

Gallery roles and permissions in Content Hubs

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 This article is designated for all users.

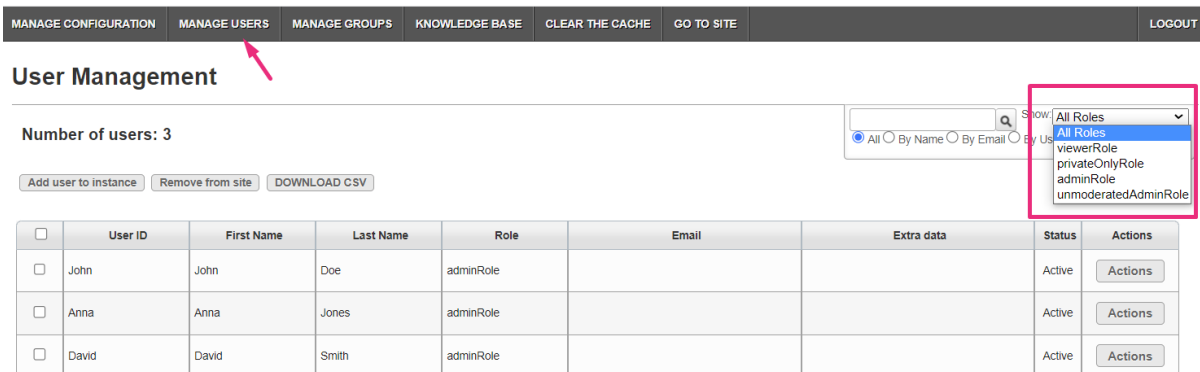
About

Galleries use a roles and permissions system. Gallery owners and managers can assign **Contextual roles**, defining user actions within a specific gallery (e.g., adding content).

Above these, **Applicative roles** are assigned globally by administrators to manage site-wide access and content distribution.

Applicative roles

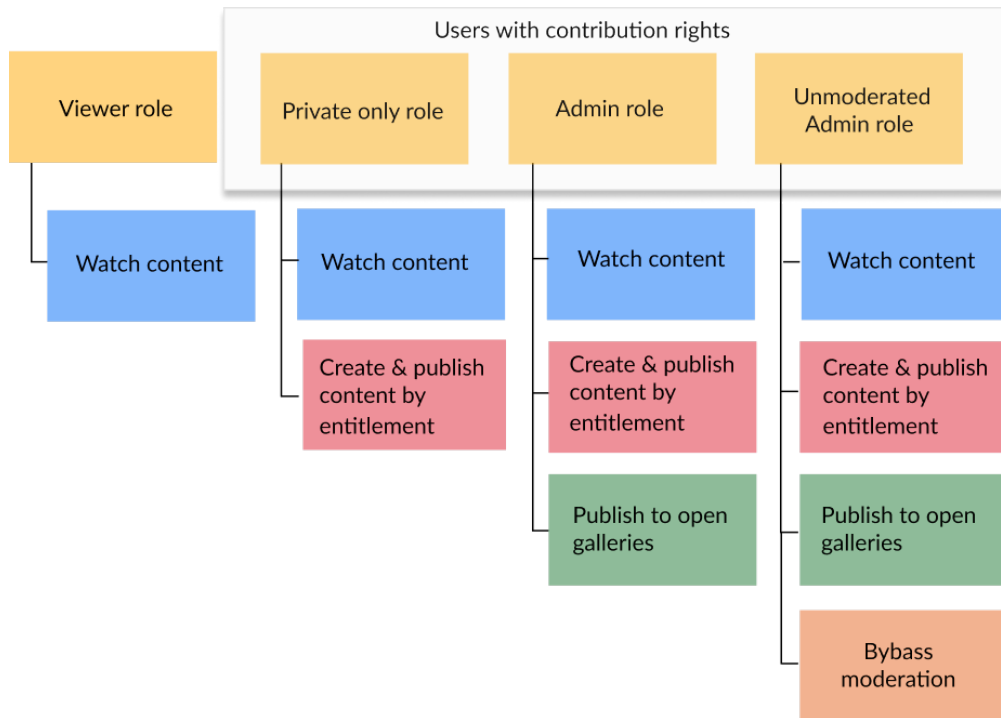
Applicative roles apply globally and concern what a user is entitled to do in the entire site. The applicative roles are **Viewer role**, **Private only role**, **Admin role**, and **Unmoderated admin role**, and they are [assigned in the Configuration Management console](#) (shown below):



The screenshot shows the 'User Management' section of a configuration console. A pink arrow points to the 'MANAGE USERS' tab. Below the navigation bar, there are buttons for 'Add user to instance', 'Remove from site', and 'DOWNLOAD CSV'. A search bar is present with radio buttons for 'All', 'By Name', 'By Email', and 'By User'. A dropdown menu is open, showing a list of roles: 'All Roles', 'viewerRole', 'privateOnlyRole', 'adminRole', and 'unmoderatedAdminRole'. Below this is a table with columns: User ID, First Name, Last Name, Role, Email, Extra data, Status, and Actions. The table contains three rows of user data.

<input type="checkbox"/>	User ID	First Name	Last Name	Role	Email	Extra data	Status	Actions
<input type="checkbox"/>	John	John	Doe	adminRole			Active	Actions
<input type="checkbox"/>	Anna	Anna	Jones	adminRole			Active	Actions
<input type="checkbox"/>	David	David	Smith	adminRole			Active	Actions

Applicative roles diagram



Viewer role

- Can browse open galleries and other gallery types by entitlement.
- Can't upload new content and doesn't have a [My Media](#) page.

Private only role

- Can browse open galleries and other gallery types by entitlement.
- Can contribute content with the available video creation tools enabled in their account, such as uploading content, recording from a webcam, recording screen, adding YouTube links, and creating a live stream entry.
- Can publish to any type of gallery by entitlement. Content published by a user with this role is subject to moderation if enabled on the gallery.

Admin role

- Can browse open galleries and other gallery types by entitlement.
- Can contribute content with the available video creation tools enabled in their account, such as uploading content, recording from a webcam, recording screen, adding YouTube links, and creating a live stream entry.
- Can publish to all open galleries and other gallery types with permission. Content published by a user with this role is subject to moderation if enabled on the gallery.

Unmoderated admin

- Can browse open galleries and other gallery types by entitlement.

- Can contribute content with the available video creation tools enabled in their account, such as uploading content, recording from a webcam, recording screen, adding YouTube links, and creating a live stream entry.
- Can publish to all open galleries and other gallery types with permission. Content published by a user with this role will bypass moderation if enabled on the gallery.

Unconfirmed viewer role

This role is similar to the [Viewer role](#) but with additional restrictions. Users can view content but cannot interact with it or make any changes to content or settings on the site.

For more details about the restrictions of this role, see our article [Unconfirmed Viewer Role](#).

Anonymous

An additional type of role is **anonymous**. Users can browse your site anonymously when 'anonymous' mode is enabled (your system administrator can enable this in the [Auth module](#) by setting allowAnonymous to 'Yes').

When an anonymous user clicks a link or button that requires a more advanced role, for example, [My Media](#), [My Playlists](#) or the [+Create](#) menu, a login screen will display.



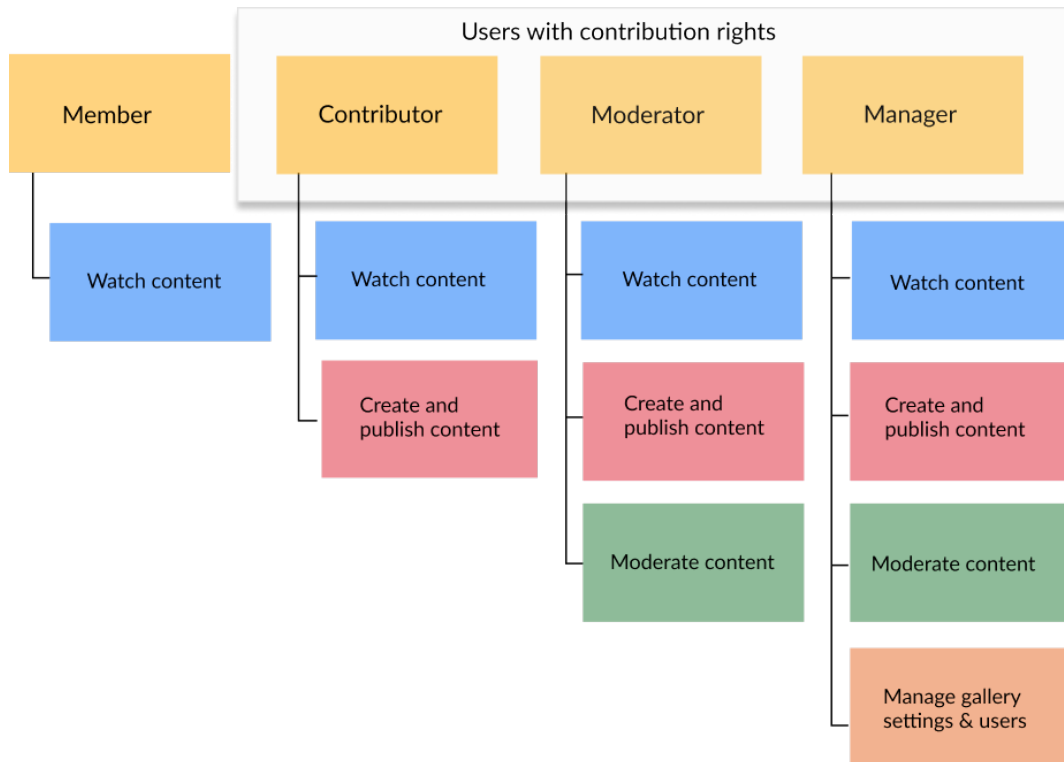
- Assigning roles can be handled in bulk using a comma-separated value (CSV) file. To learn more, refer to our article [Add end-users in bulk using a CSV file](#).
- Application roles are backward compatible.
- You can modify application role names to match your institutional terminology. See our [Manage users](#) article for more information.

Contextual roles

Contextual roles concern what a user is entitled to do within the context of the gallery. The contextual roles are **Member**, **Contributor**, **Moderator**, and **Manager**. For example, a user might have a Manager role for one gallery and a Contributor role for another gallery. Contextual roles are assigned by the gallery manager.

See [Edit a gallery](#) for more information.

Contextual roles diagram



Member

- Can access a gallery they're associated with and view its content.
- Can't add new content to the gallery they're associated with.

Contributor

- Can access a gallery they're associated with and view its content.
- Can add new content subject to moderation to the gallery they're associated with and in accordance with their application role (PrivateOnly role and above).
- Can edit or delete their own content.

Moderator

- Can access a gallery they're associated with and view its content.
- Can add new content to the gallery they're associated with in accordance with their application role (PrivateOnly role and above).
- Can access the moderation queue and approve or reject contributed content.
- Can edit or delete their own content.

Manager

- Can access a gallery they're associated with and view its content.
- Can add new content to the gallery they're associated with in accordance with their application role (PrivateOnly role and above).
- Can edit or delete their own content.

- Can access the moderation queue and approve or reject contributed content.
- Can edit the settings for the gallery, invite and manage users' permissions, access gallery analytics, and create sub-galleries.
- Can delete the gallery.



The **applicative role** takes precedence, for example, a user with the role of *Contributor* won't be able to upload content if they've been assigned an applicative role of *Viewer*.