

Self-Service Rules

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Create rules to allow or deny self-service capabilities to selected users.

Add Self-Service Rule

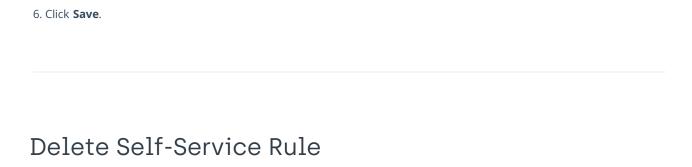
To add a self-service rule:

- 1. On the Self Service Rules page, click Add Self Service Rule.
- 2. In the side panel that opens, choose a rule **Type:**
 - Deny
 - Allow
- 3. Select **Users**:
 - Everyone
 - Domain user or group specify or search for the **Domain**
- 4. Select or add a **Target Group** from drop-down menu.
- 5. Confirm that the **Rule is active**.
- 6. Click Save.

Edit Self-Service Rule

To edit a self-service rule:

- 1. On the **Self Service Rules** page, click **Edit** to the left of a self service rule.
- 2. In the side panel that opens, you can edit the following options:
 - Type: Deny/Allow
 - Users: Everyone/Domain user or group
 - Target Group



To delete a self-service rule:

5. Confirm that the **Rule is active**.

On the **Self Service Rules** page, click **Delete** to the left of a self service rule and confirm the deletion.

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