User Can See an Event But Cannot Edit

If one of your users can't edit an event in 25Live, it may be that their security group's Object Level Security is not set up correctly for that event. Follow the steps below to troubleshoot this issue.

These Steps Make The Following Basic Assumptions

1. This user has logged into Series25, via 25Live.

2. This user has enough Event Functional Security to see events and edit them (i.e. at least 'Edit' access to Cabinets, Folders, and Events).

Troubleshooting Steps

i

Check the Event Security

- In the 25Live Group Administration tool, select Event Security from the Configure... menu.
- Select Events from the Find dropdown menu.
- Search for the event that the user cannot edit.

[™] 25Live		Group Ad	ministration	(?) Help	≡ More
Group Administration •					
Search by Group					
Enter Keyword	Сору	y I	Delete Security	Configure.	
Viewing 22 of 22 groups (1 selected)			Members		
Select or Deselect All Except Sys Admin Group	Select One or More Groups		Event Form	n Presentatior	n
Group Name	Description		Event Sec	urity	
Service Provider - Facilities			Location S Organizatio	ecurity on Security	
Service Provider - Food Service			Report Sec Resource S	curity Security	
Image: The Ever	nt Security option in the Configure drop	down mei	nu.		

• Check that the object security selection is **Edit**, **Delete**, **Copy** OR **Edit** for all security groups that should be able to edit this event.

Edit Event Securi	ty 🛛					Configure
Find Events ~	by OR:	Select E	event Search	~		
Additional Filter Options	Select All Event	Deselect All	×	•		
Selected Events (1)		~				
«		Cle	ar event navigation			>
 25Live Event Event in the Events cabinet Update security options 	for 1Event ∽					
Object Security					Cancel S	ave
Group Name			Edit, Delete, Copy Select All	Edit Select All	View Only Select All	Not Visible Select All
Service Provider - Food Servic	e		•	0	0	0
Service Provider - Media Servi	ces		۲	0	0	0
	Llooro will poo	d the event	phiect security set to	Edit Delet	Comy or Edit	

Check New Event Rights

You may need to check the **New Event Rights** setting for the parent folder in the folder security settings. The security settings listed there are applied to every new event created in that folder, so changing these settings may prevent future events from being created with incorrect security.

- In the 25Live Group Administration tool, go to the Configure... > Event Security.
- Select Folders from the Find dropdown menu.
- Find the parent folder of the event from the search.
- Scroll down to Update security options section and select the Child Events tab.
- Check that the selection is "Edit, Delete, Copy" or "Edit" for all security groups you don't want to experience this issue in the future.

CollegeNET Series25 Help and Customer Resources

ZOLIVE				Grou	p Administration	(?) Help	🔳 More
Edit Event Securit	y⊙					Con	nfigure
Find Folders ~	by OR:	Select Event Search	~	Selected Folde	rs (1)		``
	Select All Deselect A						
Additional Filter Options	Search by Name or View A	All Folders	~				
8		Clear event navig	ation				
Select All / Deselect All Events Folder in the Events cabinet	(\mathbf{Y})						
Select All / Deselect All Events Folder in the Events cabinet Update security options for	• 1Folder ~						
Belect AI / Deselect AI C Events Folder in the Events cabinet Update security options fo Object Security Child F	rr 1Folder ~				Cancel See	×8	
Select AI Dealect AI C Events Polar in the Events cabled Update security options fo Object Security Child F Group Name	er 1Folder × olders Child Events Beret events gotion (New Event Rights)		It, Delete, Copy Select All	Edit Select All	Cancel See View Only Select All	Not V Sele	/isible cct All
Steect AI / Devoted AI Security Folder in the Events cabinet Update security options fo Object Security Child F 3roup Name Service Provider - Food Service	or 1 Folder ~ Child Events Select excerty color (New Event Rights)		it, Delete, Copy Select All	iidit Select All	Cancel Saw View Only Select All	Not V Sele	/isible kct All