**OVERVIEW**

Users in 4HOnline have different permissions based on their role.

**ROLES IN 4HONLINE**

- **Family members** can edit any of their personal information (first screen with all their contact and demographic info) and their projects (until the county cutoff date) after submitting enrollment. Prior to submitting can change anything.

- **Project Leaders** can see a list of members in the project in either the club or county, depending on the level of access granted by the county staff.

- **Club leaders** can see, but not edit the personal information, club and project selections for members and leaders. They can club-confirm members and leaders, but this does not finalize the enrollment, this only lets the county staff know the club has reviewed the enrollment. They can also run and create reports.

- **County staff** can do everything, except modify the “I agree” responses.

- If a club leader finds a mistake in years in 4H or something like that, the best option is to have the family go in and fix it, or the county can go in and fix it.