

Edit My Workspace Link Permissions

[My Workspace](#) > [My Workspace Links](#)

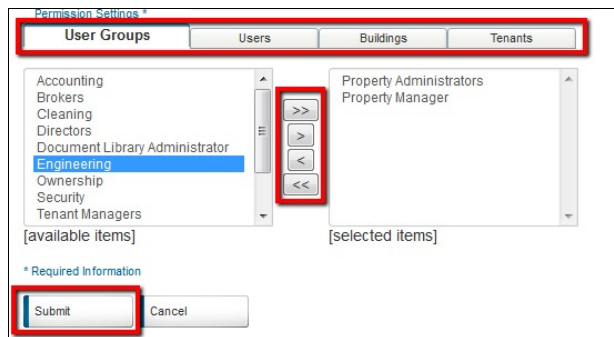
Edit Link Permissions:

1. Go to **My Workspace** > **My Workspace Links**.
2. Locate the desired link and click on **Edit**.



<input type="checkbox"/>	Name	Type	
<input type="checkbox"/>	Weight Watchers Support Group	BulidingServices	Edit
<input type="checkbox"/>	Brian Employees	BulidingServices	Edit
<input type="checkbox"/>	Lease Intelligence Demo	BulidingServices	Edit
<input type="checkbox"/>	LI DEMO	BulidingServices	Edit
<input type="checkbox"/>	rCash	BulidingServices	Edit
<input type="checkbox"/>	Change a Light Change the World	BulidingServices	Edit

3. Under **Permission Settings**, click on the **User Groups**, **Users**, **Buildings**, or **Tenants** tab.
4. From the desired tab, move your permissions selection from the **Available Items** list to the **Selected Items** list using the arrows.
5. Click on **Submit**.



Permission Settings *

User Groups Users Buildings Tenants

Accounting
Brokers
Cleaning
Directors
Document Library Administrator
Engineering
Ownership
Security
Tenant Managers

[available items]

>>
>
<
<<

Property Administrators
Property Manager

[selected items]

* Required Information

Submit Cancel