

## Understanding and Assigning Web permissions

Web permissions can be granted to both Groups and Users. You may prefer to create Groups and add users rather than defining permissions users.

If different groups have different permissions, users assigned to multiple groups will have all of the permissions from the assigned groups.

The following table describes these permissions (which are required by certain users), and where the corresponding well permissions are found in the web interface.

<b>Web Permission Name What it does</b>	<b>Required by:</b>	<b>Steps to finding this functionality in Zedi Access:</b>
<p>Alarms - Acknowledge and Clear Alarms</p> <p>Function: User can acknowledge an alarm from the current alarm screen</p>	Operator	<p>1) Options icon on the Well Site Display</p> <p>2) Alarms</p> <p>This Permissions requires:</p> <ul style="list-style-type: none"> <li>• Alarms - Alarm Management Console</li> </ul>
<p>Alarms - Alarm Management Console</p> <p>User can open the alarm manager console, see current alarms and alarm history</p>	Operator	<p>1) Options icon on the Well Site Display</p> <p>2) Alarms</p> <p>3) Alarm History Tab</p>
<p>Alarms - Configure Alarm Settings</p> <p>User can change the specific alarm settings for wells.</p> <p>The user will also need the applicable well permission</p>	Operator	<p>1) Options icon on the Well Site Display</p> <p>2) Alarms</p> <p>3) Configure Alarms Tab</p> <p>This Permissions requires:</p> <ul style="list-style-type: none"> <li>• Alarms - Alarm Management Console</li> </ul>
<p>Alarms - Configure Contact Schedules</p> <p>User can edit and maintain Contact Schedules</p>	Operator	<p>1) Options icon on the Well Site Display</p> <p>2) Alarms</p> <p>3) Contact Schedule</p> <p>This Permissions requires:</p> <ul style="list-style-type: none"> <li>• Alarms - Alarm Management Console</li> </ul>

<p>Alarms - Edit Advanced Alarm Options</p> <p>User can edit and maintain advanced alarm options for Zedi Connect devices</p>	<p>Operator</p>	<ol style="list-style-type: none"> <li>1) Options icon on the Well Site Display</li> <li>2) Alarms</li> <li>3) Contact Schedule</li> </ol> <p>This Permissions requires:</p> <ul style="list-style-type: none"> <li>• Alarms - Alarm Management Console</li> </ul>
<p>Alarms - Enable and Disable Alarms</p>	<p>Operator</p>	<ol style="list-style-type: none"> <li>1) Options icon on the Well Site Display</li> <li>2) Alarms</li> <li>3) Configure Alarms</li> <li>4) Select your sensor for the alarm</li> </ol> <p>This Permissions requires:</p> <ul style="list-style-type: none"> <li>• Alarms - Alarm Management Console</li> </ul>
<p>Company - Company Default UOM</p> <p>User can change default UOMs from the company management console</p>	<p>Admin</p>	<ol style="list-style-type: none"> <li>1) Admin dropdown</li> <li>2) Units of Measure</li> </ol> <p>This Permissions requires:</p> <ul style="list-style-type: none"> <li>• Company - Company Management Console</li> </ul>
<p>Company - Company Management Console</p> <p>User can bring up the company management console and edit basic company information</p>	<p>Admin</p>	<ol style="list-style-type: none"> <li>1) Options icon on the Well Site Display</li> <li>2) Company</li> </ol>
<p>Company - Company Security</p> <p>User can change company security from the company management console</p>	<p>Admin</p>	<ol style="list-style-type: none"> <li>1) Options icon on the Well Site Display</li> <li>2) Company</li> <li>3) Security</li> </ol> <p>This Permissions requires:</p> <ul style="list-style-type: none"> <li>• Company - Company Management Console</li> </ul>
<p>Flow Parameters - Flow Parameter Console</p> <p>User can bring up the flow parameter console and view historical flow parameters</p>	<p>Operator</p>	<ol style="list-style-type: none"> <li>1) Well Site</li> <li>2) Options icon on the Well Site Display</li> </ol>

(Meter Parameters and Gas Comp)		
Flow Parameters - Gas Composition Import  User can import gas compositions	Admin	1) Options icon on the Well Site Display 2) Data Import  This Permissions requires: • Flow Parameters - Flow Parameter Console
Flow Parameters - Manage Gas Composition User can manage gas compositions from the flow parameter console	Admin	1) Options icon on the Well Site Display 2) Company  This Permissions requires: • Flow Parameters - Flow Parameter Console • Flow Parameters - Gas Composition Import
Flow Parameters - Manage Meter Parameters  User can manage meter parameters from the flow parameter console	Operator	1) Options icon on the Well Site Display 2) Meter Reports  This Permissions requires: • Flow Parameters - Flow Parameter Console
General - Field Contacts  Required to update field contact information in the Well Tree Administration window.	Admin	1) Options icon on the Well Site Display 2) Fields
General - MAP Display  User can bring up the map display	All	1) Map interface
General - Web Login  User can log into the website	All	1) Required to Login to ZediAccess.com
Location Properties - Add Location Properties to Sites  User can apply property types to individual sites.	Optional	1) Well Site 2) Location Properties
Location Properties - Manage Property Types	Optional	1) Option 2) Property Types

User can create static or episodic templates to capture information about equipment.		
Location Properties - Set Location Property Values  User can enter values for location property types that have been applied to sites.	Optional	1) Well Site 2) Location Properties
Location Properties- View Location Properties  User can view location property values for sites.	Optional	1) Well Site 2) Location Properties
QTRs - Correct QTRs User can correct QTRs and create  Corrected QTRs. The user will also require Correct QTR access to each well as well.	Operator	1) Well Site 2) Options 3) QTRs  This Permissions requires: • QTRs - Use QTR Console
QTRs - Use QTR Console  User can access the QTR console and view historical QTR information	Operator	1) Well Site 2) Options 3) QTRs
Reports and Data - Configure Automated Exports  User can edit automated data pushes for the company	Operator	1) Options icon on the Well Site Display 2) Data Push
Reports and Data - Manual Data Export  User can export data in a variety of export formats from the manual export tool for any well they have Basic Access to	Operator	1) Options 2) Data Expert
Reports and Data - Report Manager Console  Required to access Zedi Access Reporting	All	1) Zedi Access Reporting drop-down menu

<p>Reports and Data - Well Site Summary Daily and monthly production data for wells for which you have access</p>	<p>All</p>	<p>1) Options 2) Well Site 3) Summary</p>
<p>User Administration - Account Management Console</p> <p>Open the account management console. With no other permissions, the user will only be able to edit their personal account from the console</p>	<p>All</p>	<p>1) Options 2) User Manager</p>
<p>User Administration – Advanced Administrator</p> <p>Will support a variety of advanced administration commands. Currently, this setting allows a user to take ownership of another user's reports</p>	<p>Admin</p>	<p>1) Options 2) User Manager</p> <p>This Permissions requires:</p> <ul style="list-style-type: none"> <li>• User Administration – Account Management Console</li> </ul>
<p>User Administration- Copy Permissions</p> <p>Copying permissions will replace all of the following items on the target user or group, making it an exact copy of the source user or group: Well Permissions Web Permissions Group Membership</p>	<p>Admin</p>	<p>1) Options 2) User Manager 3) Copy Permissions</p> <p>This Permissions requires:</p> <ul style="list-style-type: none"> <li>• User Administration – Advanced Administrator</li> <li>• User Administration - Web Permission Admin</li> <li>• User Administrations – Well Permission Admin</li> <li>• User Administration - Manage Other Users</li> <li>• User Administration - Manage Groups</li> </ul>
<p>User Administration - Manage Groups</p> <p>User can add, remove, and change membership of groups in User Manager</p>	<p>Admin</p>	<p>1) Options 2) User Manager 3) Groups Tab</p> <p>This Permissions requires:</p> <ul style="list-style-type: none"> <li>• User Administration – Account Management Console</li> </ul>

		<ul style="list-style-type: none"> <li>• User Administration - Manage Other Users</li> <li>• User Administration - Web Permission Admin</li> <li>• User Administration - Well Permission Admin</li> </ul>
<p>User Administration - Manage Other Users</p> <p>Allows a user to manage, add and delete users in addition to managing their own account</p>	Admin	<ol style="list-style-type: none"> <li>1) Options</li> <li>2) User Manager</li> </ol> <p>This Permissions requires:</p> <ul style="list-style-type: none"> <li>• User Administration – Account Management Console</li> </ul>
<p>User Administration - View User Logins</p> <p>The user can view the user login history</p>	Admin	<ol style="list-style-type: none"> <li>1) Options</li> <li>2) Company</li> <li>3) User Logins</li> </ol> <p>This Permissions requires:</p> <ul style="list-style-type: none"> <li>• Company- Company Management Console</li> </ul>
<p>User Administration - Web Permission Admin</p> <p>The User can manage all company user/group access to any web permission to which they currently have access. A user can never remove their personal web permissions</p>	Admin	<ol style="list-style-type: none"> <li>1) User Manager</li> <li>2) Web Permissions</li> </ol> <p>This Permissions requires:</p> <ul style="list-style-type: none"> <li>• User Administration – Account Management Console</li> </ul>
<p>User Administrations - Well Permission Admin</p> <p>The User can manage all company user/group access to wells. They can administer permission for any user/group to any well either owned by the company, or Multi Company Access by the company</p>	Admin	<ol style="list-style-type: none"> <li>1) Options</li> <li>2) User Manager</li> <li>3) Well Permissions</li> </ol> <p>This Permissions requires:</p> <ul style="list-style-type: none"> <li>• User Administration – Account Management Console</li> </ul>
<p>Well Query</p> <ul style="list-style-type: none"> <li>• Company Location Summary</li> <li>• Locations with Short Reporting Interval export</li> </ul>	Admin	<ol style="list-style-type: none"> <li>1) Options</li> <li>2) Data Export</li> <li>3) Company Exports</li> </ol>
Wells - Event Log Console	Operator	<ol style="list-style-type: none"> <li>1) Well Site</li> </ol>

Allows User to view events and create manual events for wells		<ol style="list-style-type: none"> <li>2) Options</li> <li>3) Event Log</li> </ol>
<p>Wells - Field Management Console</p> <p>'Fields' link appears on the standard function bar. 'Site' link appears on well site function bar.</p>	Admin	<ol style="list-style-type: none"> <li>1) Options</li> <li>2) Fields</li> <li>3) Well Site</li> <li>4) Site</li> </ol>
<p>Wells - Hierarchy Console</p> <p>Allows creation and removal of hierarchies (fields) as well as assigning wells to fields</p>	Admin	<ol style="list-style-type: none"> <li>1) Options</li> <li>2) Fields</li> <li>3) Well Management</li> </ol> <p>This Permissions requires:</p> <ul style="list-style-type: none"> <li>• Wells -Field Management Console</li> </ul>
<p>Wells - Instrument Log Console</p> <p>User can access the instrument log for Smart-Alek devices</p>	Operator	<ol style="list-style-type: none"> <li>1) Well Site</li> <li>2) Options</li> <li>3) Instrument Log</li> </ol>
<p>Wells - Meter Report Console</p> <p>User can access the meter reports for wells</p>	All	<ol style="list-style-type: none"> <li>1) Well Site</li> <li>2) Options</li> <li>3) Meter Reports</li> </ol>
<p>Wells - Modify Remote Integration Tags</p> <p>User can modify remote integration tags on the "site" console</p>	Controls	<ol style="list-style-type: none"> <li>1) Well Site</li> <li>2) Options</li> <li>3) Site</li> </ol>
<p>Wells - Set Multi Company Access Permission Limits</p> <p>Required to have access to the Multi Company Access tab to Add, Modify and remove Multi Company Access affiliations in User Manager</p>	Admin	<ol style="list-style-type: none"> <li>1) Options</li> <li>2) User Manager</li> <li>3) Multi Company Access Tab</li> </ol>
Zedi SCADA - Admin Access	Zedi Customer Service	<ol style="list-style-type: none"> <li>1) Well Site</li> <li>2) Options</li> <li>3) Live Data</li> </ol>

User can configure settings on specific RTU's from the Live Data		
Zedi SCADA - Control Access User can use Live Data Interface	Controls	<ol style="list-style-type: none"> <li>1) Well Site</li> <li>2) Options</li> <li>3) Live Data</li> </ol>
Zedi SCADA - Edit Access User can edit Live Data screens	Zedi Customer Service	<ol style="list-style-type: none"> <li>1) Well Site</li> <li>2) Options</li> <li>3) Live Data</li> </ol> <p>This Permissions requires:</p> <ul style="list-style-type: none"> <li>• Zedi SCADA - Admin Access</li> </ul>
Zedi SCADA - Use Zedi SCADA Sub –System  User can access Zedi SCADA screens Zedi SCADA devices	Controls	<ol style="list-style-type: none"> <li>1) Well Site</li> <li>2) Options</li> <li>3) Live Data</li> </ol>
zed PAC - Manage Pollsets  User can assign IO points to a pollset.	Zedi Customer Service	<ol style="list-style-type: none"> <li>1) Well Site</li> <li>2) Options</li> <li>3) Site</li> <li>4) Pollsets</li> <li>5) Edit</li> </ol> <p>This Permissions requires:</p> <ul style="list-style-type: none"> <li>• Wells - Field Management Console</li> <li>• Wells - Hierarchy Console</li> </ul>
zed PAC - Manage Reporting Intervals	Zedi Customer Service	<ol style="list-style-type: none"> <li>1) Well Site</li> <li>2) Options</li> <li>3) Site</li> <li>4) Reporting Interval</li> <li>5) Edit</li> </ol> <p>This Permissions requires:</p> <ul style="list-style-type: none"> <li>• Wells - Field Management Console</li> <li>• Wells - Hierarchy Console</li> </ul>