Admin success center: A Cloud Guru

Chapter 3: Organize your users

Now that you've started inviting your students, it's time to organize them by assigning roles and creating teams.

Assign roles

There are three roles that can be assigned to users: admin, student, and team coordinator. Each role does something different in ACG.

When you created your organization, you got a certain number of seats. Seats are licenses to view and explore the content in ACG. Not all roles require using a seat, but anyone with Student access counts toward your total seat number.

Roles can be assigned when inviting new users, or changed at any time for existing users by an Admin.

Admins

Admins can change organization settings, invite and deactivate users, and reassign roles.

You can assign any number of Admins in your organization.

There are two kinds of Admins:

- Admin-only users can perform all actions required to manage your organization, but can only access limited learning resources like courses or Hands-on Labs. Users with admin-only permissions do not count toward the total seat count of your organization.

- Admin users with Student access have all admin-only privileges as well as full access to learning resources. Admins with Student access occupy a seat in the available seat count of your organization.

Team coordinator

> **Note:** Teams and team coordinators are only available on Business Plus plans.

A team coordinator is a special administrator role with enough privileges to manage a Team, but without privileges to change your organization settings or memberships.

Team coordinators cannot invite new students to join the organization, or deactivate existing students. They can add people to learning paths, create Study Groups, and view reports. Learn more about team coordinators.

Like admins, you can assign team coordinators student access for access to learning resources. Team coordinators with Student Access occupy a seat in the available seat count of your organization. If you don't choose to assign Student access to your team coordinator, they will not occupy a seat in the available seat count of your organization.

Admin roles also have access to team coordinator features and are also able to manage teams

Students

A student is a user of your organization who has access to learning resources in the ACG platform. Students can view courses, Learning Paths, Practice Exams, Hands-On Labs, the Cloud Playground and other learning features. Learn more about these features in Guide students.

A student-only account does not have access to administration tools for managing your organization or it's users. Administration privileges can be added to a student account by another administrator.

Students occupy a license, or seat, in your organization.

Create teams

> **Note:** Teams are only available on Business Plus plans. If you're on a Business Basic plan and want to organize your students, try reporting groups. Learn more about reporting progress.

Teams let you segment your students into groups. You may want to divide your students by the role they have in your organization. You may want to group them by office location. Choose any method of segmentation that makes sense for your organization.

Instructions to create teams are located in Creating and managing teams.

Teams are helpful in several ways:

- Administrators and team coordinators have a dashboard view to track the learning progress of your team. Follow the lessons completed, minutes viewed, and completion rates of quizzes and exams for users in your team.

- Administrators and team coordinators can assign learning paths to students within a team.>

Check out this video demo about team management (external site, opens in new tab) with A Cloud Guru.

What's next

Chapter 4: Guide students. Provide structure to your student's learning journey with Skills Assessments, Learning Paths, and more.

Organize your users

Up next:

Guide students

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If you need help, please email Pluralsight Support (opens email form) for 24/7 assistance.