User management and access controll

User management - How can I restrict users to only have access to SDS for certain locations?

Yes. You choose which locations each user can see, and which role they have on each location.

1. Click **More** → **User management**.
2. Click ⋮ on the user and choose **Edit location access**.
3. Under **Access setting**, choose **Customize access** instead of **Access to all SDSs** (only the owner can change this).
4. In the location tree, choose **No Access** on the locations the user should not see, and a role such as **Staff** or **Admin** on the others. Click **Save**.

The locations under a location get the same role. In the picture, Laboratory, Warehouse and Workshop get **Staff** from Main Plant.

A user with **No Access** on a location cannot see it or its SDSs. Read more about the roles: Can I assign different roles for people in a location?

QR code posters work the same way: click **QR Access** (**Employee Access**) in the left menu, click ⋮ on the QR code and choose **Edit location access**.

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