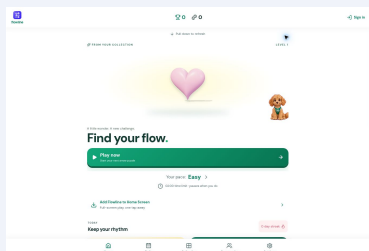


User roles and permissions matrix

Decide who can see and change each part of the app.



FROM THE SETLY PROJECT LIBRARY

A real project screenshot for visual inspiration. Follow the written steps for your own business.

YOUR ACTION PLAN

- 1 List roles using business responsibilities rather than job titles alone.
- 2 List actions such as viewing, editing, approving and deleting.
- 3 Assign the minimum access needed for each role.
- 4 Test with separate sample accounts and include direct access attempts.

EXAMPLE - ILLUSTRATIVE

A customer can view their own bookings but cannot edit another customer's booking by changing a URL.

CHECK YOUR RESULT

Are access rules enforced by the backend as well as reflected in the interface?

User roles and permissions matrix

Use the prompts below to make this resource specific to your business. Save a local copy after completing it. Keep passwords and private customer data out of this worksheet.

Role:

Data visible:

Actions allowed:

Actions denied:

Approval needed:

Test account:

DONE WHEN

Are access rules enforced by the backend as well as reflected in the interface?

FURTHER READING

[Apple App Review Guidelines](#)

Independent Setly planning resource. Platform settings and requirements can change; use the linked official help for current configuration details.