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Workforce Management Web for Supervisors Help

Editing and Deleting Roles

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WFM enables you to edit and delete security roles from the Roles list. These tasks are described in the procedures below:

To edit a security role:

1. In the **Role** pane, select the role you want to edit.
If there are many roles in the list, enter the role name in the **Search** field to find it quickly.
2. Click **Role Privileges**.
3. Rename the role and/or select/clear the check boxes next to the privileges you want to change.
4. Click **Save Now**  .

Deleting Security Roles

To delete a security role:

1. In the **Role** pane, select the role you want to delete.
2. Click **Delete**  .
3. When the **Confirmation** dialog appears, click **Yes** to proceed or **No** to cancel the action.

Important

Proceed with caution. If you select **Yes**, the action cannot be undone.