

Administrator Profiles

Administrator Profiles are the permission groups that determine **which screens a panel account can see and which actions it can perform**. You create a profile once and assign it to several administrators, so permissions are managed in one place rather than account by account.

“ How do I open this screen? From the left menu, go to **Settings → Administrator Profiles**.

The screenshot shows the Useroam web application interface. On the left is a dark blue sidebar menu with the 'Menü' header. The 'Ayarlar' (Settings) option is expanded, showing a list of settings including 'Hotspot QR Kodu', 'Bildirimler', 'Cihaz Ayarları', 'Yöneticiler', 'Yönetici Profilleri' (highlighted), 'SMS ayarları', 'Whatsapp Ayarları', and 'Lisans Bilgileri'. The main content area is titled 'Yönetici Profilleri' (Administrator Profiles) and shows a breadcrumb 'Dashboard > Yönetici Profilleri'. Below the title is a green '+ Yeni Profil' button. A table titled 'Yönetici Profilleri' is displayed with two columns: '#' and 'GRUP ADI'. The table is currently empty, showing 'Veri Yok' (No data). The footer contains copyright information 'Copyright ©2025, Useroam Teknoloji' and links for 'Yardım', 'Şartlar', and 'Gizlilik'.

#	GRUP ADI
Veri Yok	

Profile list

The table has two columns:

- #: the profile's row number.
- **GROUP NAME:** the name of the profile.

If no profile has been defined yet, the table shows "*No Data*". In that case administrators operate with the default permissions.

New Profile

Use the **New Profile** button at the top right to create a permission group. Give the profile a name and tick the menus and screens that group may reach.

Common examples:

- **Reception:** only the Hotel Solution (request monitor, room board) and the guest lists.
- **Marketing:** only Bumerang (campaigns, surveys, reports); system settings closed.
- **Technical:** Settings and 5651 logs; marketing modules closed.

“ **Tip:** start with the narrowest permissions and widen them as needed. Keeping screens such as Device Settings and License Information restricted to the technical team prevents accidental changes.

“ **Related pages:** **Settings** → **Administrators** (accounts), **Analytics and Reports** → **Audit Log**.

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