

Restricting access to practice categories

Moderator has the ability to restrict access to certain categories of practices. Access is restricted through categories. When selecting employees or departments to whom a given category of practices is available, the corresponding employees will see these practices, while others will not be able to see them.

Accessibility can be edited using the lock symbol next to the category name.



- accessibility for a certain circle of people has been activated



- category is available for everyone

To restrict access select employees or departments using the plus sign to whom ideas from the desired category will be available.

| Name | Author | Category | Rating | Status |
|----------------|--|----------|--------|--------|
| My practice 31 | user A , Novus-HCM 11.09.2024 21:56 | | ♥ □ | 🔄 |
| My practice 2 | user A , Novus-HCM 11.09.2024 14:49 | | ♥ □ | 🚫 |

You can exclude participants outside the dialog box in the "Availability" section by clicking on the cross after the employee's full name.

"Accessibility" can only be created for categories. If a subcategory is created for a category for which access restrictions are implemented then access restrictions apply to it.

Revision #2

Created 12 September 2024 06:12:24 by Maria

Updated 12 September 2024 09:13:59 by Maria