

Changing Visibility Permissions of an Org's Content

When creating content within your organization, including news posts, photo galleries, documents, and forms, you can decide exactly who will have permission to see that content. For example, you might create a news post that you want only members in your organization's portal to be able to view. Or perhaps you create a form that you want to be accessible to anyone. To manage the visibility of any content, you will have to be an officer or a user who has access to manage that specific tool within the organization's portal. If you want to view or edit the visibility permissions of a news post, for example, here are the different levels of access:

Permissions

People allowed to view this article:

- The Public
- Anyone On Campus (Requires Authentication)
- Only People on the Organization Roster
- Only Organization Members in Specific Positions:

Permissions Definitions

Setting	Level of Access
The Public	Anyone in the world with the link to the content can access the page. They do not have to have an account in UNT's OrgSync.
Anyone On Campus	Users must login (authenticate using their EUID and password) to UNT's OrgSync to access the content.
Organization Roster	Only users on the Roster in the org's portal can see or access the content.
Specific Organization Positions	Only those in Positions selected will be able to access the content.

If you select the "Specific Organization Positions," you will have had to assign Positions to the membership in advance. For info about how to do that, see "Assigning People to and Changing Positions" [here](#). Here's a sample of what you'd see if you select that option.

Only Organization Members in Specific Positions:

- Member
- Staff Advisor
- Marketing Committee
- Special Events Committee
- Primary Contact
- President
- Vice President
- Director of Finance
- Director of Operations
- Faculty Advisor
- Traditions Committee
- Concerts Co-Chair
- Special Events Committee Chair
- Marketing Committee Chair
- Traditions Committee Chair

Positions that already have administrative access can not be deselected.