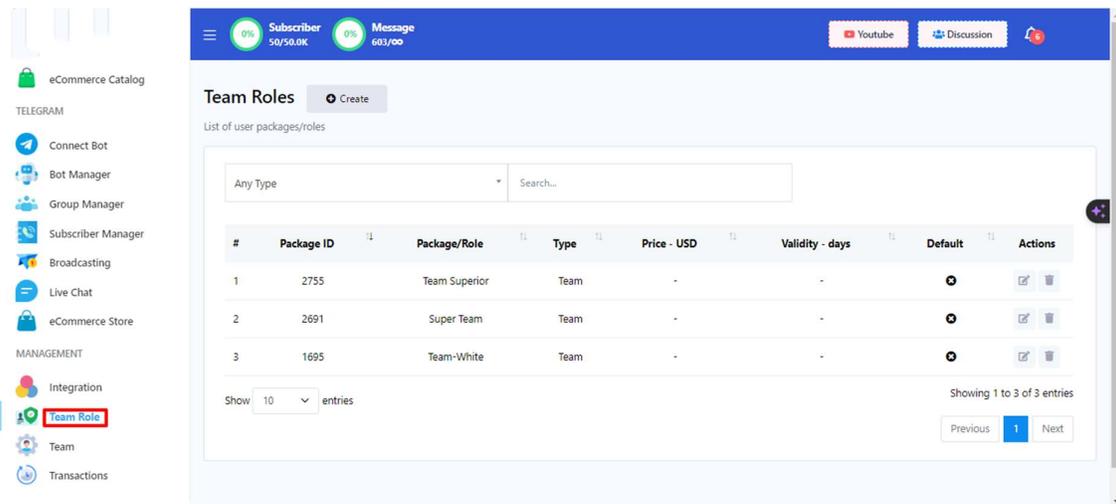


## Team Role

In our chatbot platform, a team role defines the specific duties assigned to each team involved in managing different tasks. A team can comprise multiple members. The process of adding team members is outlined in the Team section of our platform. To assign tasks to team members, you first need to establish a team role and then assign permissions for the tasks you want the team members to handle.

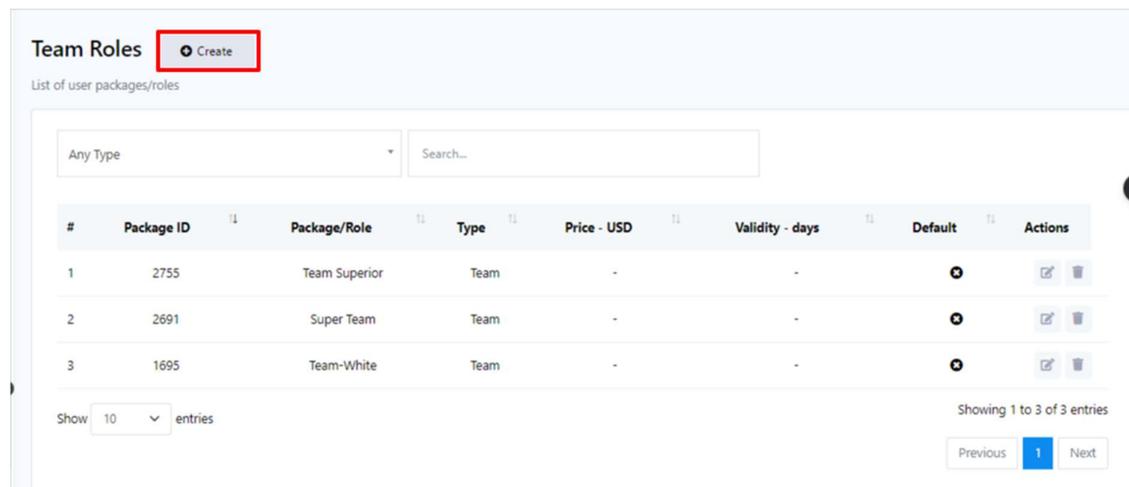
Here's how to create a Team Role:



The screenshot shows the 'Team Roles' management interface. The left sidebar contains a menu with 'Team Role' highlighted. The main area displays a table of user packages/roles.

#	Package ID	Package/Role	Type	Price - USD	Validity - days	Default	Actions
1	2755	Team Superior	Team	-	-	<input checked="" type="checkbox"/>	<a href="#">Edit</a> <a href="#">Delete</a>
2	2691	Super Team	Team	-	-	<input checked="" type="checkbox"/>	<a href="#">Edit</a> <a href="#">Delete</a>
3	1695	Team-White	Team	-	-	<input checked="" type="checkbox"/>	<a href="#">Edit</a> <a href="#">Delete</a>

Showing 1 to 3 of 3 entries



This close-up view shows the 'Team Roles' header with the 'Create' button highlighted. Below the header is a search bar and a table of existing roles.

#	Package ID	Package/Role	Type	Price - USD	Validity - days	Default	Actions
1	2755	Team Superior	Team	-	-	<input checked="" type="checkbox"/>	<a href="#">Edit</a> <a href="#">Delete</a>
2	2691	Super Team	Team	-	-	<input checked="" type="checkbox"/>	<a href="#">Edit</a> <a href="#">Delete</a>
3	1695	Team-White	Team	-	-	<input checked="" type="checkbox"/>	<a href="#">Edit</a> <a href="#">Delete</a>

Showing 1 to 3 of 3 entries

## Create Team Role

Create a new team role

### Information

TEAM ROLE NAME\*

1. Give team name

CONNECT ACCOUNT

SUBSCRIBERS

BOT MANAGER

LIVE CHAT

LIVE CHAT - ADVANCED

CREATE  UPDATE  DELETE  SPECIAL

BROADCAST

CREATE  UPDATE  DELETE  SPECIAL

2. Toggle needed options

WHATSAPP - WEBHOOK WORKFLOW

CREATE  UPDATE  DELETE  SPECIAL

WHATSAPP - ECOMMERCE CATALOG

CREATE  UPDATE  DELETE  SPECIAL

WHATSAPP - WORDPRESS/SHOPIFY INTEGRATION

CREATE  UPDATE  DELETE  SPECIAL

TELEGRAM - GROUP MANAGEMENT

CREATE  UPDATE  DELETE  SPECIAL

TELEGRAM - NATIVE ECOMMERCE STORE

Create

1. Begin by accessing your Dashboard, and then scroll down to the `Management` section.
2. Locate and click on the `Team Role` option.
3. Within the Team Role menu, click on the `Create` button.
4. Give a team name.

5. Toggle on the permissions that you want to give your team.
6. Click on Create.

Once you have created a team role, you can assign team members to it. For example, if you want a team to handle live chat functionality, you can create a team role for live chat and then create team members and assign them to this specific team role. You can also add team members to multiple team roles if needed.

## Team Member

On our platform, a team member is more than just a user. They are specialized individuals with access to a variety of features such as live chat and subscriber management. This role is particularly useful when you have a large number of registered users and need assistance with managing their data or other user-related tasks.

You have the flexibility to add team members as you need, each with access to different features based on the permissions you grant. This allows for efficient and effective management of your platform.

Note: It's important to note that a registered user cannot be converted into a team member. If a user has already registered with an email address, that address is stored in our database as a registered user, and cannot be used to create a team member profile. To add a team member, a new, unique email address is required. This ensures clear distinction between user roles and maintains the integrity of our platform's structure.

Here's how you can add a team member:

The screenshot displays a dashboard with a left sidebar and a main content area. The sidebar includes categories like 'TELEGRAM' and 'MANAGEMENT', with 'Team' highlighted in red. The main content area shows a 'Team Members' section with a 'Create' button and a table of members. The table has columns for Id, Avatar, Name, Email, Package/Role, Status, Actions, Expiry date, Created, Last login, and Last IP. There are 4 entries listed.

#	Id	Avatar	Name	Email	Package/Role	Status	Actions	Expiry date	Created	Last login	Last IP
1	52824		Queen	[REDACTED]	Team Superior	ON		-	2nd Nov 23	2nd Nov 23 14:48	103.121.61.148
2	51858		Ron	vovigig931@unbiex.com	Team Superior	ON		-	23rd Oct 23	1st Nov 23 11:42	103.121.61.148
3	51857		Charles	hamepof204@weirby.com	Super Team	ON		-	23rd Oct 23	23rd Oct 23 14:40	103.121.60.46
4	30150		Wilson	nayexet482@tutoreve.com	Team-White	ON		-	11th Jun 23	23rd Oct 23 13:17	103.121.60.46

## Team Members

[Create](#)

List of subscribed users & team members

Any Package/Role  Options ▾

#	<input type="checkbox"/>	Id	Avatar	Name	Email	Package/Role	Status	Actions	Expiry date	Created	Last login	Last IP
1	<input type="checkbox"/>	52824		Queen	ne	Team Superior	<input checked="" type="checkbox"/>		-	2nd Nov 23	2nd Nov 23 14:48	103.121.61.148
2	<input type="checkbox"/>	51858		Ron		Team Superior	<input checked="" type="checkbox"/>		-	23rd Oct 23	1st Nov 23 11:42	103.121.61.148
3	<input type="checkbox"/>	51857		Charles		Super Team	<input checked="" type="checkbox"/>		-	23rd Oct 23	23rd Oct 23 14:40	103.121.60.46
4	<input type="checkbox"/>	30150		Wilson		Team-White	<input checked="" type="checkbox"/>		-	11th Jun 23	23rd Oct 23 13:17	103.121.60.46

Show  entries

Showing 1 to 4 of 4 entries

[Previous](#) [1](#) [Next](#)

## Create Team

Create a new team member

### User Information

FULL NAME \*

EMAIL \*

MOBILE

PASSWORD \*

CONFIRM PASSWORD \*

ADDRESS

TEAM ROLE\*

Fill out the form

ALLOWED TELEGRAM BOTS

ALLOWED WHATSAPP BOTS

ALLOWED ECOMMERCE STORES

PASSWORD \*

CONFIRM PASSWORD \*

ADDRESS

TEAM ROLE\*

ALLOWED TELEGRAM BOTS

ALLOWED WHATSAPP BOTS

ALLOWED ECOMMERCE STORES

Status

Create

1. Begin by accessing your Dashboard, and then scroll down to the `Management` section.

2. Locate and click on the `Team` option.
3. Within the Team menu, click on the `Create` button.
4. Fill out the User Information form. Enter your full name, email, mobile, password, address, team role, allowed telegram bots, allowed WhatsApp bots, allowed ecommerce stores.
5. Toggle the status button.
6. Click on Create.

And your Team Member will be added. Let's dive into Team Roles Now!