

Setting Global Site Permissions

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Prompt

Steps to manage site-wide roles to groups, individuals, and anonymous visitors.

Outcome

This guide is to help [System Administrators](#) set global permissions across the entire Confluence site. This means enabling roles for groups and individuals, as well as setting global access permission to anonymous visitors.

Steps

Navigate to the View Global Permissions page

This page is in the Confluence Administration area (or "back end"). You must be a [System Administrator](#) to access this page.

There are two ways to access the Global Permissions page.

- Navigate via the [Confluence Administration menu](#):

Confluence header Gear icon  **General Configuration** **Global Permissions**

Located in the left-column sidebar, under **Users & Security**

- Direct URL:

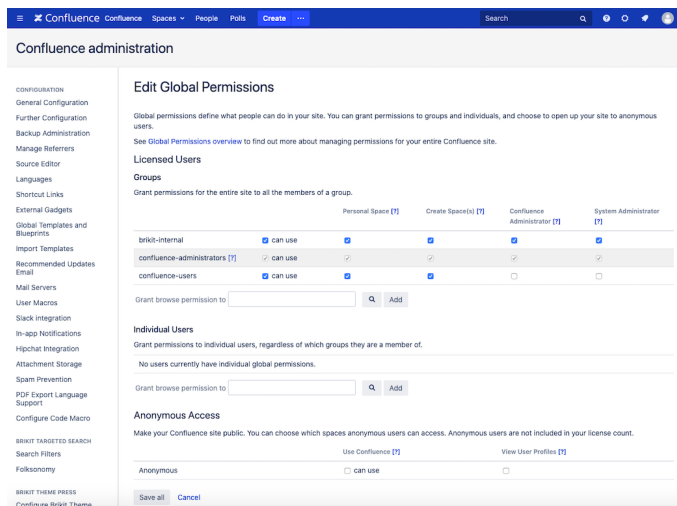
<your [Confluence base URL](#)>/admin/permissions/globalpermissions.action

Click the "Edit Permissions" button

Located in the top-right corner of this page. This will toggle open the permission selection options.

Grant permission to groups or individuals as needed

It is recommended that you create all your groups in advance before setting global permissions.



Confluence administration

Edit Global Permissions

Global permissions define what people can do in your site. You can grant permissions to groups and individuals, and choose to open up your site to anonymous users. See [Global Permissions overview](#) to find out more about managing permissions for your entire Confluence site.

Licensed Users

Groups

Grant permissions for the entire site to all the members of a group.

	Personal Space [1]	Create Space(s) [1]	Confluence Administrator [1]	System Administrator [1]
brikt-internal	<input checked="" type="checkbox"/> can use	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
confluence-administrators [1]	<input checked="" type="checkbox"/> can use	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
confluence-users	<input checked="" type="checkbox"/> can use	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Grant browse permission to:

Individual Users

Grant permissions to individual users, regardless of which groups they are a member of.

No users currently have individual global permissions.

Grant browse permission to:

Anonymous Access

Make your Confluence site public. You can choose which spaces anonymous users can access. Anonymous users are not included in your license count.

☐ Use Confluence [1]

☐ Anonymous ☐ can use ☐

Select the appropriate roles

To help you understand the roles, please visit [Confluence Administrator](#) or [System Administrator](#).

You may also read the [Atlassian Documentation](#) for more information.

Click "Save all" at the bottom of the page

Note

Tip

Warning

Info

Related

- [Setting Space Permissions](#)
- [Setting Page Restrictions](#)
- [Setting Designer Tab Access Permissions](#)