CA Clarity™ PPM

Access Rights Reference Guide
Release 13.2.00

Contact CA Technologies

Contact CA Support

For your convenience, CA Technologies provides one site where you can access the information that you need for your Home Office, Small Business, and Enterprise CA Technologies products. At http://ca.com/support, you can access the following resources:

- Online and telephone contact information for technical assistance and customer services

- Information about user communities and forums

- Product and documentation downloads

- CA Support policies and guidelines

- Other helpful resources appropriate for your product

Providing Feedback About Product Documentation

If you have comments or questions about CA Technologies product documentation, you can send a message to techpubs@ca.com.

To provide feedback about CA Technologies product documentation, complete our short customer survey which is available on the CA Support website at http://ca.com/docs.

Contents

Chapter 1: Introduction

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

This section contains the following topics:

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

Dashboard Access Rights

The following access rights are available for dashboards:

Dashboard - Create

Allows users to create new dashboards from CA Clarity PPM.

Type: Global

Dashboard - Navigate

Allows users to navigate to any dashboard page in CA Clarity PPM.

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

This section contains the following topics:

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

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

Portfolio Access Rights

The following access rights are required to work with portfolios:

Portfolio - Create

Allows a user to create Portfolios.

Includes: *Portfolio - Navigate* right to navigate to the portfolio pages.

Type: Instance

Portfolio - Navigate

Allows user to access the portfolio pages.

Type: Instance

Portfolio - Edit All

Allows a user to edit all Portfolios.

Type: Global

Portfolio - Edit Access Rights - All

Allows user to edit the access rights for all portfolios. This access right does not include the *Portfolio - Navigate* or *Portfolio - View* rights.

Type: Global

Portfolio - View Access Rights - All

Allows user to view the access rights for all portfolios. This access right does not include the *Portfolio - Navigate* or *Portfolio - View* rights.

Type: Global

Portfolio - View All

Allows user to view all portfolios.

Type: Global

Portfolio - XOG Access

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

Type: Instance

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 R*esource - 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

This section contains the following topics:

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: Admininstration

This section contains the following topics:

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

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 and the My Reports portlet. This access right is dependent on one of the following access rights being granted to a user:

■ The *Reports - Run - All* access right

■ Instance level access rights such as *Report - Run*, *Report - View Output*, or *Report - Edit Properties*

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