A365 Workspace Permissions

# Shared Permissions for Folders

To Access: Edit in Altium Designer > Panels > Explorer):

<https://www.altium.com/documentation/altium-designer/controlling-access-workspace-content#accessing-folder-sharing-controls>

* *Can View* – Means you can:
  + View the folder
    - Contents in the folder can be viewed if the content also grants view permission.
  + View projects in it if you also have view permission for the project.
* *Can Edit* – Means you can:
  + Write to the folder. Needed to create and edit projects in the folder. Must also have at least View permission for parent folders.
  + Add and delete subfolders.
  + Rename and delete the folder.
* *Permissions can be modified by* – use the drop-down to configure permissions to access a particular entity. The following levels of control are supported:
  + Owner - only the owner of the folder can change the permissions. Editors cannot change access permissions.
  + Collaborators - editors have full control to manage access permissions for the folder.

Create Class Folder in Workspace

# Summary

ECEN299\_S24 (Class folder creation and permissions completed by Admin)

* ECEN299\_S24\_TA = Can Edit.

L01 thru L20 (Subfolders creation and permissions completed by Admin or TA)

* ECEN299\_S24\_TA = Can Edit (Can use Apply to Children above – Admin only).
* ECEN299\_L01 = Can Edit. (Lxx is unique for each subfolder).

ECEN299\_S24 (Lastly, add permission class folder completed by Admin or TA)

* ECEN299\_S24\_All = Can View. (UNSELECT Apply to Children)

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# Create Class Folder by Admin

1. Open Altium Designer > Panels > Explorer.
2. Select BYUI workspace.
3. Right click blank space in Explorer.
4. Select Top Level Folder > Other Folder Type.
5. Select Project Catalog for the Folder Type.
6. Enter ECEN299\_S24 for the Folder Name.
7. Select Share.
8. Select Add > Add Role.
9. Search for ECEN299\_S24\_TA. (also added to subfolder)
10. Select OK to close Search For Role.
11. Select Can Edit as the Permissions for ECEN299\_S24\_TA (should already be selected.)
12. Select Collaborators in the pulldown menu for *Permissions can be modified by*.
13. Select OK to close Share For Folder.

# Add ECEN299\_S24\_TA Group to the TA by ADMIN

1. Open <https://byui.365.altium.com/team/members>.
2. Edit user to be assigned as the TA.
3. Enter ECEN299\_S24\_TA under Add Groups.
4. Select Update.

# Create Team Subfolders by TA or Admin

## Verify ECEN299\_S24\_All is not a current role.

1. Right click ECEN299\_S24.
2. Select Properties.
3. Select Share.
4. Verify that ECEN299\_S24\_TA = Can Edit is the only role besides the owner role. The role ECEN299\_S24\_All should NOT be listed.
5. Select **Apply to Children** if not already selected. (This option does not appear to work for Collaborators, i.e., the TA)
6. Select OK to close Share For Folder.

## Create Team Subfolders

1. Open Altium Designer > Panels > Explorer.
2. Select BYUI workspace.
3. For each folder name (L01, L02, …, L20), do the following:
   1. Right click ECEN299\_S24.
   2. Select Add Subfolder > Project Catalog.
   3. Enter **L01** as Folder Name (or perhaps L01 <lab partner1> & <lab partner2>).
   4. Select Share.
   5. Select Add > Add Role.
   6. Enter L01 in the search field. (Replace L01 to match the folder name.)
   7. Select **ECEN299\_L01**. (Replace L01 to match the folder name.)
   8. Select OK to close Search For Role.

Verify that this role has Can Edit Permissions.

If **ECEN299\_S24\_TA = Can Edit** is not listed,

* + 1. Select Add > Add Role.
    2. Search for TA and select ECEN299\_S24\_TA.
    3. Select OK to close Search For Role.

Verify that this role has Can Edit permissions.

* 1. Select OK to close Share For New Folder.
  2. Select Add to close Add Folder.

## Add ECEN299\_S24\_All to the Class Folder

1. Right click ECEN299\_S24.
2. Select Properties.
3. Select Add > Add Role.
4. Search for All and select ECEN299\_S24\_All.
5. Select OK to close Search For Role.
6. Select Can View as the permissions of this role.
7. UNSELECT Apply to Children.
8. Select OK to close Share For New Folder.
9. Select OK to close Edit Folder.

Creating a Project in Workspace

Sharing Settings for Project  
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