SciNote

SN version 1.37.0

ACTIONS	Organization admin	TEAM ROLES DEFINITIONS			PROJECT/EXPERIMENT/TASK & PROTOCOLS ROLES DEFINITIONS			
		Owner	User	Viewer	Owner	User	Technician	Viewer
ORGANIZATION								
view organization members	x							
invite new users to organization	x							
create new team	x							
lock members	x							
promote others to Organization admin	x							
change password policy	x							
access system logs	x							
add themselves to any team as Owner	x							
revoke any E-signature and delete signature requests	x							
setup SSO	x							
manage integrations	x							
manage company logo	x							
allow comments on locked tasks	x							
view/export audit trail		x						
change team member's permissions		x						
remove members from the team		x						
invite organization members to the team		x						
create, edit, delete project folder		x						
change team name		x						
manage task sharing		x						
PROJECTS								
view projects (project member)					x	x	x	x
view projects (set to project members only, not a member)		x						x
view folders					x	x	x	x
view project activities					x	x	x	x
view project members					x	x	x	x
view project comments					x	x	x	x
view archived projects		x			x	x	x	x

Action								
manage project members and their roles		x			x			
create project		x	x					
edit project					x			
archive project					x			
move a project to/from a folder		x						
restore archived project					x			
add comment to project					x	x	x	
edit and delete own project comments					x	x	x	
edit and delete any users' project comments					x			
export project					x	x	x	x
create experiment					x	x		

EXPERIMENTS

Project roles are inherited to experiment unless otherwise changed.

Action								
view experiment					x	x	x	x
view experiment members					x	x	x	x
view archive experiment					x	x	x	x
duplicate experiment					x	x	x	x
edit experiment					x	x		
archive experiment					x	x		
restore archived experiment					x	x		
move experiment					x	x		
manage experiment members and their roles					x			
create task					x	x		
edit task name					x	x		
duplicate task/workflow					x	x		
move task/workflow between experiments					x	x		
archive task/workflow					x	x		
restore archived task					x	x		
edit canvas - task position/connections					x	x		
view canvas					x	x	x	x
view experiment activities					x	x	x	x

TASKS

Experiment roles are inherited to the task unless otherwise changed.

Permission					1	2	3	4
view task					x	x	x	x
view protocol and protocol steps on task					x	x	x	x
view task info					x	x	x	x
view task activities					x	x	x	x
view task comments					x	x	x	x
view task members					x	x	x	x
view assigned users on tasks					x	x	x	x
view archived task					x	x	x	x
view and download results					x	x	x	x
view and download step attachments					x	x	x	x
view and export assigned items (live & snapshots)					x	x	x	x
view comments on protocol steps on tasks					x	x	x	x
delete/edit comment of any member on tasks					x			
delete/edit own comment on tasks					x	x	x	
export protocol					x	x	x	x
edit task name, notes, dates					x	x		
edit office file on protocol step					x	x		
share task (enable/disable link sharing, update shared message)					x	x		
copy shared task link					x	x	x	x
update task status					x	x	x	
manage task members and their roles					x			
assign users to task					x			
unassign users to task					x			
create, edit and delete tags					x	x		
add/remove task tags					x	x		
create result					x	x		
edit result					x	x		
archive and restore results					x	x		
delete result (from archive)					x			
comment on result					x	x	x	
delete/edit comment of any member on results					x			
delete/edit own comment on results					x	x	x	
load/save/link/un-link protocol to task					x	x		

	1	2	3	4	5	6	7	8
edit protocol description					x	x		
revert protocol to template version					x	x		
complete/un-complete protocol steps					x	x	x	
check/un-check step checkbox					x	x	x	
comment on protocol step					x	x	x	
delete/edit comment of any member on protocol steps on tasks					x			
delete/edit own comment on protocol steps on tasks					x	x	x	
add/edit/delete protocol steps					x	x		
reorder steps					x	x		
assign/un-assign inventory items to task					x	x	x	
create and manage inventory snapshots					x	x	x	
update task stock consumption					x	x	x	

ELECTRONIC SIGNATURES

	1	2	3	4	5	6	7	8
view electronic signatures on task					x	x	x	x
sign/reject/revoke own signature					x	x	x	
co-sign					x	x	x	
request signature					x	x	x	
delete signature request					x	x	x	
remind users for e-signature					x	x	x	
revoke all signatures	x	x						

REPORTS

	1	2	3	4	5	6	7	8
view reports (project member)		x	x	x				
view reports (not a project member)		x						
create new report		x	x					
edit existing report		x	x					
update report		x	x					
delete report		x	x					

INVENTORY

	1	2	3	4	5	6	7	8
create inventory		x						
share an inventory		x						
archive inventory		x						
delete/restore inventory (from archive)		x						
view archived inventory		x	x	x				

create inventory items		x	x					
create/manage custom columns		x	x					
import inventory items		x	x					
view inventory items		x	x	x				
edit inventory items		x	x					
arhive inventory items		x	x					
delete/restore inventory items (from archive)		x	x					
view archived inventory item		x	x	x				
print inventory label		x	x	x				
manage inventory filters		x	x					

LOCATIONS

create/duplicate locations		x	x					
manage locations (edit, share own, move, delete)		x	x					
view locations		x	x	x				
create/duplicate box		x	x					
manage box (edit, share own, move, delete, assign item, unassign item, move item, import)		x	x					
view box		x	x	x				

PROTOCOL TEMPLATES

create new protocol template		x	x					
import protocols		x	x					
save protocol from task to protocol templates		x	x					
duplicate protocol		x	x					
view protocol templates (without access set)		x						
view/export/print protocol templates (with access only)					x	x		x
view/export archived protocol templates					x	x		x
create a draft in existing (published) protocol					x	x		
edit and delete protocol draft					x	x		
edit revision notes on protocol draft					x	x		
manage protocol users/roles		x			x			
publish protocol draft					x			
archive/restore protocol					x			

LABEL TEMPLATES

			x	x	x				
view label templates			x	x	x				
edit/delete/duplicate label templates			x	x					
create new label template			x	x					