

Identities Tool Rights

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The Identities record acts as an historical record of a person's demographic information. The Current Identity displays in Campus.

To learn how to use this tool, see the [Identities](#) article.

Let us know what you think! Submit feedback for the Tool Rights Catalog by posting in the [Tool Rights Catalog](#) forum.

Census > People > Identities

- Only a small number of front office or other administrative staff should be allowed access to the Identities, tool, particularly Protected Identity information.
- To preserve historical demographic information, changes should be made via Identities

rather than via the [Demographics](#) tool.

- Use **Legal Name & Gender** subrights to grant access to or hide Protected Identity Information.

Available Tool Rights

R	W	A	D
Identities			
Allows the user to view the person's Identities information. Save, New and Delete are unavailable.	Allows the user to edit and save changes to existing records. Save is available.	Allows user to add new Identity records.	Allows user to delete Identity records. This cannot be undone.
Legal Name & Gender			
Allows the user to view Protected Identity Information. <i>When no rights are selected, protected information does not display.</i>	Allows the user to edit and save changes to the existing Protected Identity Information.	N/A	N/A

Suggested User Groups

- [Counselors](#)
- [Front Office Staff](#)
- [Principals](#)
- [Registrars](#)

See [User Groups](#) and [Suggested Roles](#) for more information.