Roles in New Exalate

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Every connection in Exalate has users who have access to it — the ones who set it up, and the ones who help maintain it.

New Exalate defines two roles for what each user can do: **Owner** and **Collaborator**.

- **Owner** — full control over the connection, including its systems, its users, and its lifecycle.
- **Collaborator** — can do the day-to-day work of keeping a connection running (like editing scripts, versions, labels), but can't update system authentication or manage the connection's administrative settings.

Permissions by Role

Membership & Invitations

Action	Owner	Collaborator
Invite an Owner	✅	✅
Invite a Collaborator	✅	✅
Cancel a pending invitation	✅ (any)	✅ (only ones they sent)
Remove an Owner	✅*	✅
Remove a Collaborator	✅	✅ (only ones they invited)
Leave the connection	✅*	✅

* Every connection must keep at least one Owner.

Technical Rights

Action	Owner	Collaborator
Work with scripts, triggers, and versions on either side	✅	✅
Publish changes (when publish approval is off)	✅	✅
Create and manage labels	✅	✅

Authentication & Configuration

Action	Owner	Collaborator
Update system authentication	✅	✅
Enable or disable the Sync Panel	✅	✅

Publish Approval

Action	Owner	Collaborator
Switch publish approval on or off	☐	☐
Choose who approves each side	☐	☐
See who approves each side	☐	☐
Submit a draft for review	☐	☐
Approve or request changes for a side	☐*	☐*
Publish directly while approval is on	☐**	☐**

* Only if ticked as approver for that side.

** Only if ticked as approver on both sides. An approver is an Owner or Collaborator who is ticked for a side. It isn't another role.

Connection-Level Administration

Action	Owner	Collaborator
Deactivate and activate connection	☐	☐
Delete the connection	☐	☐

Sync Panel User

There's a third role worth knowing about: the **Sync Panel User**. Unlike an Owner or a Collaborator, a Sync Panel User doesn't sign in to the New Exalate console at all — their access is limited entirely to the Sync Panel browser extension, where they can check sync status and trigger manual syncs on the systems they're allowed to see. They have no permissions inside New Exalate console itself.

Access is controlled per side, by email domain, from the Connection Properties page. See Sync Panel in New Exalate and Give Access to the Sync Panel for details.

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