User Permissions for Scorecards

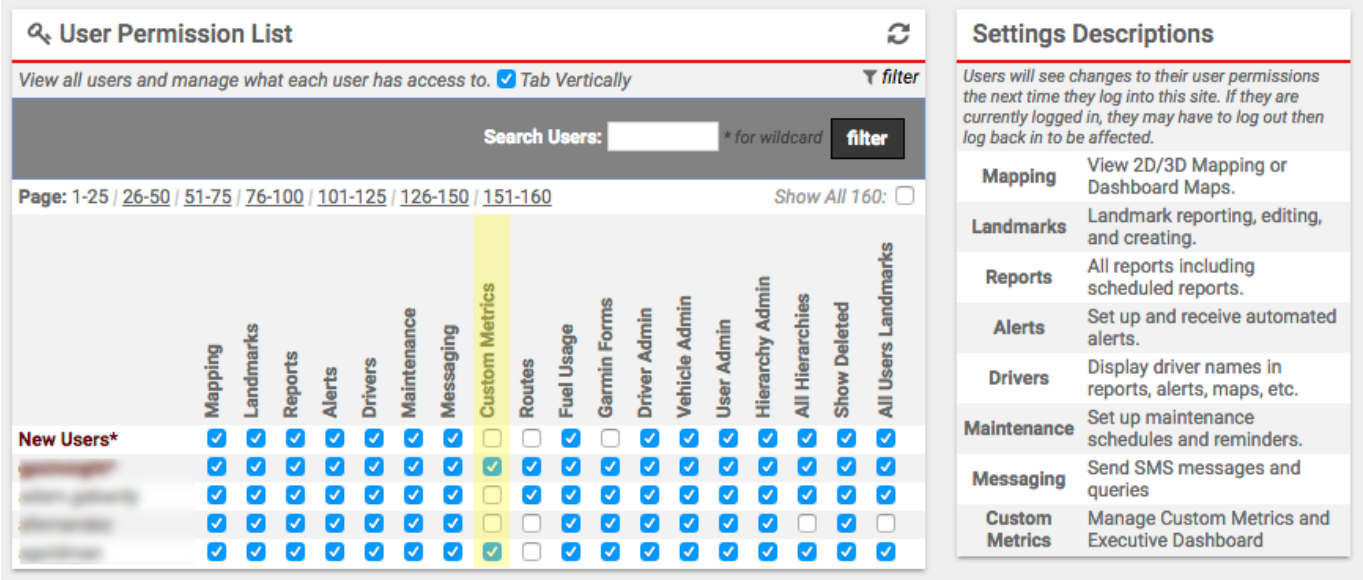
Link: https://help.nuvo.solutions/docs/about-metrics/user-permissions-for-scorecards/ Last Updated: July 19th, 2017

In order to view, create or edit Custom Metrics and Scorecard Reports, a user must have the following access privileges:

- **Custom Metrics** enabled in the User Permission List.
- User Permissions for Metrics enabled in Menu-Access for individual users.

User Permission List | Custom Metrics

1. From the portal main menu, click **Account** and then click **Manage Users**.
2. In the Additional Options menu, select **Permissions for individual users** (opens in a new browser Tab).
3. Click the checkbox to enable **Custom Metrics** for a user.



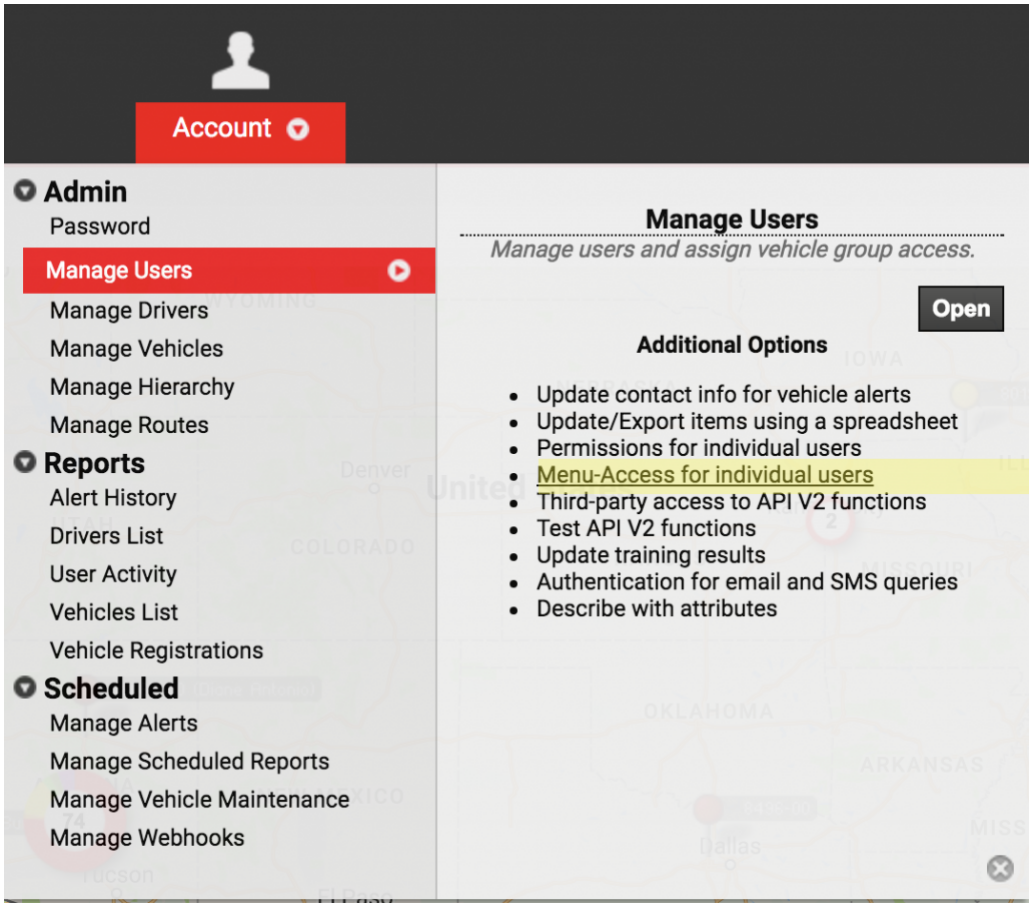
Note. To view the Utilization Rollup, a user must also have **Hierarchy Admin** enabled in the User Permissions List.

Manage Users | Menu-Access for individual users

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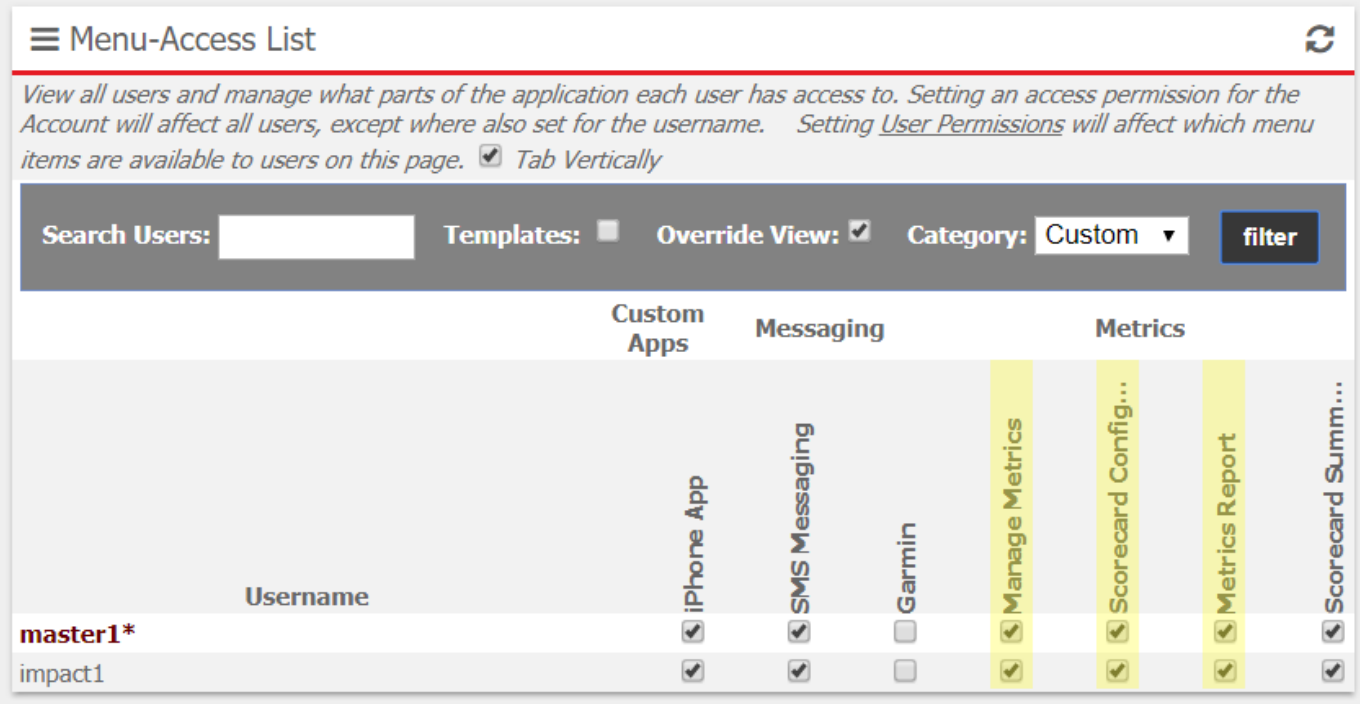
User Permissions for Scorecards

Link: https://help.nuvo.solutions/docs/about-metrics/user-permissions-for-scorecards/ Last Updated: July 19th, 2017



1. In the portal, click **Account**, then click **Manage Users**.
2. In **Additional Options** menu, select **Menu-Access for individual users** (opens in a new browser Tab).

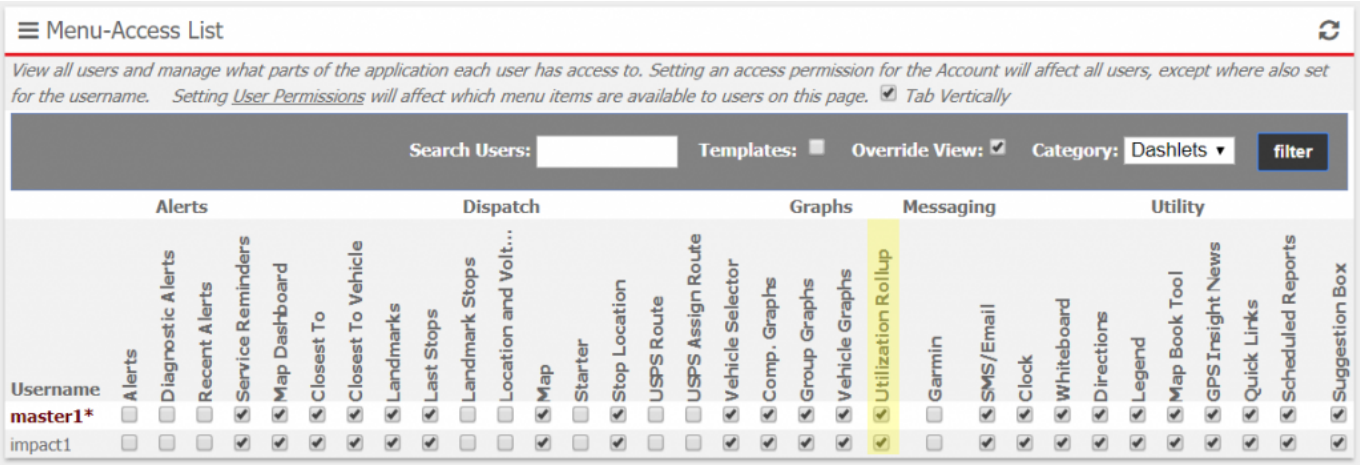
Menu-Access List | User Permissions | Category: Custom



1. In the top menu bar, select Category: **Custom** and click the **filter** button.
2. Scorecards involve up to 3 of the available User Permissions for Metrics:

- **Manage Metrics** = the user can *create*, *edit* and *delete* custom metrics.
- **Scorecard Configuration** = the user can *configure* scorecards.
- **Metrics Report** = the user can *view* and *run* custom metrics reports. End users need this checkbox enabled if they will be viewing reports ONLY.

Menu-Access List | User Permissions | Category: Dashlets



1. In the top menu bar, select Category: **Dashlets** and click the **filter** button.
2. Click the checkbox to enable **Utilization Rollup** for a user.

Note. Metrics are shared by all users who have access to them. Please consider that users can edit/delete/view each other's metrics and any changes are global. In order to run a traditional Metric Report, a user must have the **Metrics Scorecard** option enabled in the Menu Access List , Category: **Report**.

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