

Create a new role

To create a new role, click the "+" button above the "[Roles](#)" table, to navigate to the "[Create new authorization role](#)" form.



On the form, fill out the required fields and click save to add a new role.

A screenshot of the 'Add new authorisation role' form. The form has a title 'Add new authorisation role' and a section for 'Basic information'. It contains three input fields: 'NAME' with the value 'Task tester role', 'SLUG' with the value 'task-tester-role', and 'LEVEL' with the value '1 000,00'. Below these is a 'DESCRIPTION' field with the text 'A new tester role, used to try out the system's tasks.' The 'PERMISSIONS' section is expanded, showing a search bar with 'task' and a list of permissions. The 'own-tasks' permission is checked, and a dropdown menu is open showing various sub-permissions like 'cancel cancel-authorized', 'create-media create-tags', etc. The 'USERS' section shows a list of users with 'john@doe.com' selected. At the bottom right, there is a 'Save' button and a checkbox for 'After save, create another'.

- **Name**
 - Select a descriptive name for the role (eg. a work position, like **Department Lead**)
- **Slug**
 - Is used to identify the role throughout the ERP. Is usually formatted role name (eg. **department-lead**)
- **Level**

- A role's level is used to determine its priority over other roles. Roles with higher priority overrule roles with lower levels.

- **Description**

- Is not required, but it's highly encouraged that it be added. Used to further explain the role's purpose.

- **Permissions**

- Select, which permissions are attached to this role.

- **Users**

- You can list users, that will have this role here, and it will be assigned to them automatically after role is created.

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