test user	tuser	Luser@celonis.com	
👗 Test user 2	tuser2	tuser2@celonis.com	
👗 Test user 3	t.user3	Luser3@celonis.com	

Groups

3 Search by group name. Use * as wildcard	Q. Add group
⊖ Group management	
1 🔮 Business Case Developers	
🗑 Celonis Admins	
🗑 Celonis Consultants	
쓸 Customer Success Team	

- 1. A list of all groups in your Celonis installation. Click on a list entry to enter it.
- 2. Add a new group with the button 'add user'
- 3. Search the user list.

Related content

- User Profile
 Groups
 User roles
 Content Permissions
 Authorizations