

# Minimal Permissions for OG Credentials

Last Modified on 06/06/2025 3:16 pm EDT

## Question

What are the minimum permissions needed for OnGuard Credentials?

## Answer

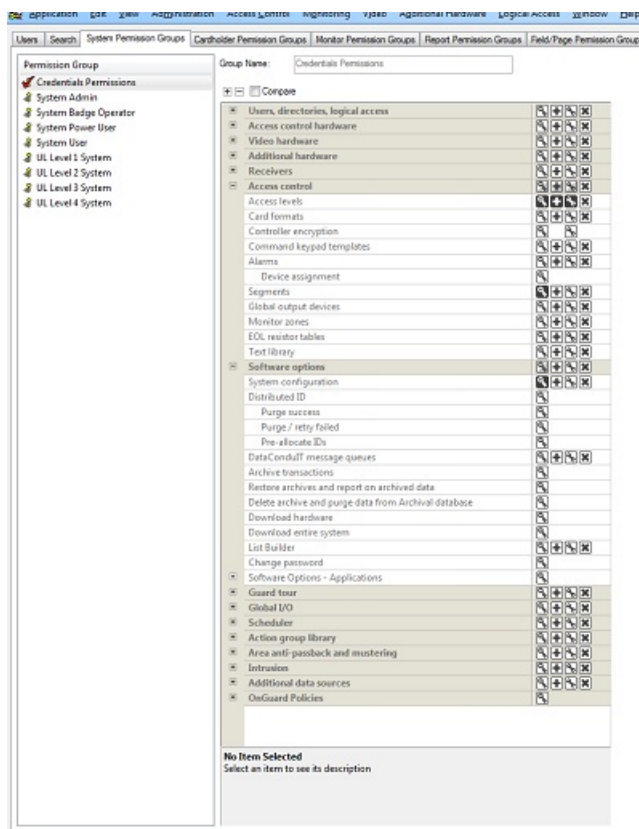
1. Launch **System Administration > Administration > Users** .
2. Select the **System Permission Groups** sub-tab and choose or create your desired permission group. Ensure that the following under the "Access Control" are selected:

- - Access Levels: View/Access, Add, and Modify
  - Segments: View/Access

3. For Software Options:

- - System Configuration: View/Access

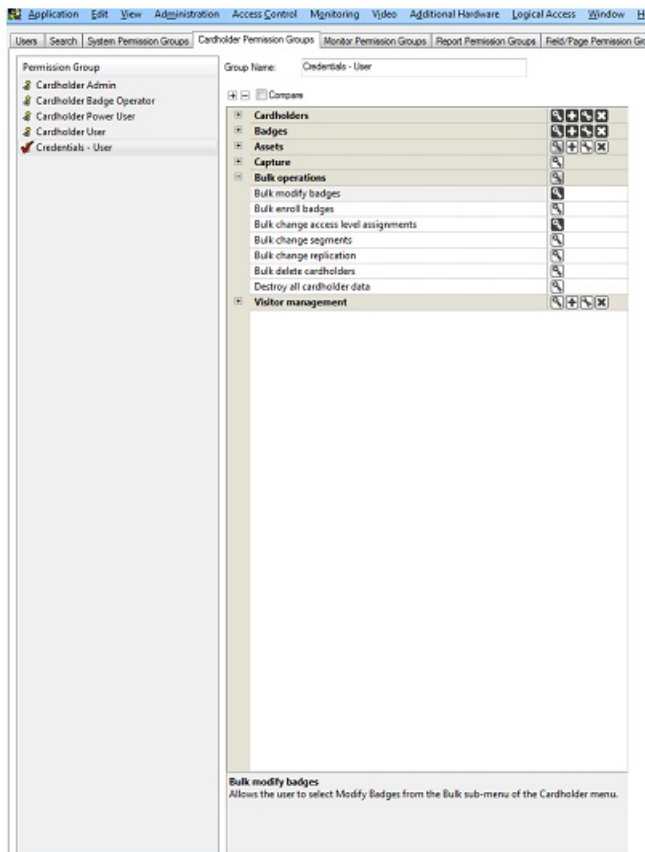
This shows what it should look like:



4. Under the Cardholder Permission Groups sub-tab, verify the following:

- - Cardholders: Full rights to View/Access, Add, and Modify
  - Badges: Full rights to View/Access, Add, and Modify
  - Bulk Operations: Bulk Modify badges View/Access
  - Bulk Change access level assignments: View/Access

Here is what it should look like:



- Click the Report Permission Groups sub-tab. Verify that the group has full view/edit rights. Below is a sample screenshot:

Permission Group

- ☒ Credentials User
- ☐ View/Edit All Fields
- ☐ Viewing Badge Operator

Group Name:

☒ View All Fields
 ☒ Edit All Fields

Table	Field Name	View	Edit
Cardholder	Allowed Visitors	Yes	Yes
Cardholder	Cardholder ID	Yes	Yes
Cardholder	First Name	Yes	Yes
Cardholder	Last Name	Yes	Yes
Cardholder	Middle Name	Yes	Yes
Cardholder	Person Record Last Changed	Yes	Yes
Cardholder	Replication	Yes	Yes
User-Defined Cardholder	Address	Yes	Yes
User-Defined Cardholder	Birth Date	Yes	Yes
User-Defined Cardholder	City	Yes	Yes

User-Defined Pages

Page	Form
<input checked="" type="checkbox"/> Details	Visit

Applies To

OnGuard 7.3+  
Credentials 1.1.47.0+

## Additional Information

You might be able to further limit the Field/Page Permission group depending on which fields are used. This might also be true for the Cardholder Permission Group, but this has not been tested.

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