


# Set permissions and access for work tracking

14/03/2019 • 8 minutos para ler • Colaboradores 

## Neste artigo

- [Edit project-level or collection-level/instance-level information](#)
- [Create child nodes, modify work items under an area path](#)
- [Define and edit queries or query folders](#)
- [Edit or manage permissions for Delivery Plans](#)
- [Manage test artifacts](#)
- [Additional options for restricting access to work items](#)
- [Related articles](#)

Azure DevOps Services | Azure DevOps Server 2019 | TFS 2018 | TFS 2017 | TFS 2015 | TFS 2013

You grant or restrict access to various work tracking features by granting users or groups specific permissions for an object, project, or collection. Or, when you assign a user as a team administrator, they have permissions to manage all assets for the specific team. Add users to the Contributors group to provide access to most features as listed in [Permissions and access for work tracking](#).

### ⚠ Observação

For public projects, Stakeholder access gives users greater access to work tracking features and full access to Azure Pipelines. To learn more, see [About access levels, Stakeholder access](#).

Role or permission level	Functional areas set
Team administrator role	<ul style="list-style-type: none"><li><a href="#">Manage teams and configure team tools</a></li><li><a href="#">Define and edit team dashboards</a></li><li><a href="#">Add and manage team-level work item templates</a></li><li><a href="#">Add team administrators</a></li></ul> <p>To add a user to the team administrator role, see <a href="#">Add a team administrator</a>.</p>
Object-level permissions	<ul style="list-style-type: none"><li><a href="#">Modify work items under an area path</a></li><li><a href="#">Create and edit nodes under an area path or iteration path</a></li><li><a href="#">Define and edit queries or query folders</a></li><li><a href="#">Define and edit Delivery Plans</a></li></ul>
Project-level permissions	<ul style="list-style-type: none"><li><a href="#">Create work item tags</a></li><li><a href="#">Delete and restore work items</a></li><li><a href="#">Move work items out of a project</a></li><li><a href="#">Permanently delete work items</a></li><li><a href="#">Delete test artifacts</a></li><li><a href="#">Edit shared work item queries</a></li><li><a href="#">Add teams and team administrators</a></li><li><a href="#">Create and manage area and iteration paths</a></li></ul>

- Edit project-level permissions
- Customize a project (On-premises XML or Hosted process models)

#### Project collection-level permissions

- Create, delete, or edit a process (Inheritance process model)
- Delete field from account (Inheritance process model)
- Manage process permissions (Inheritance process model)
- Edit collection level permissions

Project collection-level permissions include all permissions you can set at the project-level.


## Edit project-level or collection-level/instance-level information

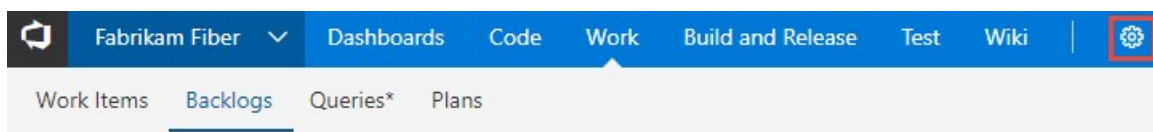
The **Edit project-level information** and **Edit instance-level information** (also referred to as Edit collection-level information) provide permissions to several work tracking features as summarized below. To add users or set permissions at these levels, see [Add administrators, set permissions at the project-level or project collection-level](#).


Edit project-level information	Edit instance-level information
<ul style="list-style-type: none"> <li>• Add and administer teams and all team-related features</li> <li>• Create and modify areas and iterations</li> <li>• Edit shared work item queries</li> <li>• Edit project level permission ACLs</li> <li>• Manage process templates</li> <li>• Customize a project</li> <li>• Create and modify global lists</li> <li>• Edit event subscriptions (email or SOAP) on project level events.</li> </ul>	<ul style="list-style-type: none"> <li>• Add and administer teams and all team-related features</li> <li>• Create and modify areas and iterations</li> <li>• Edit check-in policies</li> <li>• Edit shared work item queries</li> <li>• Edit project level and collection level permission ACLs</li> <li>• Manage process templates</li> <li>• Customize a project or process</li> <li>• Create and modify global lists</li> <li>• Edit event subscriptions (email or SOAP) on project or collection level events.</li> </ul>

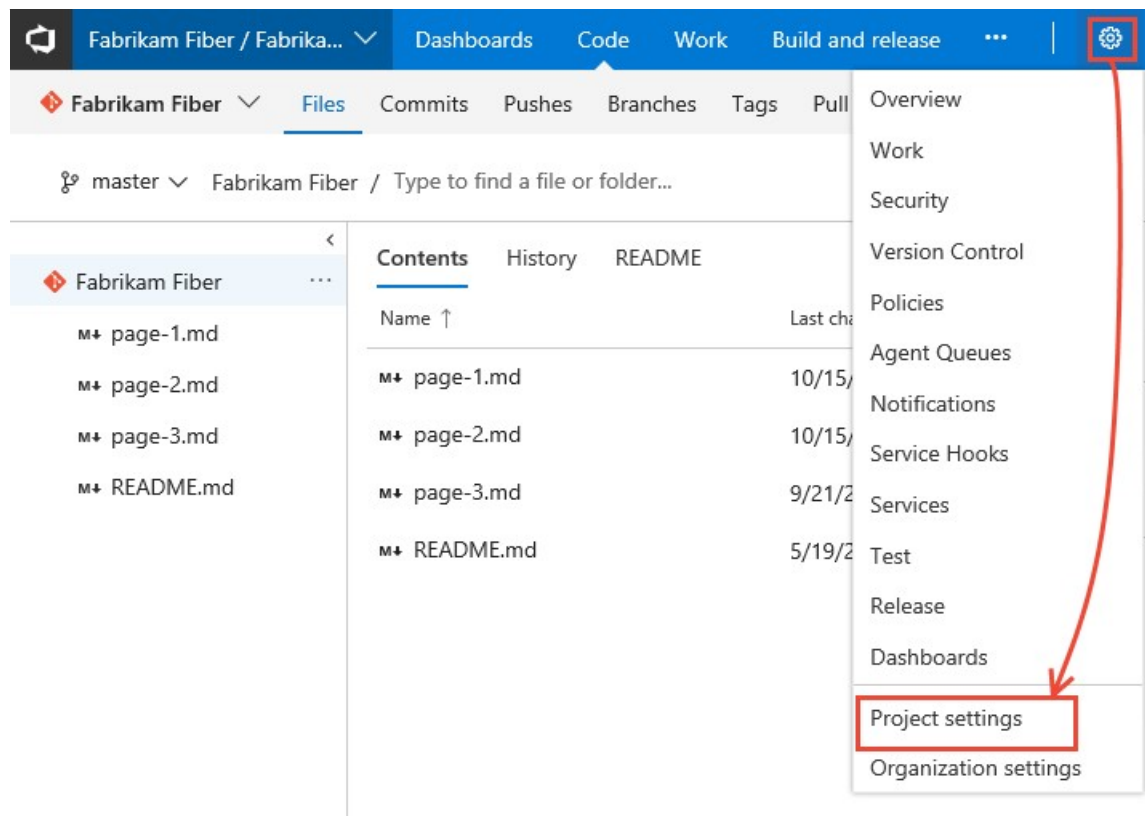
## Create child nodes, modify work items under an area path

Area path permissions let you grant or restrict access to edit or modify work items, test cases, or test plans assigned to those areas. You can restrict access to users or groups. You can also set permissions for who can add or modify areas or iterations for the project.

1. From the web portal for the project, choose the  gear icon.

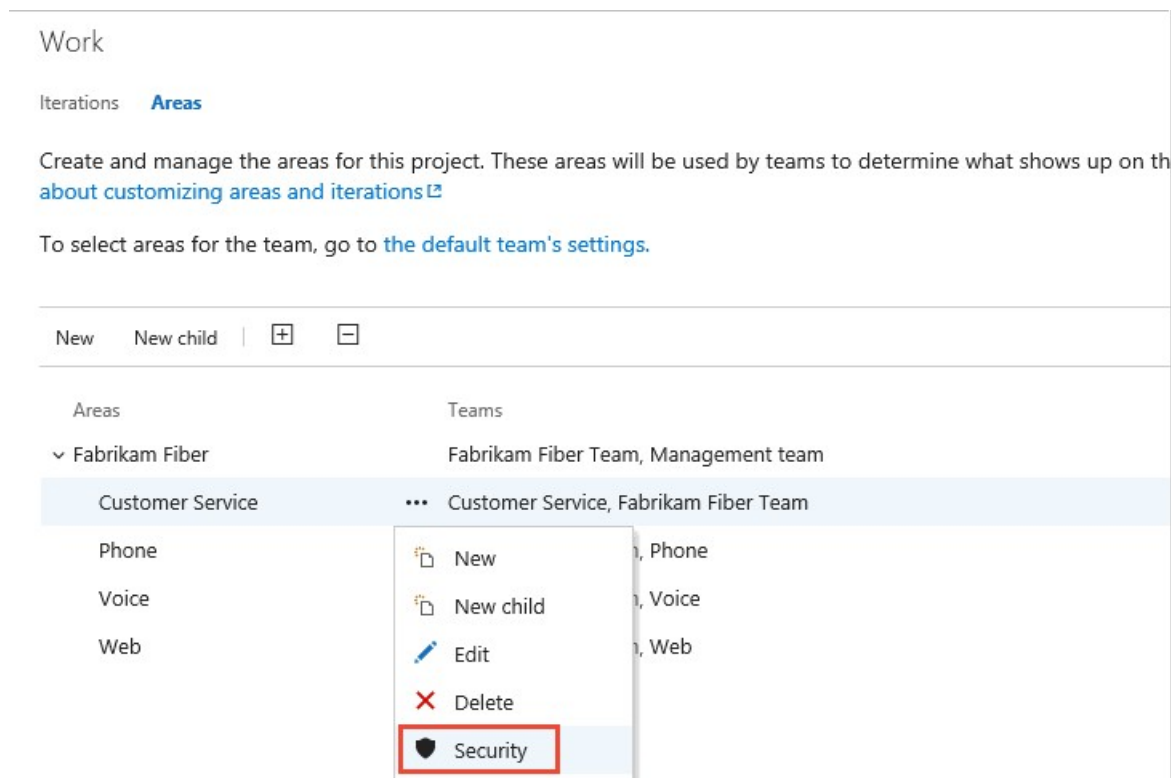


If you're currently working from a team context, then hover over the  and choose **Project settings**.



2. Choose **Work** and then **Areas**.

3. Choose the ... context menu for the node you want to manage and select **Security**.



## Define and edit queries or query folders

You can specify who can add or edit query folders or queries at the object-level. To manage permissions for a query or query folder, you must be the creator of the query or folder, a member of the Project Administrators or Project Collection Administrators group, or granted explicit access through the object's Security dialog.

## Query folder Permissions dialog

×

Permissions for Shared Queries/Service Delivery team

+ Add...

Inheritance ▾

Search

🔍

▼ DevOps Groups

👤 Service Delivery

👤 Build Administrators

👤 Contributors

👤 Project Administrators

👤 Readers

👤 Project Collection Administrators

▼ Users

👤 Project Collection Build Service (fabrikam)

ACCESS CONTROL SUMMARY

Shows information about the permissions being granted to this identity

Contribute	Allow
Delete	Allow
Manage Permissions	Not set
Read	Allow (inherited)

[Clear explicit permissions](#)

Remove

Save changes

Undo changes

Close

For details, see [Set permissions on a shared query or query folder](#). To learn more about queries, see [Create managed queries to list, update, or chart work items](#).

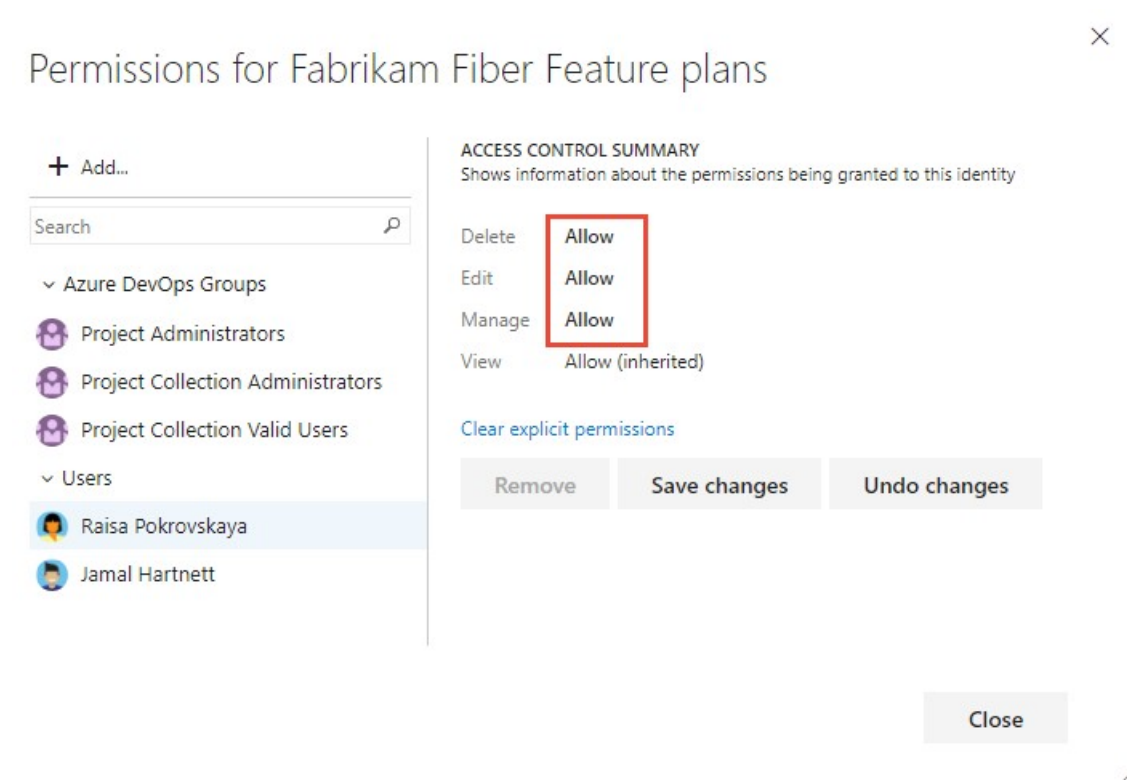
## Edit or manage permissions for Delivery Plans

Delivery Plans are an object within a project. You manage plan permissions for each plan similar to the way you manage permissions for shared queries or query folders. The creator of a Delivery Plan as well as all members of the Project Collection Administrators and Project Administrators groups have permissions to edit, manage, and delete plans.

Delivery Plan Permissions dialog

4 of 7

06/05/2019 14:57

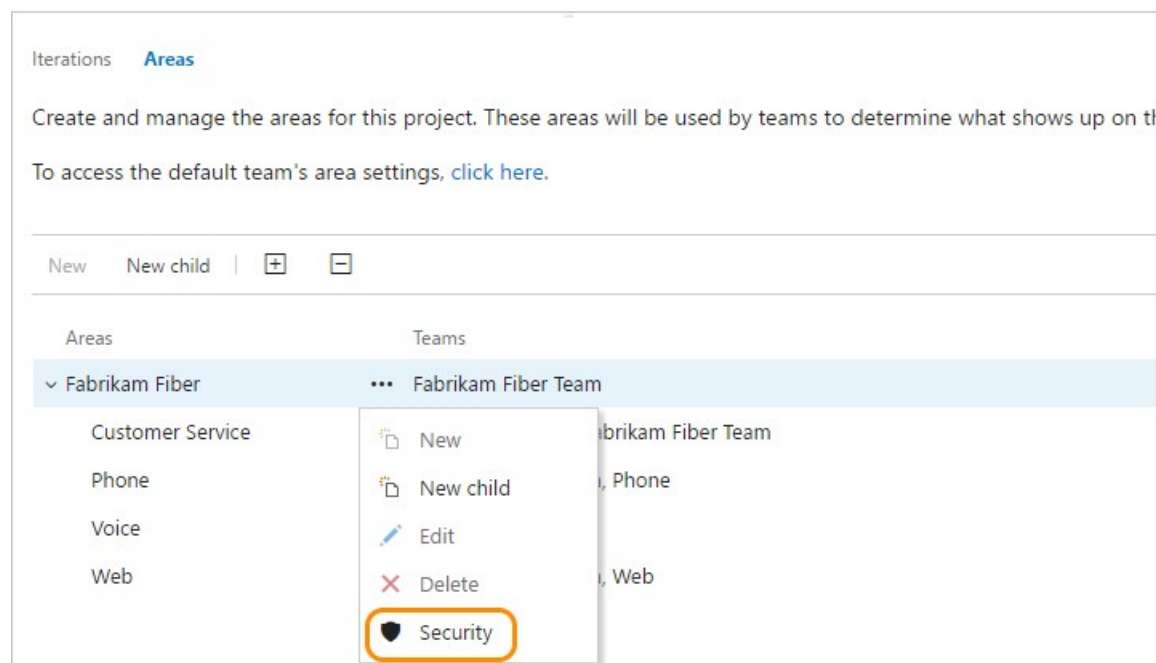


To learn more, see [Edit or manage Delivery Plan permissions](#). To learn more about Delivery Plans, see [Review team plans](#).

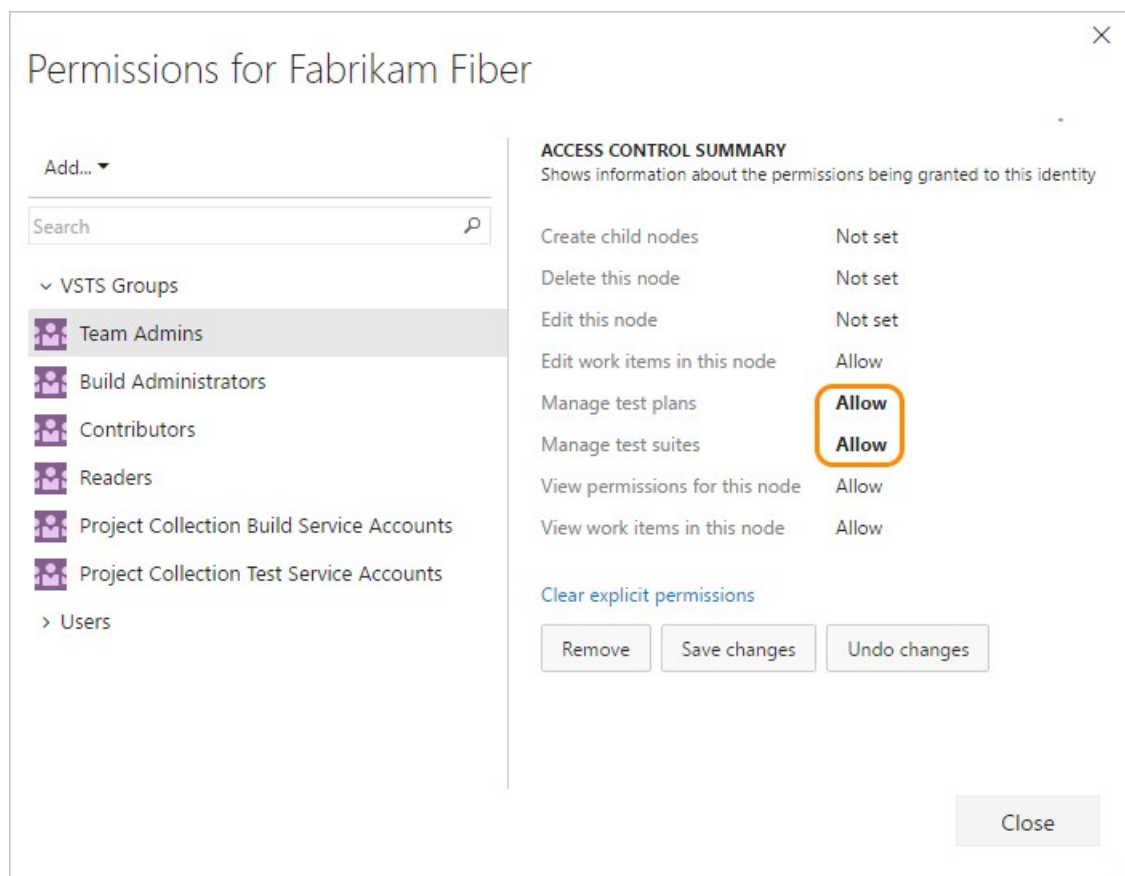
## Manage test artifacts

In addition to the project-level permissions set in the previous section, team members need permissions to manage test artifacts which are set for an area path.

[Open the Security page for area paths](#) and choose the user or group you want to grant permissions.



Set the permissions for **Manage test plans** and **Manage test suites** to **Allow**.



To have full access to the Test feature set, your [access level must be set to Basic + Test Plans](#). Users with Basic access and with permissions to permanently delete work items and manage test artifacts can only delete orphaned test cases.

## Additional options for restricting access to work items

### ⓘ Observação

You can use one or more of the following options with the On-premises XML process models. To learn more about process models, see [Customize work tracking experience](#).

You can restrict access to work tracking objects in one of two ways:

- By [adding WITs to the Hidden Categories group](#), you can prevent the majority of project contributors from creating them. You [can create a hyperlink to a template](#) that opens the work item form and share that link with those team members who you do want to create them.
- [Set a condition field rule](#), [a condition-based field rule](#) or a combination of the two that applies to a group. You can restrict changes from being made to a field by specifying a qualifying rule and making it apply for a specific group. Conditional rules can include **CANNOTLOSEVALUE**, **EMPTY**, **FROZEN**, **NOTSAMEAS**, **READONLY**, and **REQUIRED** elements.

For more information about how to customize WITs, see [Modify or add a custom work item type \(WIT\)](#).

## Related articles

- [Set permissions on queries and query folders](#)
- [Permissions and access for work tracking](#)

- [Permissions and groups reference](#)