Security Section — Overview

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Overview

The Security Section centralizes the administration of Roles, Teams, and Users. It provides the records used to organize people and security responsibilities across the application.

Sales representatives, project managers, purchasing officers, warehouse managers, finance accountants, and accounts receivable/payments officers may use this area when their user, team, or role record requires maintenance. Administrators can use it to keep these records aligned with the organization’s operational structure.

The area also includes layout and column-management controls, allowing users to adjust how role, team, and user information is displayed.

What you can do here

- Select **New** to create a new Role, Team, or User record.
- Select **Save** to save changes, or **Cancel** to discard the current changes.
- Select **Delete** or **Delete Current** to remove the selected or current item.
- Select **Update Current** to update the current item.
- Select **Standard Layout** to apply the standard screen layout, or select **Add Layout** to add a layout.
- Select the **Layout icon** (**icn icn-layoout**) to work with layout-related options.
- Select **Columns Chooser** or the **Settings icon** (**icn icn-settings**) to adjust the displayed columns and screen settings.

Related pages

- Teams
- Security Section — Learning Path