

You can change a customer user's administration or job role for a specific customer. This is useful for giving users with access to multiple customers a different level of access for specific customers..

Requirements: You must have a customer role that includes the Manage Access and View Users rights.

1. On the home page, click **Administration**.
2. In the **Administration** area, click **Users**.
3. Right-click the user's name, and from the menu that appears, select **Edit User**.
4. In the left pane, select **Default user Role**.
5. Click **Customer Access**.
6. Select the appropriate customer(s) and click **OK**.
7. In the list of available roles for each role type, select the appropriate role for the user for each customers.
Tip: To see which rights are included in a role, hover your cursor over a role.
8. Click **Update**.

Note: If the user belongs to a group, the user's role is the union of his or her user rights *and* the rights in the group role.