Documentation Guide

Access Types Permissions

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These tables detail the permissions associated with folders and collections access types.

1   Folders Access Types

Full control	**Upload**
Archive items	Upload digital items
Empty trash	View folders
Put items back from the trash	
Restore items	**Download**
Trash items	Download digital items
Download digital items	Print digital items
Edit digital items	Select digital items
Print digital items	Share digital items
Select digital items	View digital items
Share digital items	View an item's comments
Upload digital items	View folders
View digital items	View page items
Batch edit items	Use sort fields
Edit an item's asset	Browse items
Edit an item's comments	Use field search
Edit an item's geolocation	Use geolocation search
Edit an item's hotspots	Use index search
Edit an item's relationships	Use more like this search
Edit an item's subjects	Use quick search
View an item's comments	Use search history
Edit folder items	Use subject search
Select folder items	Feedback items
Add folders	View an item's geolocation
Control access to folders	View an item's hotspots
Move to folder	View an item's relationships
Select poster for folder	View an item's subjects
Share folders	
View folders	
View page items	
Use sort fields	
Browse items	
Use field search	
Use geolocation search	
Use index search	
Use more like this search	
Use quick search	
Use search history	
Use subject search	
Feedback items	
View an item's geolocation	
View an item's hotspots	
View an item's relationships	
View an item's subjects	

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Folder access types continued…

Edit	View
Download digital items	Print digital items
Edit digital items	Select digital items
Print digital items	Share digital items
Select digital items	View digital items
Share digital items	View an item's comments
Upload digital items	View folders
View digital items	View page items
Batch edit items	Use sort fields
Edit an item's asset	Browse items
Edit an item's comments	Use field search
Edit an item's geolocation	Use geolocation search
Edit an item's hotspots	Use index search
Edit an item's relationships	Use more like this search
Edit an item's subjects	Use quick search
View an item's comments	Use search history
View folders	Use subject search
View page items	Feedback items
Use sort fields	View an item's geolocation
Browse items	View an item's hotspots
Use field search	View an item's relationships
Use geolocation search	View an item's subjects
Use index search	
Use more like this search	**Public**
Use quick search	Share digital items
Use search history	View digital items
Use subject search	View an item's comments
Feedback items	View folders
View an item's geolocation	View page items
View an item's hotspots	Use sort fields
View an item's relationships	Browse items
View an item's subjects	Use field search
	Use geolocation search
None	Use index search
No access	Use more like this search
	Use quick search
	Use search history
	Use subject search
	Feedback items
	View an item's geolocation
	View an item's hotspots
	View an item's relationships
	View an item's subjects

/ Collections access types start on the next page.

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2   Collections Access Types

Full control	Edit
Edit collection items	Share collections
Select collection items	View collections
Add collections	Download digital items
Can link items to a collection	Edit digital items
Can unlink items from a collection	Print digital items
Control access to collections	Select digital items
Move to collection	Share digital items
Select poster for collection	Upload digital items
Share collections	View digital items
View collections	Batch edit items
Download digital items	Edit an item's asset
Edit digital items	Edit an item's comments
Print digital items	Edit an item's geolocation
Select digital items	Edit an item's hotspots
Share digital items	Edit an item's relationships
Upload digital items	Edit an item's subjects
View digital items	View an item's comments
Batch edit items	View page items
Edit an item's asset	Use sort fields
Edit an item's comments	Browse items
Edit an item's geolocation	Use field search
Edit an item's hotspots	Use geolocation search
Edit an item's relationships	Use index search
Edit an item's subjects	Use more like this search
View an item's comments	Use quick search
View page items	Use search history
Use sort fields	Use subject search
Browse items	Feedback items
Use field search	View an item's geolocation
Use geolocation search	View an item's hotspots
Use index search	View an item's relationships
Use more like this search	View an item's subjects
Use quick search	
Use search history	**Upload**
Use subject search	Share collections
Feedback items	View collections
View an item's geolocation	Download digital items
View an item's hotspots	Print digital items
View an item's relationships	Select digital items
View an item's subjects	Share digital items
	View digital items
	View an item's comments
	View page items
	Use sort fields
	Browse items
	Use field search
	Use geolocation search
	Use index search
	Use more like this search
	Use quick search
	Use search history
	Use subject search
	Feedback items
	View an item's geolocation
	View an item's hotspots
	View an item's relationships
	View an item's subjects

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Collections access types continued...

View Share collections View collections Print digital items Select digital items Share digital items View digital items View an item's comments View page items Use sort fields Browse items Use field search Use geolocation search Use index search Use more like this search Use quick search Use search history Use subject search Feedback items View an item's geolocation View an item's hotspots View an item's relationships View an item's subjects **Manage** Edit collection items Select collection items Add collections Can link items to a collection Can unlink items from a collection Control access to collections Move to collection Select poster for collection Share collections View collections Empty trash Put items back from the trash Trash items Select digital items Use sort fields **Shared** Select collection items Add collections View collections Empty trash Select digital items Use sort fields	**Public** View collections Share digital items View digital items View an item's comments View page items Use sort fields Browse items Use field search Use geolocation search Use index search Use more like this search Use quick search Use search history Use subject search Feedback items View an item's geolocation View an item's hotspots View an item's relationships View an item's subjects **Create** Select collection items Add collections View collections Empty trash Select digital items Use sort fields **None** No access

END