

Asgard Permissions

Features and functionality within Asgard are permission based. Users have access to or are restricted from various areas of the application based on their permissions. Individual user permissions will be specific to the role and responsibilities of the user. Individual permissions may vary between users with the same role.

This document is intended to provide a quick reference to permission definitions, roles that typically need the permission, and any cautions to consider before granting the permission.

Note: You must have Grant Privileges permission to add/disable users, or edit user permissions. If you do not have this permission and think you should, please contact support@katanasoft.com

Permission	Definition	Roles	Cautions
Edit Work Orders	Ability to Edit an existing work order. Required for any other work order permissions. Also required for AsgardMobile.	Front Desk, PBX/AYS, Technicians, Dispatchers, Supervisors, Managers, Resort Coordinators, GM.	None
Assignee	Can be Assigned work orders.	Anyone who will be assigned work orders. Vendors and Contractors can be created as Assignees.	None
Create	The ability to Create work orders, including Standard, PM, Inspections.	Front Desk, PBX/AYS, Technicians, Dispatchers, Supervisors, Managers, Resort Coordinators, GM	None
Project W/O	Specific to Project Work Orders. Options are: View - ability to View work orders only; Create - ability to Create and Edit Project work orders.	Technicians, Dispatchers, Supervisors, Managers, Resort Coordinators	None
Assign	The ability to Assign work orders. Must be checked for access to the Dispatcher App on AsgardMobile.	Front Desk, PBX/AYS, Technicians, Dispatchers, Supervisors, Managers, Resort Coordinators, GM	Assign permission allows users to re-assign any work orders, including ones assigned to themselves
Mark Cancelled	Ability to Cancel work orders.	Front Desk, PBX/AYS, Dispatchers, Supervisors, Managers, Resort Coordinators, GM	Limit the number of people who can cancel work orders to manage accountability

Mark Complete	Ability to Complete and Suspend work orders.	Anyone who needs to Complete or Suspend a work order	None
Edit Locked Fields	This permission grants users the ability to Edit Locked Fields on completed work orders.	As required.	This permission poses a high security risk and is only granted through Katana Software upon request and approval
Edit Locked Tasks	This permission grants users the ability to Edit Tasks that have already been completed.	As required	This permission poses a high security risk and is only granted through Katana Software upon request and approval
Create Custom Billed Actions	Gives user the ability to create a new Billable Action as needed.	High level permission only for individuals working with billings.	This permission is high security risk and only granted through Katana Software upon request and approval.
Edit PM Schedule	This permission allows users to create/edit scheduled PMs and Inspections.	General Manager, Resort Coordinators.	This permission is high security risk and only granted through Katana Software upon request and approval.
Edit Templates	This permission enables users to create/edit site specific PM and Inspection Templates, and add Flex tasks to Master Templates.	Executive Housekeeper, Chief Engineer, Resort Coordinators, GM.	This permission is high security risk and only granted through Katana Software upon request and approval.
Model Task Editing	Allows users to create/edit model tasks.	As required	This permission is high security risk and only granted through Katana Software upon request and approval.
Facility Documents	Allows access to Facilities Documents. Options are: View – View Only. Edit – enter/edit documents.	Chief Engineer, GM.	This permission is typically granted through Katana Software.
Edit Configurations	This permission enables users to edit the configurations that determine application behavior. Ability to view/edit Location Tree.	Organizational Admins only	This permission is high security risk and only granted through Katana Software upon request and approval.
Device Configuration	This permission enables users to add mobile devices to the main application.	Front Desk, Supervisors, Managers, Resort Coordinators, GM	This permission allows users to add and delete Mobile Devices within the main application.
Edit Shifts	Ability to place a user on shift, select the type of work orders they can be assigned, and select/assign a mobile device.	Front Desk, Supervisors, Managers, Resort Coordinators, GM.	This permission has potential for abuse and should not be granted to the general user population.
Edit Site Statistics	This permission allows users to edit the Site Statistics tools for the Welcome Page.	Front Desk, Resort Coordinators, GM.	Site Statistics can be turned on/off based on organizational preference.

	Site Statistics are an optional feature and include occupancy, today's house count, VIP guests and satisfaction scores. These tools may not be available at all sites.		
Edit News	Enables users to edit the News tool on the Welcome Page.	Front Desk, Supervisors, Managers, Activities, Resort Coordinators, GM.	Use discretion.
Edit Events	Events are used to group work orders together under a single event, such as a hurricane, tornado, rock concert, etc.	GM, Resort Coordinator.	Events are not enabled at all sites. If you are interested in using Events, please contact support@katanasoft.com .
Grant Privileges	The ability to create and edit users/permissions.	Executive Housekeeper, Resort Coordinators, GM	Can only create/disable users with permissions less than their own.
Labor Category	Labor Categories are used to bill for the labor on a work order. They only apply if your site is using billable actions.	High level permission only for individuals working with billings.	This permission is only added by Katana Staff upon request and approval.

