

# How to: Create Roles

## 11.2

February 2026

### DOCUMENT ACCESS

Public

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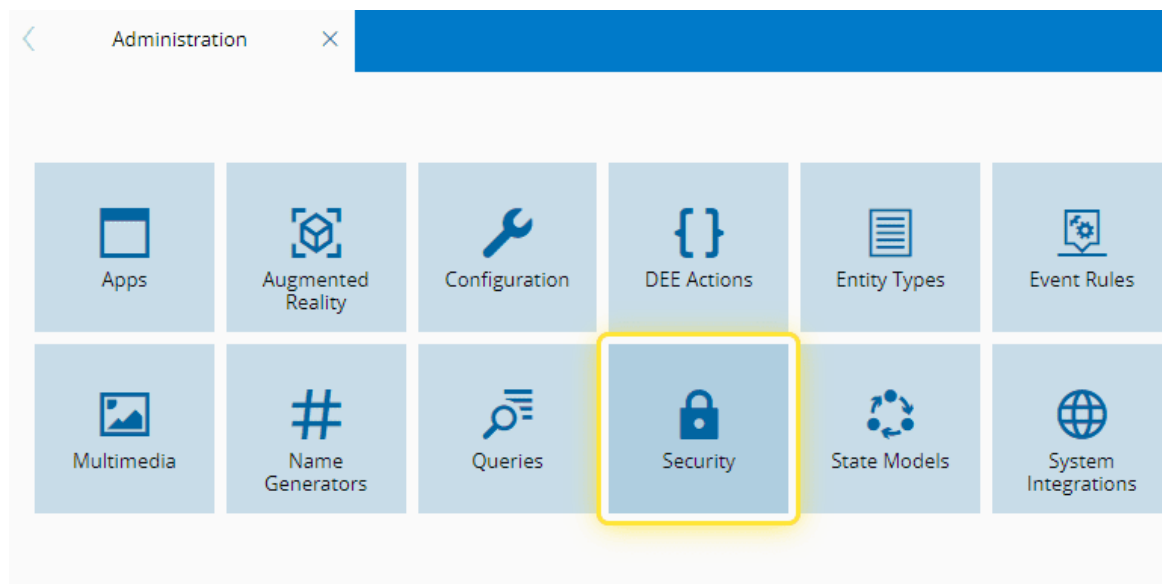
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## How to: Create Roles

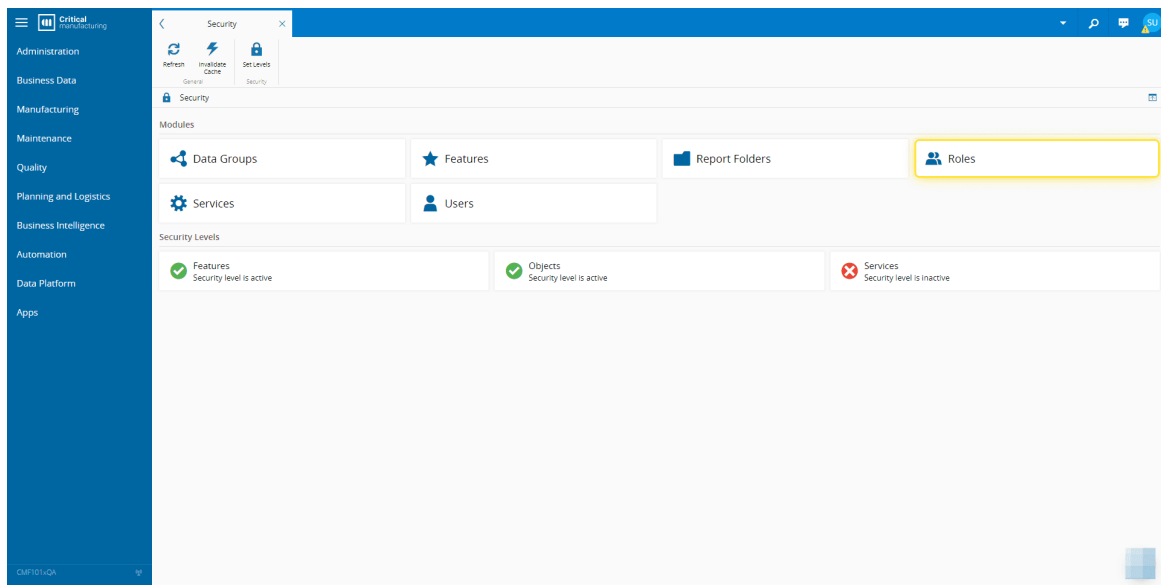
1. Go to the Administration menu.



2. Select the Security entity.

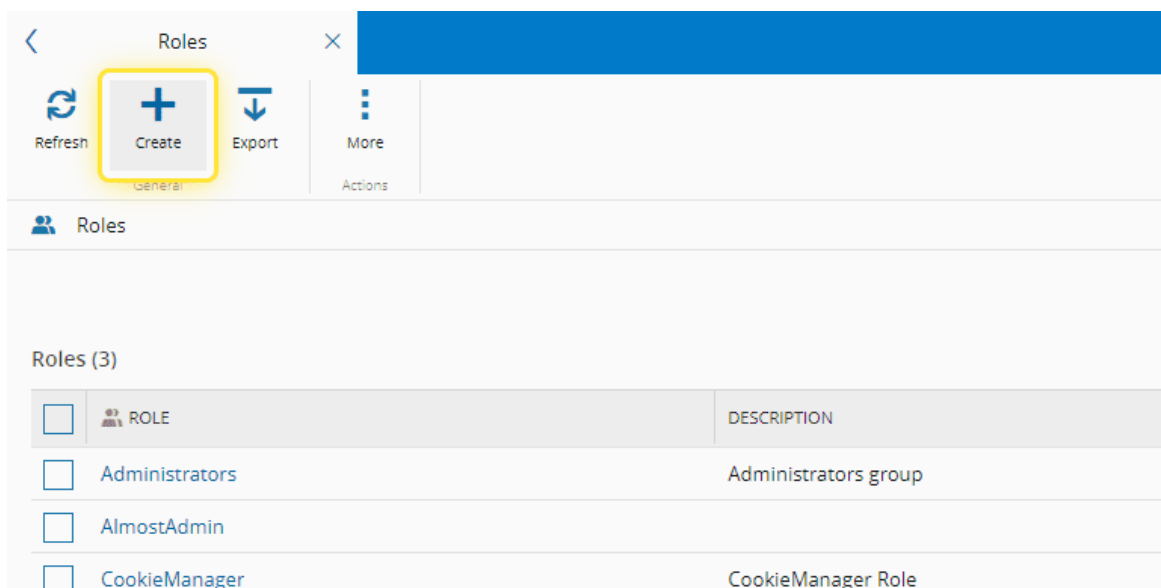


3. Select the Roles option.



4. Select the Create button.

For more information, see [Roles - Critical Manufacturing Documentation Portal](#)



5. Complete the necessary fields and select Create.

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Roles

### + Create New Role

**General Data**

Name: CookieManager\_01

Description: Role for cookie-related tasks

Auto-Lock Timeout: 180 seconds

Distribution List: manager@cookiefactory.com

Is Active Directory Group: ☐

Is OAuth Scope: ☒

Comments:

Cancel Create



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