

OMNIUPDATE TRAINING TUESDAY

Access and Workflow in Depth



Presented By:
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Instructional Designer

WebEx Event # **806 014 221**

Audio will be heard on your computer speakers.

*If you do not have working computer speakers,
call 1-408-792-6300.*

*Enter event number and
attendee ID or press # if no attendee ID.*

Webcast will start at the top of the hour.

AGENDA

- Some Basic Terminology
- Inheritance and Precedence
- “Top-down” Access Settings
- Making Complex Workflows
- Live Demo in OU Campus
- Q&A



KEY TERMS TO UNDERSTAND

- Access
 - Who can go where in your site (e.g., /academics/ directory)
 - Controlled by **Groups**
- Permissions
 - Who can do what in your site (e.g. upload/delete files)
 - Controlled by **User Levels**
- Workflow
 - Who can publish what in your site
 - Configured through **Users and/or Groups**



INHERITANCE AND PRECEDENCE



Access settings “trickle down”

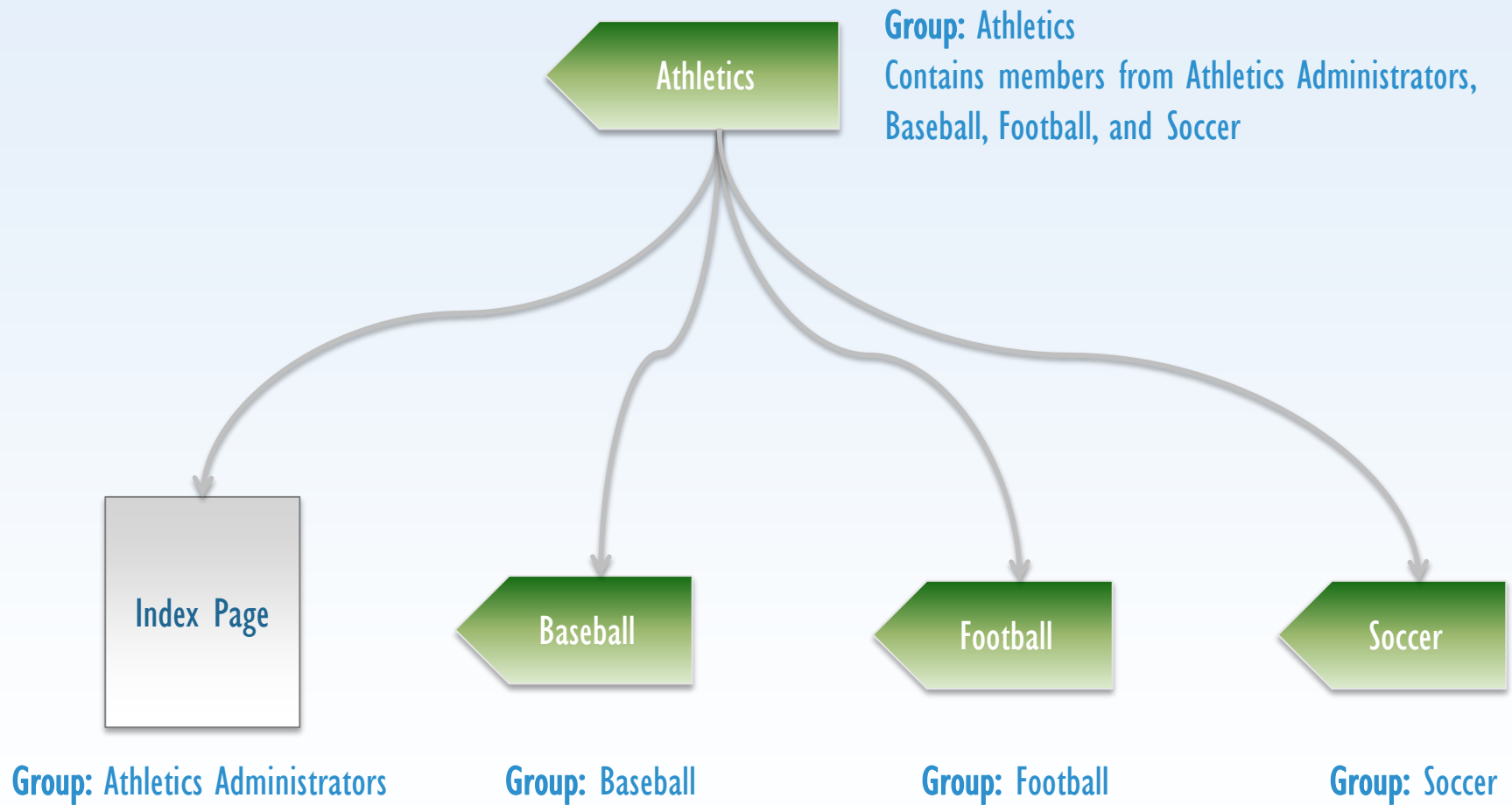
Directory settings inherit from Site settings

Page settings inherit from Directory

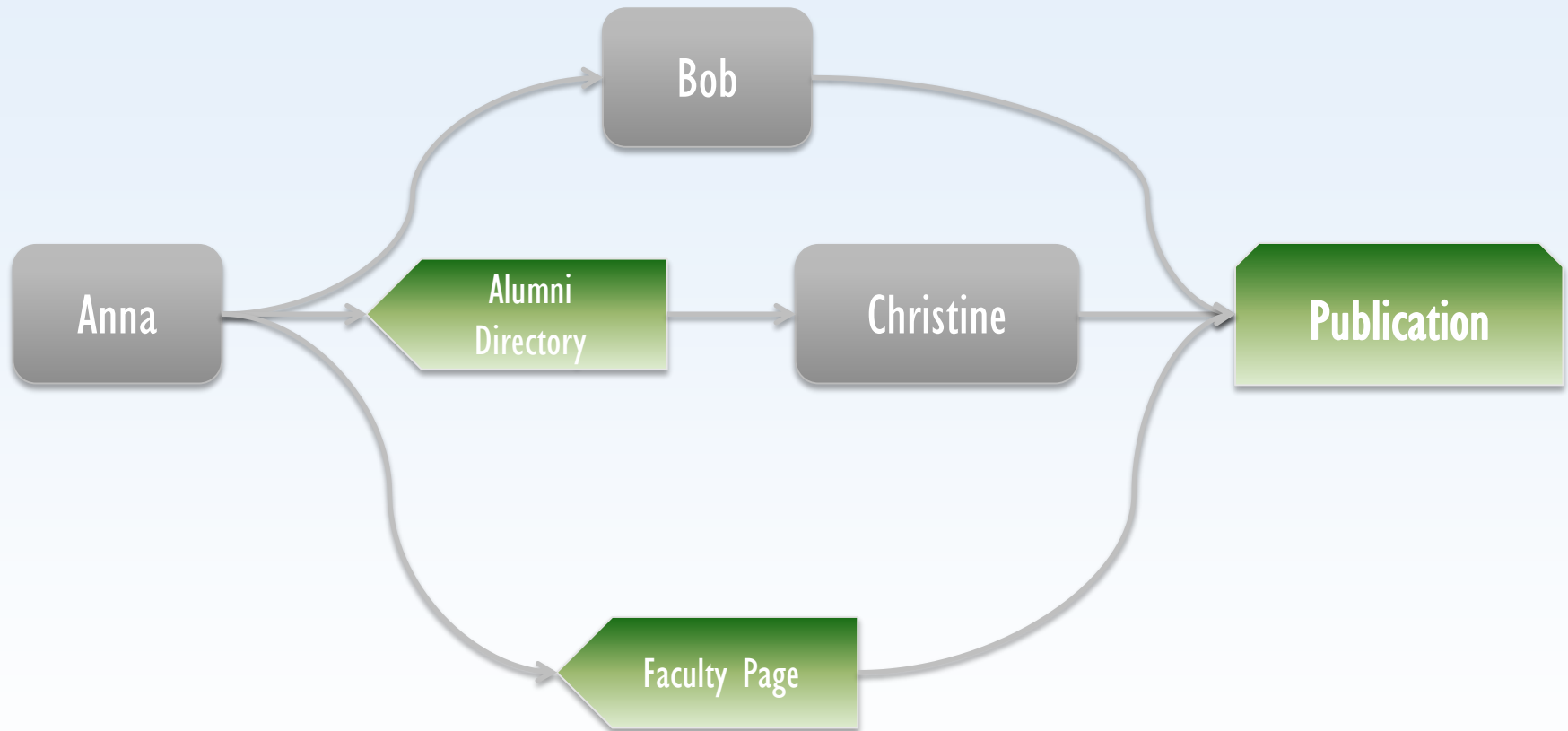
Settings closer to the content will
overwrite settings set at a higher level



ASSIGNING ACCESS



FLEXIBLE WORKFLOW



Let's Look!

Let's Look!



Q&A



NEXT TRAINING TUESDAY

The next Training Tuesday will be held on June 28, 2016!

Be sure to visit the OCN or Support Site
for further details.

<http://ocn.omniupdate.com>

<http://support.omniupdate.com>



Thank You!

