

# LATHUND – Lägga till och ta bort projektmedlemmar

## Roll: Administrator

Som projektadministratör kan du lägga till och ta bort projektmedlemmar.

För att hantera projektmedlemmar, klicka på symbolen för medlemmar som du finner i den övre delen av det blå verktygsfältet på projektsidan.

The screenshot shows the SFM (Secure File Management) interface for a project named "Demo cancer study". The user is logged in as "project-admin". The interface is divided into several sections: "File Statistics" showing 9 Blue Room and 23 Green Room files; "Recent File Stream" listing recent uploads and downloads; "Personal Disk" showing 0 GB used of 10 GB; and "File Explorer" showing the current directory structure. A yellow box highlights the "Members" icon in the left sidebar.

## Lägga till projektmedlem

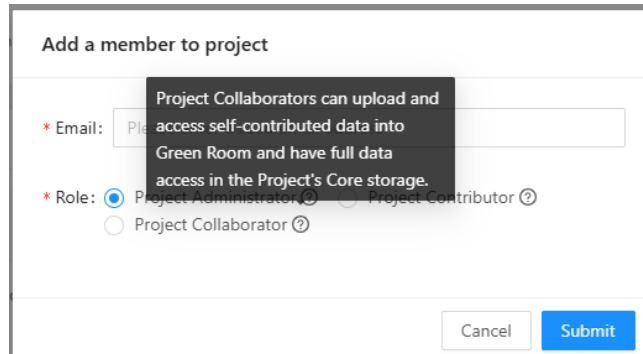
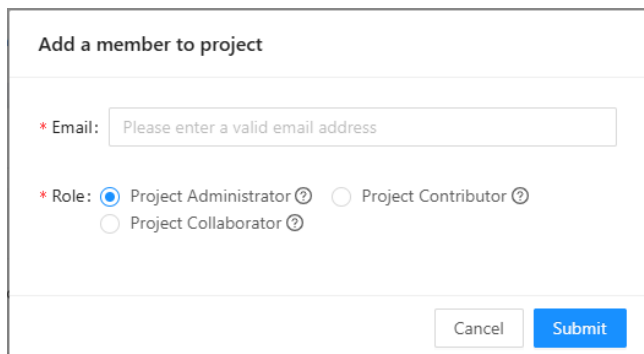
För att lägga till projektmedlem. Klicka på Add Member.

The screenshot shows the "Members" tab in the SFM interface. A blue "Add Member" button is visible in the top right corner. Below it is a table listing the current members of the project:

Username	Email	First Name	Last Name	Role	Action
project-contributor	project-contributor@vregion.s...	project	contributor	Project Contributor	Change role [Red X]
project-collaborator	project-collaborator@vregio n...	project	collaborator	Project Collaborator	Change role [Red X]
project-admin	project-admin@vregion.se	project	admin	Project Administrator	[Red X]
petas7	petas7@vregion.se	Petrus&Aringstr&ouml; m...	&Aringstr&ouml; m	Project Administrator	Change role [Red X]

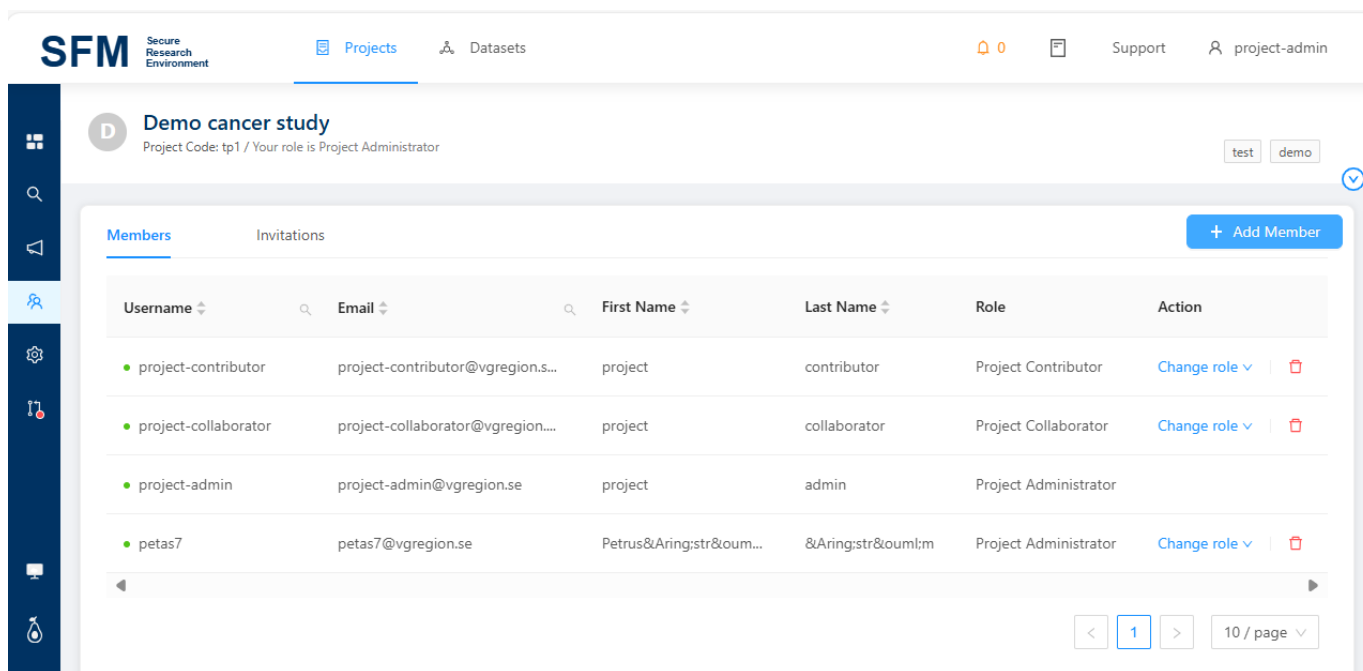
At the bottom of the table, there are navigation controls for the list, including a page number "1" and "10 / page".

Fyll i e-postadress och välj vilken roll den nya projektmedlemmen ska ha, klicka på Submit. Genom att hovra över frågetecknet får du kort information om behörigheter för de olika rollerna. Önskar du mer information om rollernas behörigheter så finner du det under support.



## Ta bort projektmedlem

För att ta bort en projektmedlem, klicka på den röda papperskorgen i raden för medlemmen.



Username	Email	First Name	Last Name	Role	Action
project-contributor	project-contributor@vgregion.s...	project	contributor	Project Contributor	Change role
project-collaborator	project-collaborator@vgregion....	project	collaborator	Project Collaborator	Change role
project-admin	project-admin@vgregion.se	project	admin	Project Administrator	
petas7	petas7@vgregion.se	Petrus&Aring:str&oum...	&Aring:str&oum;lm	Project Administrator	Change role

## Ändra roll för projektmedlem







I kolumnen Action, klicka på pilen bredvid Change role och välj ny roll.

Demo cancer study  
Project Code: tp1 / Your role is Project Administrator

test demo

Members Invitations

+ Add Member

Username	Email	First Name	Last Name	Role	Action
project-contributor	project-contributor@vregion.s...	project	contributor	Project Contributor	Change role  
project-collaborator	project-collaborator@vregion....	project	collaborator	Project Collaborator	 Project Administrator Project Contributor Project Collaborator Datasteward
project-admin	project-admin@vregion.se	project	admin	Project Administrator	
petas7	petas7@vregion.se	Petrus&Aring:str&oum...	&Aring:str&oum;lm	Project Administrator	Change role  

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