

Role	Create KB and FAQ content	Publish KB and FAQ content	Alerts (create and publish)	Create Pages	Publish Pages	Create Posts (applicable for core site only)	Publish Posts (applicable for core site only)	Create revisions of content for which they can create	Ninja Forms and Ninja Tables	Tech Guide Items (create and publish)	Services (create and publish)	Events (create and publish)
Administrator	X	X	X	X	X	X	X	X	X	X	X	X
Editor	X	X	X	X	X	X	X	X	X	X	X	X
Content Editor	X	X	X	X	X	X	X	X	X	X	X	X
KB Editor	X	X	X			X		X				
KB Author	X					X		X				
Media Editor												
Author	X			X		X		X	X			

Role	Notes
Administrator	This would be used for the WCS team and the core IT communications team.
Editor	This would be used for the following: 1. Service owners requiring full access to a subsite, including use of Divi. Access would be granted per subsite, as needed. (Most subsite owners will not require this level of access.) 2. A small number of Help Desk managers who need broad access to make changes anywhere within the Rutgers IT website (i.e., they would be given access as Editors at the core site and all subsites).
Content Editor	This would be used primarily for subsite owners. This allows full control over a subsite, though not the ability to develop new Divi elements. Rather, they can edit the text within Divi elements.
KB Editor	This would be used for the following: 1. Help Desk staff members, who would be granted this role for all subsites and the core site. 2. Team members for a service, who would be granted this role for the appropriate subsite(s).
KB Author	This would be for Help Desk student workers, who would be granted this role for all subsites and the core site.
Media Editor	This allows a student worker to only edit the meta information for media files.
Author	This would be for IT comm student workers, who would be granted this role for all subsites and the core site.

Revisionize

The Revisionize plug-in will be used to allow revisions to be created, even as the original remains at the site. Then, when you publish the revision, it replaces the original.