Delta Tau Delta Assigning Vault User Permissions

Certain Delta Tau Delta Central Office staff will be listed as contacts on all Vault accounts and will have user permissions to all menus.



*Edit or delete permissions by clicking the applicable icon in the 'Actions' column. Delete permissions for outgoing officers by clicking the trash icon.

Add Vault User					
USER INFORM	IATION		USER PERMISSIONS		
User *	Doee, John	٠	Administration *	No Access	
Text Address			Communications *	Manage	
User Reason *	Undergraduate Officer	•	Chapter *	Manage	
Other Reason			House *	Manage	
			Billing *	View	
			Accounting *	View	
			Bill Pay *	View	
			National *	Manage	
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Select the user to add, the user reason, and set user permissions for each menu in Vault.

There are three levels of user permissions- No access, View and Manage. Note the permission details at the bottom.