



GUIDE

2024

Oktana Calendar Permissions



oktana

The Oktana Calendar application assumes that users already have permissions on the Event object. Before assigning our permission sets make sure users have this permission by profile or permission set.

If you need to assign access to the Event object by profile you can follow the steps below.

Grant Access to Event Object

- 1. Log in to the Salesforce Org
- 2. Go to “**Setup**”
- 3. Type “**Profiles**” in the Quick Find box
- 4. Click on “**Profiles**”
- 5. Select the profile you want to give access to
- 6. In the “**Profile overview**” go to System section and click on **System Permissions**
- 7. Click on **Edit** and search **Edit Events** in the **Permission Name** Column and click on **checkbox** in order to enable.
- 8. Click on “**Save**” button.

System

Settings that apply across all apps, such as record and user management
[Learn More](#)

System Permissions

Permissions to perform actions that apply across apps, such as "Modify All Data"

Login Hours

Settings that control when users can log in

Login IP Ranges

Settings that control the IP addresses from which users can log in

Service Providers

Permissions that let users switch to other websites using single sign-on.

Session Settings

Settings that control required session security level and timeout for inactive sessions

Password Policies

Profile Based password policies

Default Experience

Setting for assigning a default community to a user profile

Edit Events

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Create, edit, and delete events.

The Oktana Calendar has two Permission Sets: Calendar Permission Set and Calendar_Global_View.

- Assign the **Calendar Permission Set** to allow users to use the Oktana Calendar functionalities. This permission set allows users to see only their own events.
- Besides the Calendar Permission Set, if you want to allow users to see other events, assign the **Calendar_Global_View** permission set.

Assigning Permissions

1. Log in to the Salesforce Org
2. Go to **“Setup”**
3. Type **“Users”** in the Quick Find box
4. Click on **“Users”**
5. Select the user you want to assign the permission set to
6. In the **“Permission Set Assignments”** related list, click on **“Edit Assignments”**
7. Select the permissions you want to assign based on your needs
8. Click on **“Save”** button

