



# User Levels/Privileges

(Last Updated 9-7-2010)

## Reviewer

- can review volumes with status 0-1; priority 0-2
- can view and edit unprocessed reviews
- can set a “hold” on unprocessed reviews for up to 72 hours
- can view historical reviews
- can view their own review stats
- matching reviews (with other reviewers) become status 3s and must be reviewed or accepted by an expert

## Advanced Reviewer (all above plus:)

- matching reviews (with other reviewers and advanced reviewers) become final

## Expert (all above plus:)

- can review conflicting (status 2) reviews and provisionally matching (status 3) reviews
- can review any reviews with priority level 0-3
- can accept and finalize matching reviews (automatically generate “dummy” reviews)
- can add new review that overrides matching reviews
- can neutralize prior reviews (all prior reviews that don’t agree with expert’s final review are not invalidated)
- can view user accounts and can change to one’s own alternate lower level identities (e.g. regular or advanced reviewer identities, must use same base/Kerberos username)
- can view active reviews, volumes in queue and all held reviews
- can view all report interfaces (all review stats; system summary, determinations breakdown, export stats)
- can query rights database

## External Admin (Reviewer or Advanced Reviewer privileges\*, plus:)

- can view aggregated Institutional Stats for reviewers at their own institution
- \*Depending on their reviewer level. If not also a reviewer, External Admins can only view institutional stats, Historical Reviews and reviewer documentation)

## Admin (all above plus:)

- can add, modify and delete user accounts
- can change identities to be any other user of equivalent or lower user level
- can clear locked volumes
- can add volumes to the queue (as priority level 0-3)
- can change system status and create/display system-wide messages

## Super Admin (all above plus:)

- can add volumes to queue as priority level 4 and review priority 0-4
- can process current day’s reviews in Dev (for testing purposes)
- can use the debugging facilities on the System Administration page