User roles

User roles can be granted in the user profile of a single user.

Types of user roles

There are three types of administrators in Celonis 4:

1. User Administrator: is meant to administrate Users and Groups and furthermore apply authorizations.

2. Global Content Administrator: has access to all data models and analysis.

3. System Administrator: has access to the system settings.

User roles capabilities

The administrative rights are split into the above mentioned categories.
However, any user can be assigned up to 3 administrator roles in order to combine their capabilities.
Each role gives a user access to the specific areas in Celonis:

	System administrator	Global content administrator	User administrator
System settings	✅	❌	❌
Authorization settings*	⚠️	⚠️	⚠️
License management	✅	❌	❌
Transports	❌	✅	❌
Admin rights on all projects and its content	❌	✅	❌
User management	❌	❌	✅
Group management	❌	❌	✅

*all 3 roles are required to actually set up data permissions end to end.

> ℹ️ **Single User Edition**
>
> As the Single User Edition is designed to be used by a single user in a local installation, there are no administrators available.
>
> For this reason, the sections about the User Administrator and the Global Content Administrator are not relevant.