

System administrator

Some of the configuration features of the Conference Rooms system are accessible only for the administrators group.

[Read more](#) about configuring Conference Room including administrators group name

Checking if you are an admin

There is a label in the title bar on the dashboard and check config pages that describe your current role. If you see the `You are admin` label it means that you have the admin rights.

The screenshot shows the 'Room reservation system' dashboard. The title bar on the left says 'Room reservation system' and on the right, it says 'YOU ARE ADMIN' with a user icon. Below the title bar, there are navigation options: '<' and '>' for navigation, and 'TODAY', 'WEEK', 'DAY', 'PENDING', 'MY', and 'MY ROOMS' for view selection. The 'DAY' view is selected, and the date '27 May 2020' is displayed. Below this is a calendar grid with columns for days 06 to 17 and rows for resources: 'Intalio HQ', 'Computer Room', 'Conference Room (1st f)', and 'Conference Room (2st f)'. A red vertical line is positioned at the 16th column.

Resources	06	07	08	09	10	11	12	13	14	15	16	17
▼ Intalio HQ												
Computer Room												
Conference Room (1st f												
Conference Room (2st f												

Revision #4

Created 27 May 2020 13:35:17 by editor

Updated 27 May 2020 14:34:02 by editor