

1. Log into the AMSEC Cloud website
2. Click on Cloud Management

The screenshot shows the AMSEC Cloud dashboard. On the left sidebar, the 'Cloud Management' option is highlighted with a red circle. The main dashboard area displays three summary cards: 'Total Groups' with a value of 9, 'Total Safes' with a value of 21, and 'Safe Monitoring'. Below these is a 'Recent Activities' section with a list of events:

Activity	Timestamp
Modified Cloud Users	06/26/2019 04:27:44
Added entry to Cloud Users	06/26/2019 04:25:43
Modified Cash Management Settings	06/18/2019 08:04:15

3. Click on cloud roles.

The screenshot shows the AMSEC Cloud dashboard with the 'Cloud Roles' option highlighted in the sidebar. The main dashboard area is identical to the previous screenshot, showing 'Total Groups' (9), 'Total Safes' (21), and 'Safe Monitoring', along with the 'Recent Activities' list.

4. Key in a role name, Select a UAL. (UAL stands for user authority level and puts profiles in a hierarchy. The higher the number the higher in the hierarchy. For example, a UAL of zero would not be able to manage other users.) Select Add.

The screenshot shows the 'Cloud Roles' configuration page. At the top, there are tabs for 'Cloud Roles' and 'Cloud Users'. Below is a search bar for 'Role Name' with 'Search' and 'Reset' buttons. A table lists existing roles with their UAL values and actions:

Role Name	UAL	Actions
Reports Only	0	View Privilege, Edit, Delete
SWII Admin User	0	View Privilege, Edit, Delete
View	2	View Privilege, Edit, Delete
Assistant Manager	5	View Privilege, Edit, Delete
Store Manager	6	View Privilege, Edit, Delete

Below the table is the 'Add New Role' form. The 'Role Name' field and the 'UAL' dropdown menu are highlighted with red circles. The 'Add' button at the bottom right is also highlighted with a red circle.

5. Check the permissions that should be given to the role and save the changes.

Cloud Roles Cloud Users

Cloud Roles / Cloud Role Privileges

Role Name: Assistant Manager Role Level: 5

Cloud Role Privileges

Save Changes Cancel

Company Privileges		Cloud Privileges		Safe User Privileges		Reports Privileges	
Privilege Name	Actions	Privilege Name	Actions	Privilege Name	Actions	Privilege Name	Actions
Delete Group Hierarchy	<input type="checkbox"/>	Delete Cloud Role	<input type="checkbox"/>	Add Subordinate Users	<input checked="" type="checkbox"/>	Edit Report Configuration	<input checked="" type="checkbox"/>
Edit Dashboard	<input checked="" type="checkbox"/>	Delete Cloud User	<input type="checkbox"/>	Add User With Same UAL	<input type="checkbox"/>	View End of Day Detailed Report	<input checked="" type="checkbox"/>
Edit Group	<input type="checkbox"/>	Delete Contacts	<input type="checkbox"/>	Authorize Time Delay Bypass	<input checked="" type="checkbox"/>	View Adjustment Report	<input checked="" type="checkbox"/>
Edit Group Hierarchy	<input type="checkbox"/>	Delete Department	<input type="checkbox"/>	Authorize Time Lock Bypass	<input checked="" type="checkbox"/>	View Audit Report	<input checked="" type="checkbox"/>
Edit State	<input type="checkbox"/>	Delete Holiday	<input type="checkbox"/>	Change Own PIN	<input checked="" type="checkbox"/>	View Cassette Percentage Report	<input checked="" type="checkbox"/>
View Company	<input checked="" type="checkbox"/>	Delete Safe Profiles	<input type="checkbox"/>	Change UAL	<input type="checkbox"/>	View Cloud Audit Report	<input checked="" type="checkbox"/>
View Dashboard	<input checked="" type="checkbox"/>	Delete Safe Users	<input checked="" type="checkbox"/>	Configure Business Settings	<input type="checkbox"/>	View Configuration Report	<input checked="" type="checkbox"/>
View Group	<input checked="" type="checkbox"/>	Delete Shift	<input type="checkbox"/>	Create Change Orders	<input checked="" type="checkbox"/>	View Courier Pick-up Report	<input checked="" type="checkbox"/>
View Group Hierarchy	<input checked="" type="checkbox"/>	Edit Access Settings	<input type="checkbox"/>	Create Transfers	<input checked="" type="checkbox"/>	View Currency Exchange Report	<input checked="" type="checkbox"/>
View Locations	<input checked="" type="checkbox"/>	Edit Bill Reader Settings	<input type="checkbox"/>	Delete Subordinate Users	<input checked="" type="checkbox"/>	View Department Report	<input checked="" type="checkbox"/>
View State	<input checked="" type="checkbox"/>	Edit Business Day Settings	<input type="checkbox"/>	Enable/Disable Users	<input checked="" type="checkbox"/>	View Dispensing Report	<input checked="" type="checkbox"/>
		Edit Change Order Allocation Settings	<input type="checkbox"/>	End Day Manually	<input checked="" type="checkbox"/>	View End of Day Courier Pickup Split Report	<input checked="" type="checkbox"/>
		Edit Cloud Role	<input type="checkbox"/>	End Shift Manually	<input checked="" type="checkbox"/>	View End of Day Report	<input checked="" type="checkbox"/>
		Edit Cloud User	<input type="checkbox"/>	Make Adjustments	<input type="checkbox"/>	View Enrolled Users Report	<input checked="" type="checkbox"/>
		Edit CLS Settings	<input type="checkbox"/>	Make Manual Drops	<input checked="" type="checkbox"/>	View Inventory Report	<input checked="" type="checkbox"/>
		Edit Component Management	<input type="checkbox"/>	Modify Subordinate Users	<input type="checkbox"/>	View Last Transmission Report	<input checked="" type="checkbox"/>
		Edit Contacts	<input type="checkbox"/>	Open Safe Doors	<input checked="" type="checkbox"/>	View Missing EOD Transmission Report	<input checked="" type="checkbox"/>
		Edit Departments	<input type="checkbox"/>	Purge Exempt	<input checked="" type="checkbox"/>	View Posting Courier Pickup Split Report	<input checked="" type="checkbox"/>