

# Managing Access for Missions

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By default, only the Admin has access to all missions created on Skydeck. A project manager will have access to a mission if inherited from projects that they have created or have been invited to. A Mission Manager will have access to the missions created by them, the missions they are invited to or missions created under a milestone that they have access to.

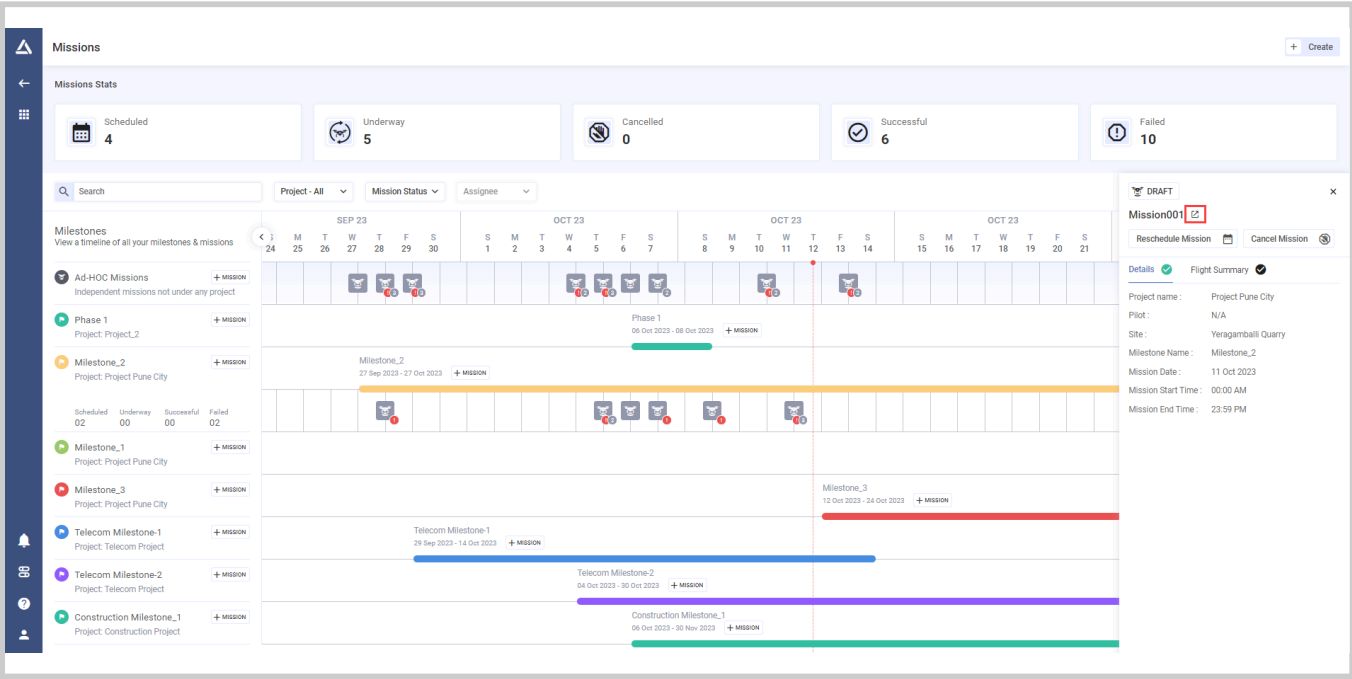
The level of access available to each user is decided by the role assigned to that user.

For more information on the roles and access, click [here](#).

1. On the **Missions** page, in the **Missions timeline**, click on the mission that you want to manage access for. The Missions sidebar is displayed.

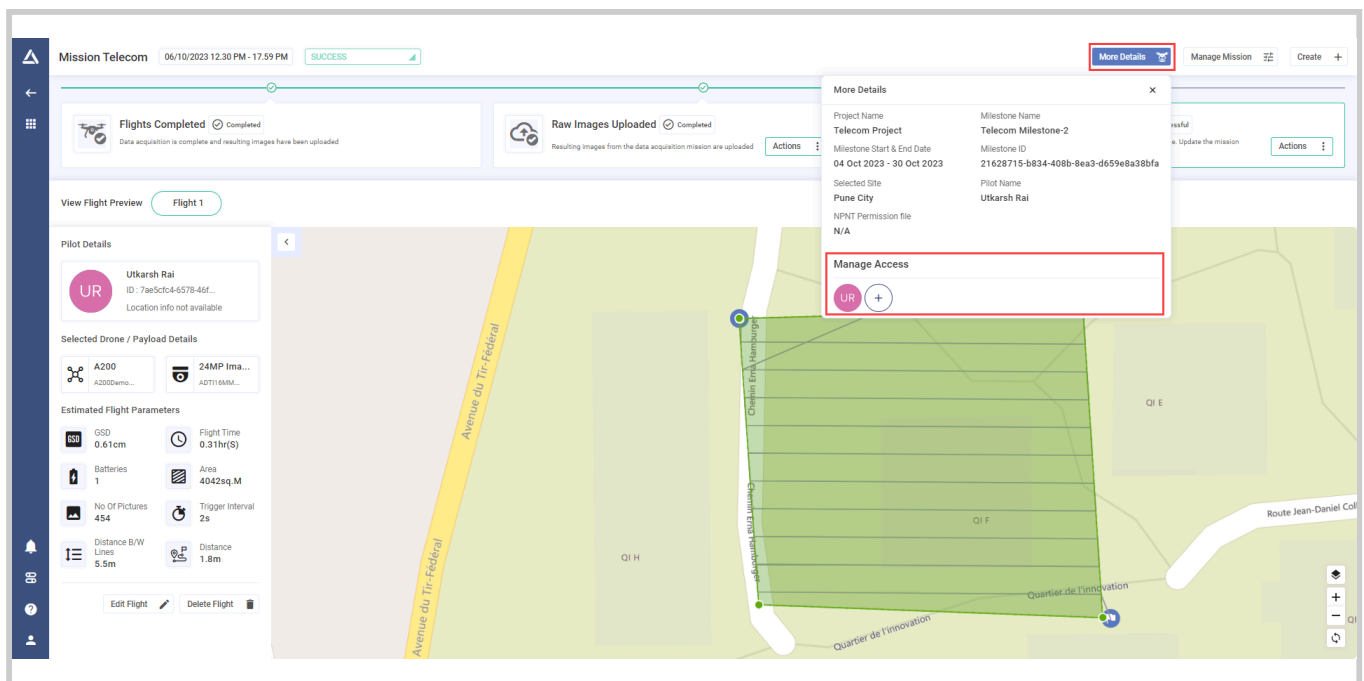
In case of multiple missions scheduled for the same day, a list of missions is displayed. To modify access for a specific mission, hover over it and click **View**.

2. In the Mission sidebar, click the **expand** icon.



Expand Mission Details

3. The mission details page is displayed.  
Click **More Details**.



## Manage Access - Missions

4. In the pop-up that is displayed under **Manage Access** click the **add** icon. The **Manage Access** pop-up opens on the screen displaying the users who have access to the mission.
5. To remove access, hover over the username and then click **Remove**.
6. To give users access to this mission, in the search box under **Invite users to Mission**, enter the name or email address of the user, and select the user from the displayed list. Repeat this process to add multiple users.

**When you enter the name or email in the search box, only the users with the mission manager role will be displayed in the search results. The search result does not display users with admin roles as they have access to all the modules by default.**

7. Click **Invite Users**. The selected user(s) are given access to:
  - This mission
  - View access to the milestone under which this mission is created if assigned by the project manager
  - View access to sites inherited from the site group

