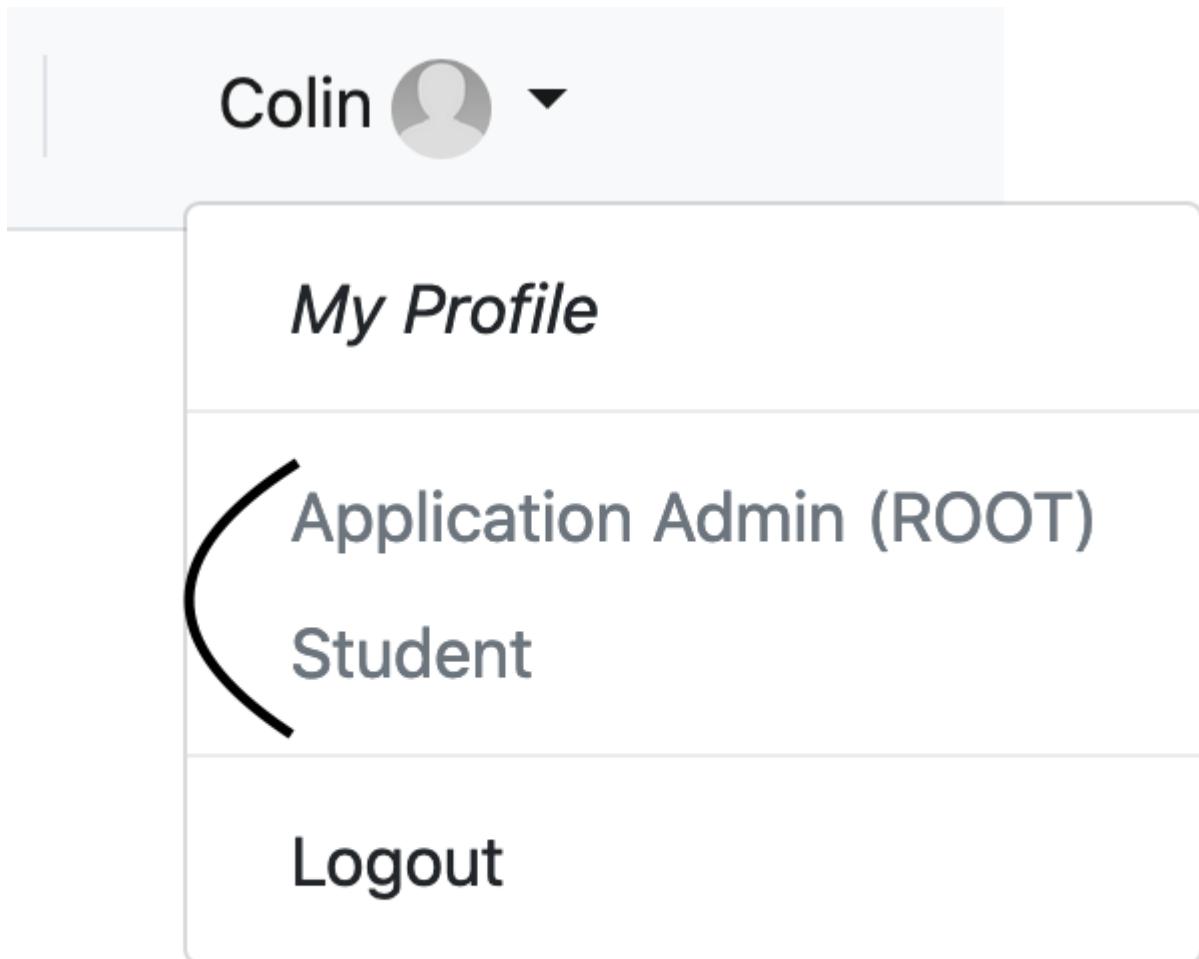


## Roles in Gradmin

Read about [roles](#) for detailed specifics about roles.

## Determine Your own Roles

On all screens in the extreme top right is a link with your Name. Click the link to reveal a menu which contains a list of the Roles that you have been granted. In the image below, the two Roles that are held by this user have been highlighted with a black curve.

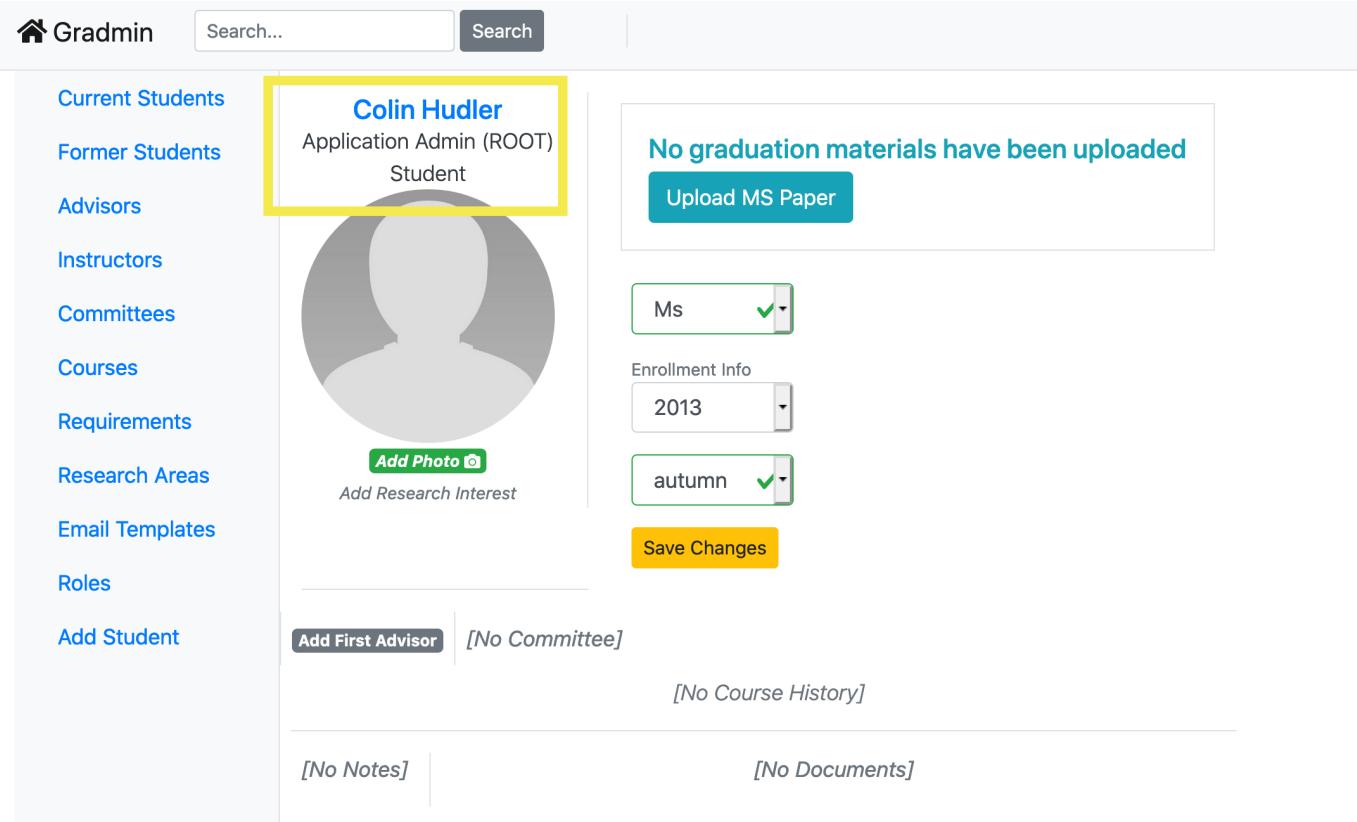


## Determine the Roles of another user

Roles are shown under the user's Display Name on most information screens. In the image below, highlighted portions show clickable Role targets that lead to more information about the user's role

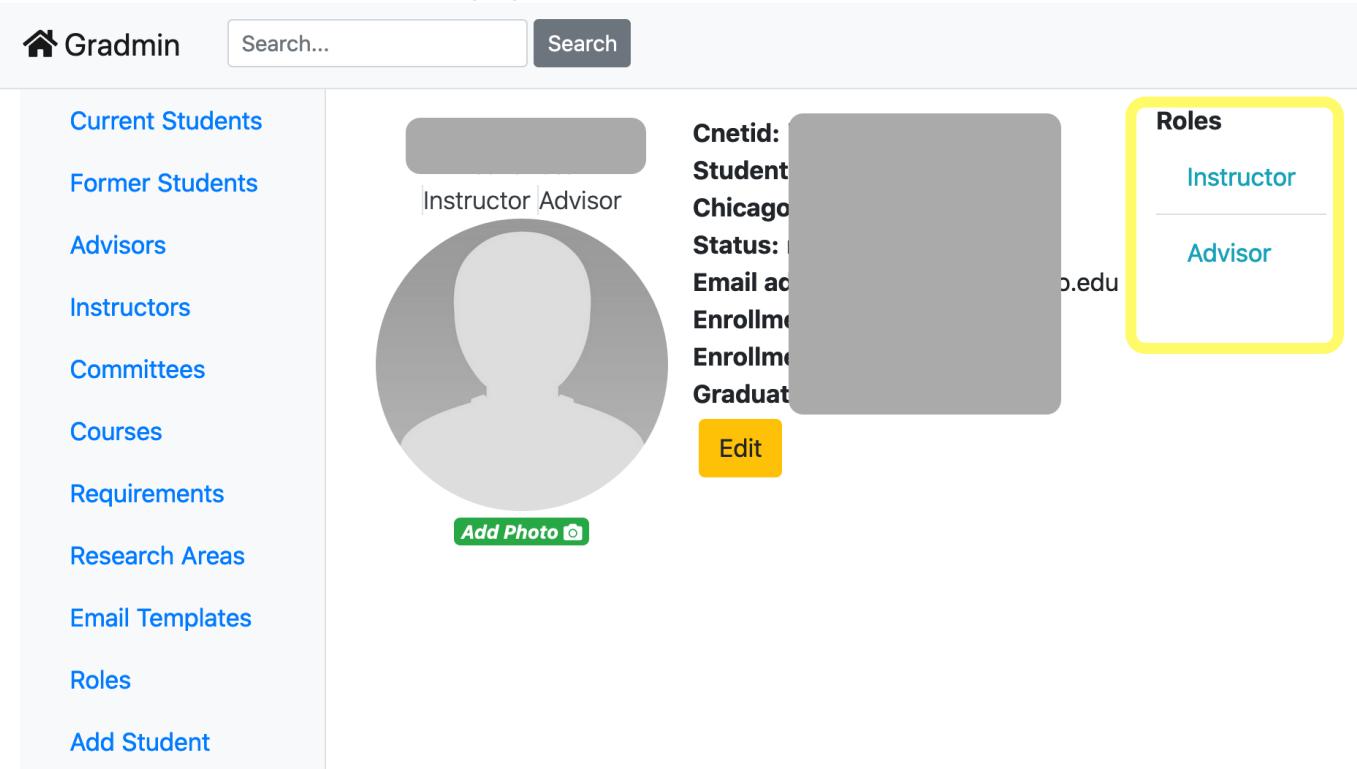
attestation, and editing options for admins. See [roles](#) for more information about administrative role actions.

Roles are shown directly below the user's Display Name



The screenshot shows the Gradmin user profile page. The top navigation bar includes a home icon, the text 'Gradmin', a search bar with placeholder 'Search...', and a 'Search' button. The left sidebar contains links for 'Current Students', 'Former Students', 'Advisors', 'Instructors', 'Committees', 'Courses', 'Requirements', 'Research Areas', 'Email Templates', 'Roles', 'Add Student', and 'Add First Advisor' (disabled). The main content area displays the user 'Colin Hudler' with the title 'Application Admin (ROOT) Student'. A yellow box highlights this title. Below the title is a placeholder profile picture with an 'Add Photo' button. To the right, a box states 'No graduation materials have been uploaded' with a 'Upload MS Paper' button. Further down are dropdown menus for 'Ms' (selected), 'Enrollment Info' (2013), and 'autumn' (selected), followed by a 'Save Changes' button. At the bottom, there are links for '[No Notes]' and '[No Documents]'. The URL in the browser is https://howto.cs.uchicago.edu/techstaff:gradmin:determine\_my\_roles?rev=1595416074

Roles are shown on non-student display screens as well



The screenshot shows a non-student display screen, likely for an Instructor or Advisor. The top navigation bar is identical to the previous one. The left sidebar contains the same list of links. The main content area shows a placeholder profile picture with an 'Add Photo' button. To the right, a large gray box displays user information: 'Cnetid: [REDACTED]', 'Student [REDACTED]', 'Chicago [REDACTED]', 'Status: [REDACTED]', 'Email address: [REDACTED]@uchicago.edu', 'Enrollment: [REDACTED]', 'Enrollment: [REDACTED]', 'Graduation: [REDACTED]'. Below this is an 'Edit' button. To the right of the gray box is a yellow-outlined box labeled 'Roles' containing 'Instructor' and 'Advisor'. The URL in the browser is https://howto.cs.uchicago.edu/techstaff:gradmin:determine\_my\_roles?rev=1595416074

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