

Activity Center Security

How is Activity Center Security Administered?

Your System Admin is able to provide access to Activity Center based on profiles or individual users. Your System Admin has additional capabilities to fine tune user access based on your institution's processes and procedures. The System Admin has the option to provide users with full access to all Activity Center functionality or they can set individual user access to:

- Contact Reports
 - Create
 - Edit
- Proposals
 - Create
 - Edit
- Tasks
 - Create
 - Edit
- Calendar Feed

To manage user security for Activity Center, access the Control Panel / Manage Users.

Access to Activity Center is at the bottom of the Profile and User set up.

Video Activity Center Security

Navigate to Control Panel

Name	Profile	Activation Date	Last Login Date	Actions
Alan Jechort	Advancement Executive	04/01/2011	03/11/2014	Select Action
Alex Zalewski	Advancement Executive	11/20/2014	01/02/2015	Select Action
Alicia Evans	Advancement Executive	08/30/2016	10/19/2017	Select Action
Alison Chi	Advancement Executive	06/01/2016	06/03/2016	Select Action
Alyssa Roach	Advancement Executive	05/11/2017	06/28/2017	Select Action
Amy Baker	Advancement Executive	05/13/2016	05/16/2016	Select Action
Amy Baker	Advancement Executive	01/18/2016	01/08/2018	Select Action

Set User Access

Activity Center	
Activity Center Seat	<input checked="" type="checkbox"/>
Allow subscription to activity center calendar	<input type="checkbox"/>
Proposals	<input checked="" type="checkbox"/>
Add Proposal	<input checked="" type="checkbox"/>
Edit Proposal	<input checked="" type="checkbox"/>
Contact Reports	<input checked="" type="checkbox"/>
Add Contact Report	<input checked="" type="checkbox"/>
Edit Contact Report	<input checked="" type="checkbox"/>
Tasks	<input checked="" type="checkbox"/>
Add Task	<input checked="" type="checkbox"/>