

# CA Clarity™ PPM

## Access Rights Reference Guide

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# Chapter 1: Introduction

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This guide is a reference of access rights available in CA Clarity PPM. The access rights are grouped and presented in the following basic units:

- General
- Projects, Resources, and Investments
- Financial Management
- Administration

To learn more about access rights and how to assign them to users, see the *Administration Guide*.



# Chapter 2: General

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This section contains the following topics:

[Audit Trail Access Rights](#) (see page 9)

[Basic User Group Access Rights](#) (see page 9)

[Software Download Access Rights](#) (see page 10)

[Timesheets Access Rights](#) (see page 10)

## Audit Trail Access Rights

The following access rights are available for audit:

### **Audit Trail - Access**

Allows users to access audit page.

**Type:** Global

### **Audit Trail - View - All**

Allows users to view any audit page.

**Type:** Global

## Basic User Group Access Rights

The following access rights are provided by the default user group, *Basic Group for User Access*:

### **Account Settings - Navigate**

Lets the user navigate to the Account Settings page.

**Type:** Global

### **Organizer - Access**

Lets the user access the Organizer page and the Actions, Events, and Notifications portlets available from the Organizer page.

**Type:** Global

### **Projects - Navigate**

Lets the user navigate to the Projects list page and to the My Projects portlet.

**Type:** Global

## Software Download Access Rights

The following access rights are available for downloading software:

### **Software Download - Microsoft Project Interface**

Allows users to download the CA Clarity PPM Microsoft Project Interface.

**Type:** Global

### **Software Download - Open Workbench**

Required to download Open Workbench.

**Type:** Global

### **Software Download - Xcelsius**

Required to download Xcelsius.

**Type:** Global

### **Software Download - SVG Viewer**

Required to download the SVG viewer.

**Type:** Global

## Timesheets Access Rights

The following access rights are available for timesheets:

### **Timesheets - Navigate**

Allows you to navigate to timesheet pages.

**Type:** Global

### **Timesheets - Edit All**

Allows users to edit all timesheets.

**Type:** Global

### **Timesheets - Approve All**

Allows users to approve all submitted timesheets.

**Type:** Global

### **Resource - Enter Time**

Allows users to complete and submit timesheets for a specific resource.

**Type:** Instance

**Project - Edit Project Plan**

Allows users to add unplanned tasks to a specific project when completing their timesheets when they are a team member on the project.

**Type:** Instance



# Chapter 3: Projects, Resources, and Investments

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This section contains the following topics:

[Earned Value Definition Access Rights](#) (see page 13)

[Portfolio Access Rights](#) (see page 14)

[Project Access Rights](#) (see page 16)

[Resource Access Rights](#) (see page 22)

[Scenario Access Rights](#) (see page 26)

## Earned Value Definition Access Rights

The following access rights are required to work with earned value definitions:

### **Earned Value Definition - Create**

Allows users to create a new earned value definition.

**Type:** Global

### **Earned Value Definition - Edit Access Rights - All**

Allows users to edit the access rights for all earned value definitions.

**Requires:** *Earned Value Definition - Navigate* right or *Earned Value Definition - View* right

**Type:** Global

### **Earned Value Definition - Edit All**

Allows users to edit any earned value definition.

**Type:** Global

### **Earned Value Definition - Navigate**

Allows users to access any earned value definition pages.

**Type:** Global

### **Earned Value Definition - View All**

Allows users to view any earned value definition.

**Type:** Global

## Portfolio Access Rights

The following access rights are available to resources, groups, and OBS units to create, view, and edit a portfolio:

### Portfolio - Navigate

Allows users to access the Portfolio Management menu.

**Type:** Global

### Portfolio - Create

Allows users to create portfolios.

**Includes:** *Portfolio - Navigate* to access Portfolio Management menu.

**Type:** Global

### Portfolio - Create Scenarios

Allows user to create scenarios for a specific portfolio.

**Requires:**

- *Portfolio - Navigate* to access the Portfolio Management menu
- *Portfolio - View* to view a specific portfolio.

**Type:** Instance

### Portfolio - Edit

Allows users to view, edit, and delete specific portfolio. This right also lets users change the portfolio layout and attach, modify, or delete a scenario. With this right, users can view investments, scenarios, and portlets in the portfolio to which they have access.

**Requires:** *Portfolio - Navigate* to access the Portfolio Management menu.

**Type:** Instance

### Portfolio - Edit - All

Allows users to view, edit, and delete all portfolios. Users can see only the investments, scenarios, and portlets to which they have access.

**Requires:** *Portfolio - Navigate* to access the Portfolio Management menu.

**Type:** Global

### Portfolio - Edit Access Rights

Allows users to view, edit, and delete the access rights for portfolios to which they have access.

**Requires:** *Portfolio - Navigate* to access the Portfolio Management menu.

**Type:** Instance

**Portfolio - Edit Access Rights - All**

Allows users to view, edit, and delete the access rights for any portfolio to which they have access.

**Required:** *Portfolio - Navigate* to access the Portfolio Management menu.

**Type:** Global

**Portfolio - Manager - Auto (Automatic)**

Automatically assigned when users create an investment or are assigned as the manager of an investment. This right allows users to view, edit, and delete the portfolios they create. This right also lets users view, edit, and delete the access rights for the portfolio. The *Portfolio - Navigate* right is required.

This access right is equivalent to the *Portfolio - Edit* access right, and includes the *Portfolio - Read*, *Portfolio - Edit*, *Portfolio - Delete*, and *Portfolio - Navigate* access rights.

If you reassign the portfolio manager, this access right transfers to the new manager, and the previous manager's access rights to this portfolio is revoked.

**Type:** Instance

**Portfolio - View**

Allows you to view a specific portfolio.

**Required:** *Portfolio - Navigate* to access the Portfolio Management menu.

**Type:** Instance

**Portfolio - View - All**

Allows users to view all portfolios. Users can view only investments, scenarios, and portlets in the portfolio to which they have access.

**Requires:** *Portfolio - Navigate* to access the Portfolio Management menu.

**Type:** Global

**Portfolio - View Scenarios**

Allows users to view all scenarios for a specific portfolio.

**Requires:**

- *Portfolio - Navigate* to access the Portfolio Management menu.
- *Portfolio - View* to view a specific portfolio.

**Type:** Instance

## Project Access Rights

The following access rights are required to work with projects:

### **Project - Approve**

Allows users to approve a specific project.

**Includes:** *Project - Edit* right to edit the project.

**Type:** Instance

### **Project - Approve - All**

Allows users to approve all projects.

**Includes:** *Project - Edit - All* right to edit all projects.

**Type:** Global

### **Project - Benefit Plan - Edit**

Allows users to edit the benefit plans for a specific project.

**Type:** Instance

### **Project - Benefit Plan - Edit - All**

Allows users to edit the benefit plans for all projects.

**Type:** Global

### **Project - Benefit Plan - View**

Allows users to view the benefit plans for a specific project.

**Type:** Instance

### **Project - Benefit Plan - View - All**

Allows users to view the benefit plans for all projects.

**Type:** Global

### **Project - Billing Access**

Allows users to access a billing for a specific project.

**Type:** Instance

### **Project - Billing Approval**

Allows users to approve a billing for a specific project.

**Type:** Instance

### **Project - Budget Plan - Approve**

Allows users to approve the budget plans for a specific project.

**Type:** Instance

**Project - Budget Plan - Approve All**

Allows users to approve the budget plans of any project.

**Type:** Global

**Project - Budget Plan - Edit**

Allows users to edit the budget plans for a specific project.

**Type:** Instance

**Project - Budget Plan - Edit All**

Allows users to edit the budget plans of any project.

**Type:** Global

**Project - Budget Plan - View**

Allows users to view the budget plans for a specific project.

**Type:** Instance

**Project - Budget Plan - View All**

Allows users to view budget plans for all projects.

**Type:** Global

**Project - Cost Plan - Edit**

Allows users to edit the cost plans for a specific project.

**Type:** Instance

**Project - Cost Plan - Edit All**

Allows users to edit cost plans for all projects.

**Type:** Global

**Project - Cost Plan - View**

Allows users to view the cost plans for a specific project.

**Type:** Instance

**Project - Cost Plan - View All**

Allows users to view cost plans for all projects.

**Type:** Global

**Project - Create**

Allows you to create new projects and define the general properties.

**Includes:** Project - Create from Template right to create a project using a template.

**Type:** Global

**Project - Create from Template**

Allows you to create new projects using project templates.

**Type:** Global

**Project - Delete**

Allows users to delete a specific project.

**Requires:** *Project - View* to view the project.

**Type:** Instance

**Project - Delete - All**

Allows users to delete any project.

**Requires:** *Project - View* to view the project.

**Type:** Global

**Project - Edit**

Allows the user to edit all parts of a project.

**Type:** Instance

**Project - Edit - All**

Allows users to edit properties and other areas of any project, except for custom defined fields.

**Type:** Global

**Project - Edit Access Rights**

Allows users to manage access rights for all projects.

**Requires:** *Project - Edit Management* right to manage access rights for all projects.

**Type:** Global

**Project - Edit Assigned Tasks**

Allows the user to edit assigned tasks on a specific project.

**Type:** Instance

**Project - Edit Assigned Tasks - All**

Allows the user to edit assigned tasks on all projects.

**Type:** Global

**Project - Enable Financial**

Enable financial properties for Projects.

**Requires:**

- *Project - View*
- *Project - View Management or Project - Manager*

**Type:** Global

**Project - Edit Financial - All**

Allows users to view and edit the general properties, processes, and financial information about all projects. This right also allows the user to enable financial projects.

**Type:** Global

**Project - Edit Management**

Allows users to edit general and management properties, to add staff, create tasks, and create and manage processes for the specific project. This right includes the ability to add subprojects and to edit the project in a project scheduler, such as Microsoft Project.

**Type:** Instance

**Project - Edit Management - All**

Allows the user to edit general and management properties for all projects. This right allows you to add staff and create tasks if projects are enabled for management. This right also includes the right to add subprojects to the project and edit the project in a project scheduler, such as Microsoft Project.

**Type:** Global

**Project - Edit Project Plan**

Allows users to add unplanned tasks to a specific project when completing their timesheets when they are a team member on the project.

**Type:** Instance

**Project - Edit Project Plan - All**

Allows users to add unplanned tasks to any project when completing their timesheets when they are a team member of those projects.

**Type:** Global

**Project - Enable Financial**

Enable financial properties for Projects.

**Requires:**

- *Project - View*
- *Project - View Management or Project - Manager*

**Type:** Global

**Project - Financial Plan - Submit for Approval**

Allows users to submit the financial plans for approval for a specific project.

**Type:** Instance

**Project - Manager (Auto)**

Allows the user to view and edit general and management properties for the projects and programs to which they have access.

**Type:** Instance

**Project - Modify Baseline**

Allows users to edit the baseline for a specific project. This right also allows users to edit the project general properties and processes.

**Type:** Instance

**Project - Modify Baseline All**

Allows users to baseline all projects. The right also allows users to view the general properties and processes of projects.

**Type:** Global

**Project - Risk, Issue, Change Request - Create/Edit**

Allows users to create and edit risks, issues, and changes for a specific project.

**Type:** Instance

**Project - Risk, Issue, Change Request - Delete**

Allows users to delete risks, issues, and changes for a specific project on which they are a staff member.

**Type:** Instance

**Project - Risk, Issue, Change Request - Delete - All**

Allows you to delete risks, issues, and change requests for all projects.

**Type:** Global

this access right is changing in v13. waiting for more info from Bill

**Project - Risk, Issue, Change Request - Edit - All**

Allows you to create and edit risks, issues, and changes requests for any project.

**Type:** Global

this access right is changing in v13. waiting for more info from Bill

**Project - Risk, Issue, Change Request - View**

Allows users to view all risks, issues, and change requests for a specific project.

**Type:** Global

**Project - Risk, Issue, Change Request - View - All**

Lets you view all risks, issues, and change requests for a specific project.

**Type:** Global

**Project - View**

Allows users to view the general, management, financial properties, custom defined fields, roster, tasks, processes, and subprojects for a specific project.

**Type:** Instance

**Project - View Access Rights**

Allows users to view access rights for a specific project. From CA Clarity PPM, this right implies that users also have the *Project - View* access right to the project. From Administration, users must also have the *Resource - Edit Administration* right.

**Type:** Instance

**Project - View All Fields**

Allows users to view all the general properties and custom defined fields for a specific project.

**Type:** Instance

**Project - View Financial**

Allows users to view the general and financial properties for a specific project.

**Type:** Instance

**Project - View Financial - All**

Allows users to view the general and financial properties, and processes on all projects. This right does not include the *Project - Budget Plan - View All* access right.

**Type:** Global

**Project - View Management**

Allows users to view management properties, roster, and key tasks of a specific project. This right also allows users view the project in a project scheduler, such as Microsoft Project.

**Type:** Instance

**Project - View Management - All**

Allows users to view management properties and processes on any project that has been enabled for management.

**Type:** Global

**Project - View Tasks**

Allows the user to view all tasks for a specific project. This access right is dependent on the resource having the *Project - View Base* access right.

**Type:** Instance

**Project - View Tasks - All**

Allows the user to view tasks and work breakdown structure for any project the user has been granted access.

**Type:** Global

**Projects - Navigate**

Lets the user navigate to the Projects list page and to the My Projects portlet.

**Type:** Global

## Resource Access Rights

The following access rights allow you to create, view, and edit resource properties.

**Administration - Resources**

Allows users to navigate to the administration pages for viewing and editing resources.

**Requires:** *Resource - Edit Administration* right to view individual resources.

**Type:** Global

**Resource - Approve Time**

Allows users to approve and reject timesheets for a specific resource. The right does not include the *Resource - Enter Time* right.

**Type:** Instance

**Resource - Create**

Allows users to create a resource or role, and edit properties. The right allows users to create labor and nonlabor resources.

**Requires:** *Resource - Navigate* right

**Type:** Global

**Resource - Edit**

Allows users to view and edit general information, contact information, financial information, skills, and the calendar for a resource.

**Requires:** *Resource - Navigate* right

**Type:** Instance

**Resource - Edit - All**

Allows users to view and edit general information, contact information, financial information, skills, and calendar for all resources.

**Requires:** *Resource - Navigate* right

**Type:** Global

**Resource - Edit Access Rights**

Allows users to grant or revoke access rights for a specific resource.

**Requires:** The *Resource - Edit Administration* right and either the *Resource - View* or the *Resource - View - All* right

**Type:** Instance

**Resource - Edit Administration**

Allows users to edit a specific resource from administration pages.

**Requires:** *Administration - Resources* right

**Type:** Instance

**Resource - Edit Calendar**

Allows users to edit their own calendar.

**Requires:** *Resource - Navigate* right

**Type:** Instance

**Resource - Edit Financial**

Allows users to view general and financial properties, and to edit only the financial properties of a resource.

**Requires:** *Resource - Navigate* right

**Type:** Instance

**Resource - Edit Financial - All**

Allows users to view general and financial properties, and to edit only the financial properties for all resources.

**Requires:** *Resource - Navigate* right

**Type:** Global

**Resource - Edit General**

Allows users to view and edit general information, contact information, skills, and the calendar of a resource.

**Requires:** *Resource - Navigate* right

**Type:** Instance

**Resource - Edit General - All**

Allows users to view and edit properties for a resource: general information, contact details, skills, and their calendar.

**Requires:** *Resource - Navigate* right

**Type:** Global

**Resource - Enter Time**

Allows users to complete and submit timesheets for a specific resource.

**Type:** Instance

**Resource - External Access**

Allows users access to the Resources, Resource Finder, and Resource Requisitions menus and property pages under Resource Management. Control user read/write access to data on these pages by setting the instance and global access rights for resources, projects, and requisitions.

**Type:** Global

**Resource - Hard Book**

Allows users to soft and hard book a specific resource for investments to which they have view or edit rights.

**Type:** Global

**Resource - Hard Book - All**

Allows users to soft and hard book all resources for investments to which they have view or edit rights.

**Type:** Global

**Resource - Navigate**

Allows users to access resource management pages.

**Type:** Global

**Resource - Soft Book**

Allows users to soft book a specific resource or role to an investment.

**Type:** Instance

**Resource - Soft Book - All**

Allows users to soft book any resource for investments to which they have view or edit rights.

**Type:** Global

**Resource - Update Skills**

Allows users to create, edit, and view the skills for a specific resource to which they have *Resource - View* access right. The privilege also allows users to view information about the resource.

**Requires:** *Resource - View* right

**Type:** Global

**Resource - Update Skills**

Allows users to create, edit, and view the skills of all resources. The privilege also allows users to view general information of resources.

**Requires:** *Resource - View* right

**Type:** Global

**Resource - View**

Allows users to view all of information for a specific resource, except for financial information.

**Type:** Instance

**Resource - View - All**

Allows users to view information, except the financial properties of all resources.

**Type:** Global

**Resource - View Access Rights**

Allows users to view access rights for a specific resource.

**Requires:** *Resource - View* right or *Resource - Edit Administration* right

**Type:** Instance

**Resource - View Book**

Allows users to view bookings for a specific resource.

**Type:** Instance

**Resource - View Book - All**

Allows users to view bookings for all resources.

**Type:** Global

**Resource - View Financial**

Allows users to view general and financial information for a specific resource.

**Required:** *Resource - Navigate* right

**Type:** Instance

**Resource - View Financial - All**

Allows users to view financial properties for all resources.

**Required:** *Resource - Navigate* right

**Type:** Global

## Scenario Access Rights

**Best Practice:** Capacity planning scenarios are designed for you to view a subset of all resources or investments. Limit resources or investments through a security OBS or through instance-level resource access rights. A more manageable amount of data displays for those resources and investments you manage. Additionally, avoid accessing capacity planning scenarios as a CA Clarity PPM administrator or as a user with global access rights to all resources.

The following access rights are available to work with capacity planning scenarios:

**Scenario - Edit**

Allows users to edit and delete a specific scenario.

**Includes:** *Scenario - View* and the ability to delete the Scenario

**Requires:** *Portfolio - Navigate*

**Type:** Global

**Scenario - Edit Access Rights**

Allows users to edit access rights for a specific scenario.

**Requires:** *Portfolio - Navigate* right, *Portfolio - View* right, or *Scenario - View* right

**Type:** Instance

**Scenario - Manager - Automatic**

When you create a scenario, access is automatically assigned. The access allows you to view, edit, and delete scenarios that you own. You can also view, edit, and delete access for that scenario.

**Type:** Global

**Scenario - Navigate**

Allows users to view the Scenario toolbar on capacity planning scenario-enabled pages and create new scenarios.

**Type:** Global

**Scenario - View**

Allows users to view a specific scenario.

**Requires:** Portfolio - Navigate right or *Portfolio - View* right.

**Type:** Instance



# Chapter 4: Financial Management

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This section contains the following topics:

[Department Access Rights](#) (see page 29)

[Financial Administration Access Rights](#) (see page 30)

[Financial Planning Access Rights](#) (see page 31)

[Financial Management Access Rights](#) (see page 33)

[Location Access Rights](#) (see page 33)

## Department Access Rights

You need the following access rights to work with departments.

### Department - Create

Allows users to create departments.

**Includes:** *Department - Navigate* right

**Type:** Global

### Department - Edit

Lets the user edit and delete specific departments.

**Includes:** *Department - View* access right

**Requires:** *Department - Navigate* right

**Type:** Instance

### Department - Edit - All

Allows users to edit and delete all departments.

**Includes:** *Department - View - All* right

**Type:** Global

### Department - Edit Access Rights

Allows users to edit the access rights for a specific department.

**Requires:** *Department - Navigate* right and *Department - View* right

**Type:** Instance

### Department - Edit Access Rights - All

Allows users to edit access rights for all departments.

**Requires:** *Department - Navigate* right and *Department - View* right

**Type:** Global

**Department - Navigate**

Lets the user navigate to department pages.

**Requires:** *Department - View - All* right

**Type:** Global

**Department - View**

Allows users to view specific departments.

**Requires:** *Department - Navigate* right

**Type:** Instance

**Department - View - All**

Allows users to view all departments.

**Includes:** *Department - Navigate* right

**Type:** Global

## Financial Administration Access Rights

Users must be granted the following access rights if they are responsible for setting up structures:

**Administration - Access**

Allows the user to access the Administration menu.

**Type:** Global

**Financial Maintenance - Financial Organizational Structure**

Allows users to define the financial organizational structure and fiscal time periods. You can create, edit, and view entities, locations, departments, resource classes, transaction classes, and investment classes. Users can also assign departments to locations.

**Required:** *Administration - Navigate*

**Type:** Global

## Financial Planning Access Rights

Users must have the following access rights for managing cost, benefit, and budget financial plans for any investment type.

**<Investment> - Benefit Plan - Edit**

Allows the user to edit the benefit plans for a specific instance of the selected investment type.

**Type:** Instance

**<Investment> Benefit Plan - Edit All**

Allows the user to edit all benefit plans for the specified investment type.

**Type:** Global

**<Investment> - Benefit Plan - View**

Allows the user to view the benefit plans for a specific instance of the selected investment type.

**Type:** Instance

**<Investment> Benefit Plan - View All**

Allows the user to view all benefit plans for the specified investment type.

**Type:** Global

**<Investment> - Budget Plan - Approve**

Allows the user to approve the budget plans for a specific instance of the selected investment type.

**Type:** Instance

**<Investment> Budget Plan - Approve All**

Allows the user to approve all budget plans for the specified investment type.

**Type:** Global

**<Investment> - Budget Plan - Edit**

Allows the user to edit the budget plans for a specific instance of the selected investment type.

**Type:** Instance

**<Investment> Budget Plan - Edit All**

Allows the user to edit all budget plans for the specified investment type.

**Type:** Global

**<Investment> - Budget Plan - View**

Allows a resource to view the budget plans for a specific instance of the selected investment type.

**Type:** Instance

**<Investment> Budget Plan - View All**

Allows the user to view all budget plans for the specified investment type.

**Type:** Global

**<Investment> - Cost Plan - Edit**

Allows the user to edit the cost plans for a specific instance of the selected investment type.

**Type:** Instance

**<Investment> Cost Plan - Edit All**

Allows the user to edit all cost plans for the specified investment type.

**Type:** Global

**<Investment> - Cost Plan - View**

Allows the user to view the cost plans for a specific instance of the selected investment type.

**Type:** Instance

**<Investment> Cost Plan - View All**

Allows the user to view all cost plans for the specified investment type.

**Type:** Global

**Cost Plan - XOG Access**

Allows the user to import and export cost plan instances using the XML Open Gateway interface.

**Type:** Global

**Budget Plan - XOG Access**

Allows the user to import and export budget plan instances using the XML Open Gateway interface.

**Type:** Global

**Benefit Plan - XOG Access**

Allows the user to import and export benefit plan instances using the XML Open Gateway interface.

**Type:** Global

## Financial Management Access Rights

This section lists the access rights required for doing the following tasks:

- Setting up financial data
- Processing and monitoring transactions
- Processing and monitoring the financial cost/rate matrix

### **Financial Maintenance - Financial Management**

Allows users to access financial management setup features in the Administration menu.

**Type:** Global

## Location Access Rights

You need the following access rights to work with locations.

### **Location - Create**

Allows users to create locations.

**Type:** Global

### **Location - Edit**

Allows users to edit specific locations.

**Type:** Instance

### **Location - Edit - All**

Allows users to edit all locations.

**Type:** Global

### **Location - Navigate**

Allows users to navigate to location pages.

**Type:** Global

### **Location - View**

Allows users to view specific locations.

**Type:** Instance

### **Location - View- All**

Allows users to view all locations.

**Type:** Global



# Chapter 5: Administration

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This section contains the following topics:

[Administration Access Rights](#) (see page 35)

[License Information Access Rights](#) (see page 36)

[Jobs Access Rights](#) (see page 37)

[Page Access Rights](#) (see page 38)

[Portlet Access Rights](#) (see page 39)

[Reports Access Rights](#) (see page 40)

## Administration Access Rights

The following access rights are available to manage administrative tasks:

### **Administration - Access**

Allows the user to access the Administration menu.

**Type:** Global

### **Administration - Application Setup**

Allows users to edit CA Clarity PPM system options and settings, including Organization and Access menu, Timesheet Options, Data Administration menu, and General Settings menu.

**Includes:** Administration - Access to access the Administration menu.

**Type:** Global

### **Administration - Authorization**

Allows users to manage resources and groups.

**Includes:** *Administration - Access*

**Type:** Global

### **Administration - Partition Models**

Allows users to manage partition models.

**Requires:** *Administration - Access*

**Type:** Global

**Administration - Resources**

Allows users to navigate to the administration pages for viewing and editing resources.

**Requires:** *Resource - Edit Administration* right to view individual resources.

**Type:** Global

**Administration - Studio**

Allows a user to navigate to Studio menus. Without this right, a user does not see the CA Clarity Studio menu in the Administration menu. This right is dependent on having a license to Studio.

**Type:** Global

**Administration - XOG**

Allows users to import and export information through the XML Open Gateway interface.

**Type:** Global

## License Information Access Rights

To view license information, you must either be associated with the License Information Access group or be assigned each of the access rights. This access group allows users to view and navigate license information pages and portlets and includes the following access rights:

**Page - View**

Allows users to view a general page in CA Clarity PPM. For instance pages (such as portfolio pages), this right is not required.

**Type:** Instance

**Portlet - View**

Allows users to view a specific portlet.

**Type:** Instance

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## Jobs Access Rights

The following access rights are available for managing jobs:

### **Jobs - Access**

Allows users access to jobs pages. Additional rights such as the Jobs - Run - All right or instance level rights such as the Job - Run right, Job - View Output right, or Job - Edit Properties right are required.

**Type:** Global

### **Job - Edit Properties**

Allows users to view and edit the job properties for specific jobs. This right also lets users reschedule jobs and view output.

**Type:** Global

### **Job - Run**

Allows users to access and run jobs, edit job properties, and view job output.

**Requires:** Jobs - Access right

**Type:** Global

### **Jobs - Run - All**

Allows users to run any job. This right also allows users to schedule of any job, edit of job properties for any job and view the output of any job.

### **Jobs - View Output**

Allows users to view the output of the jobs to which they have access.

**Requires:** Jobs - Access right

**Type:** Global

### **Jobs - View Output - All**

Allows users to view the output of any job.

**Requires:** Jobs - Access right

### **Reports and Jobs - Administrator**

Allows you to view reports and manage job definitions and report and job categories.

**Type:** Global

### **Reports and Jobs - Administrator Access**

Allows users to view report and job definitions. With this right, users can also view reports and jobs categories.

**Type:** Global

**Reports and Jobs - Create Definition**

Allows users to create, edit, and view report or job definitions.

**Requires:** Report and Jobs - Administrator Access right

**Type:** Global

**Reports and Jobs - Edit Definition**

Allows users to view and change reports and job definitions.

**Requires:** Reports and Jobs - Administrator right

**Type:** Instance

**Reports and Jobs - Edit Definition - All**

Allows users to edit any report or job definition.

**Requires:** Report and Jobs - Administrator Access right

**Type:** Global

## Page Access Rights

The following access rights are available for pages:

**Page - View**

Allows users to view a general page in CA Clarity PPM. For instance pages (such as portfolio pages), this right is not required.

**Type:** Instance

**Page Definition Editor**

Allows users to edit, view, and delete the definition of a specific page.

**Required:** *Administration - Studio* access right to access the CA Clarity Studio menu.

**Type:** Instance

**Page Definition Editor - All**

Allows users to edit, view, and delete the definition of all pages.

**Required:** *Administration - Studio* access right to access the CA Clarity Studio menu.

**Type:** Global

**Page Definition Viewer**

Allows the user to view the definition of a specific page.

**Required:** *Administration - Studio* access right to access the CA Clarity Studio menu.

**Type:** Instance

**Page Definition Viewer - All**

Allows the user to view the definition of all pages.

**Required:** *Administration - Studio* access right to access the CA Clarity Studio menu.

**Type:** Global

**Page Viewer - All**

Lets the user view any configured portlet page. Before the users can view them, link the portlet pages to a menu. The user requires the rights to navigate the menu. For example, if a page links to the Administration menu, the users require the *Administration - Access* right.

**Type:** Global

## Portlet Access Rights

The following access rights are available for portlets:

**Portlet Definition Editor**

Allows the user to edit and view the definition of a specific portlet.

**Requires:** *Administration - Studio* to access the Studio menu.

**Type:** Instance

**Portlet Definition Editor - All**

Allows a user to edit and view the definitions of all portlets available from Studio.

**Requires:** *Administration - Studio* to access the Studio menu.

**Type:** Global

**Portlet - View**

Allows users to view a specific portlet.

**Type:** Instance

**Portlet Viewer - All**

Lets you view and add stock portlets to portlet pages. The right helps add a stock portlet to a personal dashboard.

**Type:** Global

## Reports Access Rights

The following access rights are available for users who run and review reports:

### **Reports - Access**

Allows users to access reports pages. Additional report rights are also required to view, edit, or run reports.

**Type:** Global

### **Reports - Run - All**

Allows you to run any report. This right also allows users to schedule, edit properties, and view the output of any report. The access is dependent on being granted Reports - Access right.

**Type:** Global

### **Report - Run**

Allows users to run specific reports, edit properties and review output.

**Requires:** Reports - Access right

**Type:** Instance

### **Reports - View Output - All**

Allows users to view the output of any report.

**Requires:** Reports - Access right

**Type:** Global