

# Ed-Fi Sync Roles: Access vs. Admin

Ed-Fi Sync Tool Role Assignments



## Your Apps

Select an app to continue



### ASCENDER Enterprise

Suite of School Management Apps



### Security Audit

User Management and Auditing

The App Dashboard is currently displaying the ASCENDER Enterprise App for most users, unless the person logged in has the Security Audit role. The Security Audit role is responsible for adding roles and Ed-Fi access to users.

# Ed-Fi Sync Access vs. Ed-Fi Sync Admin Roles



**Who needs access to submit TSDS Data using the Ed-Fi Sync tool?  
Who will be the Ed-Fi Sync Admin?**

# Ed-Fi Sync Role Access

EDFI_SYNC_ACCESS	EDFI_SYNC_ADMIN
<p>Access to:</p> <ul style="list-style-type: none"><li>● Ed-Fi Sync Dashboard</li><li>● Data Explorer Tab</li><li>● Schedules Tab</li></ul>	<p>Access to:</p> <ul style="list-style-type: none"><li>● EDFI_SYNC-ACCESS (this role must be added first and then add the Admin role)</li><li>● District Data - Allows managing the ASCENDER database connection details (Key and Secrets)</li><li>● ODS Instances - ODS credentials</li><li>● ODS Delete - Data deletion on an ODS</li></ul>

# Ed-Fi Sync: Two Roles

EDFI_SYNC_ACCESS	EDFI_SYNC_ADMIN
<p>Access to:</p> <ul style="list-style-type: none"><li>● Ed-Fi Sync Dashboard</li><li>● Data Explorer Tab</li><li>● Schedules Tab</li></ul>	<p>Access to:</p> <ul style="list-style-type: none"><li>● EDFI_SYNC-ACCESS (this role must be added first and then add the Admin role)</li><li>● District Data - Allows managing the ASCENDER database connection details (Key and Secrets)</li><li>● ODS Instances - ODS credentials</li><li>● ODS Delete - Data deletion on an ODS</li></ul>

This is a district decision and might be the same person with both roles.

## Your Apps

Select an app to continue



### ASCENDER Enterprise

Suite of School Management Apps



### EDFI Sync

Ascender to Edfi Api Syncing Tool



### Security Audit

User Management and Auditing

Once the EDFI Sync role has been added to a user, the app will appear on the user's dashboard as displayed in the image above.

# Security Audit Personnel



Log out

-  User Management
-  Role Management
-  Login Activity Report

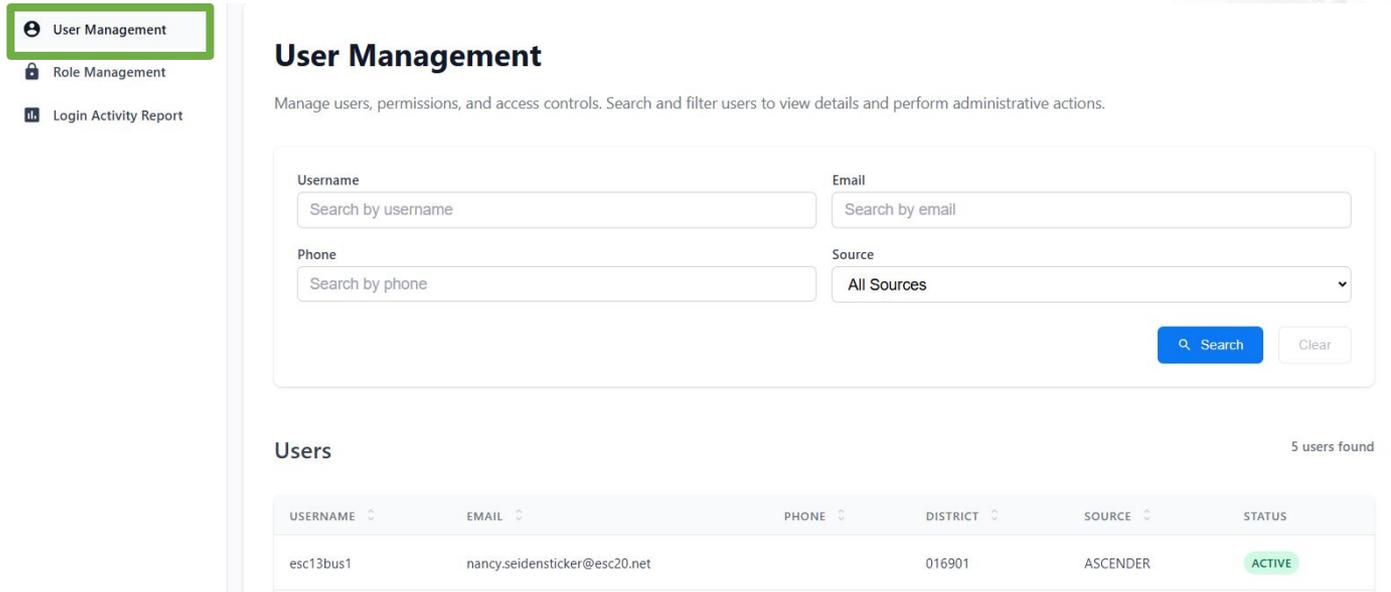
## Security Audit Dashboard

Welcome to the TCC Security Audit System

Function menu on left-hand side of the dashboard.

# User Management

This is the menu to manage users, permissions, and access controls. Search and filter users to view details and perform administrative actions.



The screenshot shows the 'User Management' interface. On the left is a navigation menu with three items: 'User Management' (highlighted with a green box), 'Role Management', and 'Login Activity Report'. The main content area is titled 'User Management' and includes a subtitle: 'Manage users, permissions, and access controls. Search and filter users to view details and perform administrative actions.' Below this is a search form with four input fields: 'Username' (placeholder: 'Search by username'), 'Email' (placeholder: 'Search by email'), 'Phone' (placeholder: 'Search by phone'), and 'Source' (a dropdown menu currently set to 'All Sources'). There are 'Search' and 'Clear' buttons. Below the search form is a table titled 'Users' with 5 users found. The table has columns for USERNAME, EMAIL, PHONE, DISTRICT, SOURCE, and STATUS. One user is listed with USERNAME 'esc13bus1', EMAIL 'nancy.seidensticker@esc20.net', PHONE '016901', SOURCE 'ASCENDER', and STATUS 'ACTIVE'.

**User Management**

Manage users, permissions, and access controls. Search and filter users to view details and perform administrative actions.

Username: Search by username

Email: Search by email

Phone: Search by phone

Source: All Sources

Search Clear

**Users** 5 users found

USERNAME	EMAIL	PHONE	DISTRICT	SOURCE	STATUS
esc13bus1	nancy.seidensticker@esc20.net		016901	ASCENDER	ACTIVE

- User Management
- Role Management
- Login Activity Report



## User Management

Manage users, permissions, and access controls. Search and filter users to view details and perform administrative actions.

<b>Username</b> Search by username	<b>Email</b> Search by email
<b>Phone</b> Search by phone	<b>Source</b> All Sources
<input type="button" value="Search"/> <input type="button" value="Clear"/>	

### Users

5 users found

USERNAME	EMAIL	PHONE	DISTRICT	SOURCE	STATUS
esc13bus1	nancy.seidensticker@esc20.net		016901	ASCENDER	ACTIVE

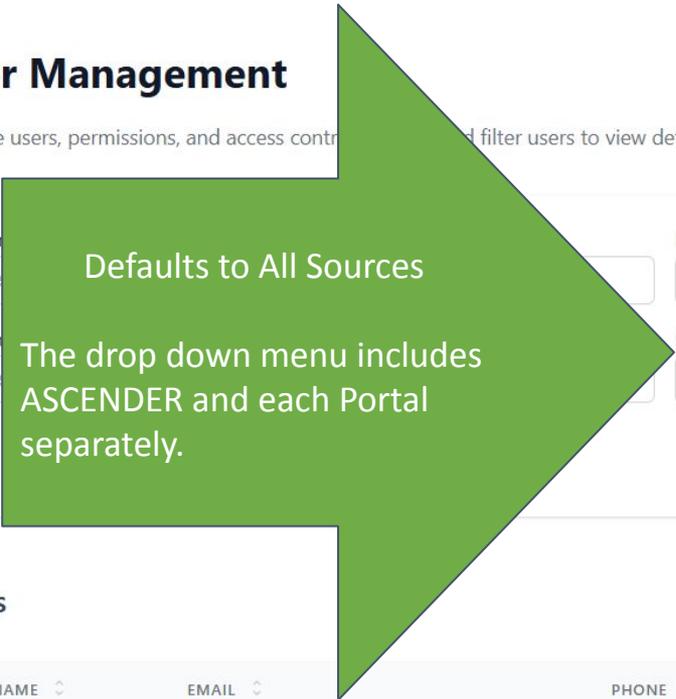
- User Management
- Role Management
- Login Activity Report

## User Management

Manage users, permissions, and access control. Filter users to view details and perform administrative actions.

Search filters for User Management:

- User: Search by username
- Phone: Search by phone number
- Email: Search by email
- Source: All Sources (dropdown menu)
- Search: [Search] (highlighted with a green circle)
- Clear: [Clear]



### Users

5 users found

USERNAME	EMAIL	PHONE	DISTRICT	SOURCE	STATUS
esc13bus1	nancy.seidensticker@esc20.net		016901	ASCENDER	ACTIVE

- User Management
- Role Management
- Login Activity Report

## User Management

Manage users, permissions, and access controls. Search and filter users to view details and perform administrative actions.

Username

Email

Phone

Source

All Sources

Search

Clear

### Users

USERNAME	EMAIL	PHONE	DISTRICT	SOURCE	STATUS
esc13bus1	nancy.seidensticker@esc20.net		016901	ASCENDER	ACTIVE

Users Directory

Status

- User Management
- Role Management
- Login Activity Report

## User Management

Manage users, permissions, and access controls. Search and filter

Username

Search by username

Phone

Search by phone

### Users

USERNAME	EMAIL
esc13bus1	nancy.seidensticker@esc20.net

### User Details

Details Roles & Permissions Activity



nseidensticker

ACTIVE

USER ID

e904de27-6736-4611-9f72-db51bfb89b8c

EMAIL

-

PHONE

DISTRICT

016901

SOURCE

ASCENDER

CREATED

February 16, 2026 at 02:32 PM

LAST UPDATED

February 16, 2026 at 02:32 PM

Disable User

Reset MFA

User Details

Details Roles & Permissions Activity

 **nseidensticker**  
ACTIVE

USER ID  
e904de27-6736-4611-9f72-db51bfb89b8c

EMAIL  
-

PHONE

DISTRICT  
016901

SOURCE  
ASCENDER

CREATED  
February 16, 2026 at 02:32 PM

LAST UPDATED  
February 16, 2026 at 02:32 PM

 Disable User

 Reset MFA

Click on the Roles and Permissions tab to bring up the Add Role field.

## User Details



Details **Roles & Permissions** Activity

### Add Role

Search Roles

Q EDFI

Select a role...

Select a role...

EDFI\_SYNC\_ADMIN - Administrator role for the Edfi Sync Application with full management permissions

#### Default CAS

Default role that all CAS users inherit.

Remove

#### EDFI\_SYNC\_ACCESS

Access to the Edfi Sync Application

Remove

Disable User

Reset MFA

Under Add role, use the Search Role field, type EDFI and any roles that begin with this identifier will appear in the dropdown.

## User Details



Details **Roles & Permissions** Activity

### Add Role

Search Roles

Q EDFI

Select a role...

Select a role...

EDFI\_SYNC\_ADMIN - Administrator role for the Edfi Sync Application with full management permissions

#### Default CAS

Default role that all CAS users inherit.



#### EDFI\_SYNC\_ACCESS

Access to the Edfi Sync Application



Disable User

Reset MFA

This user already has the EDFI\_SYNC\_ACCESS role.

## User Details

Details **Roles & Permissions** Activity

### Add Role

Search Roles

Q EDFI

Select a role...

Select a role...

EDFI\_SYNC\_ADMIN - Administrator role for the Edfi Sync Application with full management permissions

#### Default CAS

Default role that all CAS users inherit.

Remove

#### EDFI\_SYNC\_ACCESS

Access to the Edfi Sync Application

Remove

Disable User

Reset MFA

So the EDFI\_SYNC\_ADMIN role needs to be added.

Click on the EDFI\_SYNC\_ADMIN to add this role to the user.

## User Details



Details **Roles & Permissions** Activity

### Add Role

Search Roles

EDFI

EDFI\_SYNC\_ADMIN - Administrator role for the Edfi Sync Application with full management permissions

### Assigned Roles

#### Default CAS

Default role that all CAS users inherit.

Remove

#### EDFI\_SYNC\_ACCESS

Access to the Edfi Sync Application

Remove

Disable User

Reset MFA

Click on the desired role, and move the slider bar to the right to display the blue Add Role button.

## User Details



Details

**Roles & Permissions**

Activity

Add Role

The blue Add Role will not display if the scroll bar is not slid all the way to the right of the window.

## User Details



Details **Roles & Permissions** Activity

### Add Role

Search Roles

Search roles by name or description...

Select a role...

### Assigned Roles

#### Default CAS

Default role that all CAS users inherit.

Remove

#### EDFI\_SYNC\_ACCESS

Access to the Edfi Sync Application

Remove

#### EDFI\_SYNC\_ADMIN

Administrator role for the Edfi Sync Application with full management permissions

Remove

#### SECURITY\_AUDIT\_ACCESS

Access to the Security Audit Application

Remove

Disable User

Reset MFA

The new role will be added to the user's Assigned Roles.

Removal of a Role is as easy as clicking on the red Remove icon at the end of each role.

**THANK  
YOU**