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# Genesys Administrator Extension Help

Enabling or Disabling Roles

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# Enabling or Disabling Roles

There are multiple methods to enable or disable a role:

- [Enable or disable a single role](#)
- [Enable or disable multiple roles](#)

## Enabling or Disabling a Single Role

1. Go to Accounts > System > Roles.
2. Select a role. A new panel opens to the right.
3. In the new panel, perform one of the following actions:
  - If the role is currently enabled, click the Disable button.
  - If the role is currently disabled, click the Enable button.

## Enabling or Disabling Multiple Roles

1. In the header, go to Accounts > System > Roles.
2. In the Roles panel, select the check box beside each role that you want to enable or disable.
3. Click the Bulk Change button. A pop-up menu displays. Select Enable to enable the selected roles, or Disable to disable the selected roles.
4. A dialog box displays to confirm the action:
  - Click the OK button to continue.
  - Click the Cancel button to discard the action.