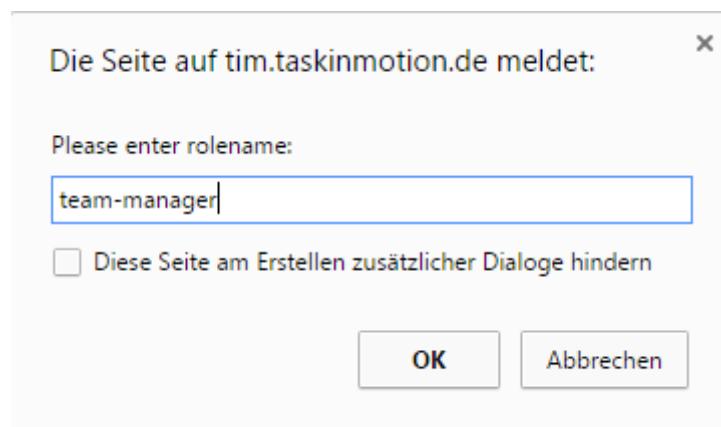
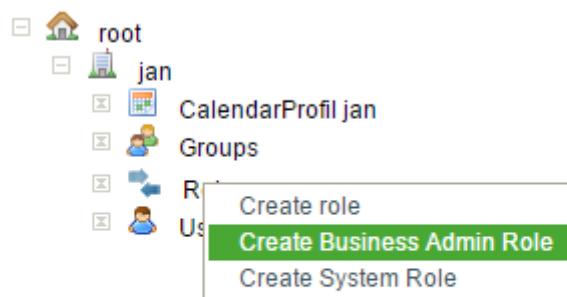


Role: Team Manager

With the administration client it is possible to create [roles](#). The role “team manager” is a special role; with this role, it is possible to declare one or more users as “team leader” of a group. Team leaders are allowed to [assign](#) tasks to other member of the group. Assignments can only be made to members in the same group. If the role “Team Manager” is already defined in the system, step 1 can be skipped.

Creating a Team Manager

1. (This step can be skipped if the role already exists) First, the role “team-manager” has to be created. (create new roles: [Administration](#))



2. The second step is to define one or more users as team manager(s) by designating them this role. To do this, the user is selected from the group list. Next, a pop-up window appears, in which the new role is selected.

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09:55

The screenshot shows the TIM software's user management interface. On the left is a tree view of users and groups. A selected user, 'User - Procurement', is shown in a properties dialog on the right. The properties include:

- Name: User - Procurement
- User: m, p (pm)
- ID: 795378
- Roles: Gurkner, team-manager, wurst

A 'Save' button is at the bottom right of the dialog.

3. The team manager can now **assign** tasks within his group. This is possible using the properties menu of the chosen task.

The screenshot shows the 'Assignment' dialog. It has two main fields:

- Group:** GruppeA
- Actor:** please select... (highlighted in blue)

The 'Actor' field dropdown also lists other users: Hans (test2), Neumaier, Maximilian (pm), and test, test (test).

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