3.1 I can describe what access rights and issues other people might have in using collaborative technologies

When running a company such as an office or a school, having limitations to what some people can do with the system and network attached to the system. The main administrator will get rights to install and modify installed programs or create and edit files within that file. While most users who are working or studying at the place where the people are, they won’t be able to anything more than creating documents or keeping their own file system that only they can access under a password that the administrator will give permission to set and keep safe.

The following table will explain it further:

|  |  |  |
| --- | --- | --- |
| **User** | **Permission** | **Rights** |
| Administrator (high level) | All permissions | Can install and modify everything |
| Colleague or student (medium level) | Most permissions | Cannot install or but can modify in programs such as work documents |
| Guests (low level) | Little to none permissions | Can only view things that the administrator has given permission to |

Conclusion: I think most workplaces give permissions determined on the level of the permissions they give to the user on the basis of how much they need to use the system, if they need to use the system to set up and maintain it. If they only need to use the system to use for so many hours for things like creating documents or view something like a YouTube video then they don’t need much access to the settings menu or editing system files etc.