Space permissions

Important notes regarding Anonymous access

> ⊘ **Do not grant anonymous users more then View permission**
>
> Anonymous users should never be granted any permissions beyond View access.
>
> Allowing further access could compromise the security of the RIT Wiki and opens up the wiki to spamming and inappropriate use of RIT resources.
>
> This policy is governed by the RIT Code of Conduct for Computer and Network Use agreed to by all users with an RIT Computer Account and is included in the footer of every page of the RIT Wiki.
>
> Permissions for anonymous users beyond viewing will be removed by wiki administrators without confirmation.

> ⚠ **Anonymous access to course related spaces requires permission from all students before being enabled**
>
> When configuring permissions on a course-related Wiki space, instructors should not enable Anonymous access as this can be considered a *Family Educational Rights and Privacy Act* (FERPA) concern.
>
> Per the U.S. Department of Education (http://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html):
>
> > *Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. ...*
>
> With Anonymous access enabled on a Wiki space, anyone may view any unrestricted pages and the history of those pages which discloses student names and enrollments associated to that course offering. Student names are listed by default as the creator and editor on pages, and named in the page history with each edit. Student names may also be listed in the content of a page, and even if removed they will remain in the history associated with that page.
>
> We have administratively restricted Anonymous users access to the full user profile but that is the limit of restrictions that can be placed on that access globally.

Accessing the Space Permissions area

1. Within your space, click on the "Browse" drop-down menu, and select "Space Admin" (if you do not have the browse option look for Space tools at the bottom left of your screen)
2. Next, choose the "Permissions" link on the left under the "Security" section
3. Click on the "Edit Permissions" button to modify individual user or group permissions on your wiki

- If you are adding a new user or new group follow steps 4-6, if you are editing existing permissions for a user or group follow steps 7-8.

Adding new users or groups

1. Add new users by typing their RIT username in the text field below the "Individual Users" table. If you do not know their username, you can click on the magnifying glass icon to search for a user by name (you can do also search for LDAP groups in the group area)
2. Click the Add button to add the new user or group, and then click on the different check boxes next to the new user to assign their permission levels
3. Click on the Save All button when you are done making changes

Changing user or group space permissions

1. Click on the different check boxes next to the user or group to adjust their permission levels
2. Click on the Save All button when you are done making changes

> ⚠ *A group called confluence-administrators should be listed under your groups. This group is comprised of technical support staff who can assist you in the event of a problem with your wiki. Please do not delete the confluence-administrators group from your space permissions.*