Working with Roles and Permissions

Roles

Contentstack has a robust roles and permissions system with built-in roles such as 'Admin', 'Developer', and 'Content Manager' and the ability to create custom roles for authors and editors. In this module we will look briefly at the roles and permissions system in Contentstack.

Built-in Roles

Admin: Admin has full access to all features and functions within Contentstack, including the ability to create, edit, and delete content, manage users and roles, and configure the system settings. Super Admins have the highest level of privileges and can perform any action within the platform.

Content Manager: The Content Manager has the ability to create, edit, and delete content, as well as manage users and roles. However, they do not have access to the system settings or the ability to perform advanced tasks such as configuring webhooks or integrations.

Developer: The Developer role is designed for users who need to access the Contentstack API and develop custom solutions using the platform. Developers have the ability to create and manage content types, as well as access the API documentation and sample code. However, they do not have the ability to manage users and roles.

Custom Roles

In Contentstack, custom roles allow users to define and customize the level of access and permissions for specific users or groups of users. This provides greater flexibility and control over how content is managed and published within the system.

To create a custom role, a Super Admin or a user with the "Manage Roles" permission can navigate to the Roles section of the Contentstack dashboard and

click on the "Add Role" button. From here, they can give the custom role a name and select the specific permissions that they want to grant to users assigned to that role.

The available permissions can be grouped into three categories:

- Content: permissions related to creating, editing, and publishing content and images
- Publishing: permissions related to publishing content and environments
- Languages: Permissions relating to localization

Once the custom role is created, it can be assigned to specific users or groups of users within the system. Users assigned to the custom role will only have access to the permissions and features that are granted to that role, ensuring that they only have access to the specific tasks and content that they are responsible for. This helps to improve security and streamline workflows within the system.

Exercise: Creating a custom role

Here are the steps to create a custom role in Contentstack:

1. Log in to your Contentstack account and navigate to the "Settings / Users & Roles / Roles" section of the dashboard.

2. Click on the "New Role" button to create a new custom role.

3. In the "Role Details" section, enter a name for your custom role.

4. Next, choose the permissions you want to grant to this role by selecting the options for each permission category (Content, Assets, Languages and Environments).

5. Under each permission category, you can select or deselect specific permissions that you want to include or exclude for this role.

7. Once you have selected the permissions you want to grant to the custom role, click the "Save" button to save the role.

8. To assign users to the custom role, navigate to the "Users" section of the dashboard and select the user(s) you want to assign the role to.

9. In the "Update User" dialog box, select the "Roles" tab, and then select the custom role you created from the list of available roles.

10. Click the "Save" button to save the changes.

That's it! You have now created a custom role in Contentstack and assigned it to specific users within your organization.

Resources

- Examples to create custom roles