

## Maintenance Program Management (MPM) – Definition of User Roles

View Only	Allows a user to view all applicable screens. The user will not have the ability to edit or approve any screen.
Editor	Allows the user to view and edit all applicable screens. The user will not have the authority to approve any screen.
Approver	<b>County:</b> Allows the county user to view and approve all applicable screens. The county user will not have authority to edit any screen. <b>BHM:</b> Allows the BHM (WisDOT) user to view and approve all applicable screens. The BHM user will not have authority to edit any screen.
Notifier	Allows the user to be notified via email when a workflow step has been completed. The system will also notify users when tasks are coming due as well as when tasks are past due.

### **Default Roles**

Office Managers	County Annual Financial Reports and County Annual Surveys	Editor, Notifier, (Approver – optional)
Commissioners	County Annual Financial Reports and County Annual Surveys	Approver