



Welcome to GPlus Live

Permission Level Descriptions
Environmental Compliance

GPlus Live Permission Level Descriptions for Environmental Compliance:

The following relates to the site access permissions for each user. Users can be provided access to multiple sites within the company or an individual site. This ability to assign site access can be conducted by Groundwork Plus or Level 4 (Client Administrator) users.

Level 1 (Client Overview)

- ✓ Environmental Home Page
- ✓ Event Monitoring Data View Only
- ✓ View reports, data, and graphing view
- ✓ View the Scheduled Events of all users linked to the site
- ✓ Document Storage View
- ✓ Standard Operating Procedure View
- ✓ View all system-generated Summary Reports

This level is treated as a read-only view. Users have the ability to see the home page, view the schedule monitoring events within the company calendar, and view all data that had been entered, export it, and view it as a graph on the system. This view also allows the users to view all documents, such as approvals, and procedures stored within the module.

Level 2 (Client Data Entry)

- ✓ Level 1 privileges
- ✓ View and Edit Event Monitoring Data
- ✓ Edit the scheduled events of the logged in users only
- ✓ View and Edit the Site Registers
- ✓ Meters, added, edit, delete and provided calibration certificates
- ✓ Data Entry (table and field view)

Level 2 access includes Level 1 abilities as well as giving users the ability to start entering in the data. Level 2 users have the ability to add, edit and view monitoring event data, and edit, and view their own scheduled events. Level 2 users do not have the ability to approve data that has been entered This permission level also introduces the introduction of site registers where the users can view and edit.

Level 3 (Client Data Manager)

- ✓ Level 2 privileges
- ✓ View, Edit and Approve Event Monitoring Data
- ✓ View and Edit the Scheduled Events of all users linked to the site
- ✓ Upload of Documents
- ✓ Trigger view

Level 3 introduces the approving the saving entered monitoring event data. Level 3 users have the ability to see all linked users scheduled events and manage them. Documents can be uploaded and Triggers that have been created can be viewed.

Please refer to the training material for further instruction.

Have any questions, changes, additions or feedback?

Chat with us online, email us on gpluslive@groundwork.com.au or call 1800 497 587 and ask for the GPlus Live Support team.



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Level 4 (Client Administration)

- ✓ Level 3 privileges
- ✓ Delete document upload
- ✓ Edit and create Triggers
- ✓ Edit and create stations
- ✓ Add site registers

Level 4 users are managers of the system. Level 4 users can delete any uploaded documents. Level 4 users can edit and create triggers as well as edit and add site registers

Stations can be modified and created by Level 4 users as well as the order in which they are viewed.

Please refer to the training material for further instruction on how to create and modify any of the above-mentioned features.

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Permission Access	Level 1 (Client Overview)	Level 2 (Client Data Entry)	Level 3 (Client Data Manager)	Level 4 (Client Administrator)
Environmental Home Page	✓	✓	✓	✓
View Event Data	✓	✓	✓	✓
Add and Edit Event Data (in table and field view)		✓	✓	✓
Approve Event Data			✓	✓
View reports, data, and graphing view	✓	✓	✓	✓
View the Scheduled Events of all users linked to site	✓		✓	✓
View and Edit the Scheduled Events of all users linked to site			✓	✓
Edit the scheduled Events of logged in user		✓	✓	✓
View Document	✓	✓	✓	✓
Upload of Documents			✓	✓
Delete Document				✓
Standard Operating Procedure View	✓	✓	✓	✓
View all system-generated Summary Reports	✓	✓	✓	✓
Create system-generated Summary Reports			✓	✓
Delete the system-generated Summary Reports				✓
Meters, added, edit, delete, and provided calibration certificates		✓	✓	✓
View and Edit Site Registers		✓	✓	✓
Add Site Registers				✓
Trigger view			✓	✓
Edit and create Triggers				✓
Edit and create stations				✓
Add and disable users				✓

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