

WordPress - User Roles

Topics : <u>Wordpress</u> Written on <u>December 15, 2023</u>

WordPress user roles determine the level of access and permissions that different users have on a WordPress site. Each user role comes with specific capabilities, allowing users to perform certain actions on the site. Here's an overview of the standard WordPress user roles:

1. Administrator:

- **Capabilities:** Full control over the site, including managing other users, installing themes and plugins, and modifying site settings.
- Responsibilities: Site owner or manager with complete authority.

2. Editor:

- Capabilities: Can publish, edit, and delete any post or page, including those of other users.
- **Responsibilities:** Content manager with control over editorial aspects.

3. Author:

- Capabilities: Can publish, edit, and delete their own posts.
- **Responsibilities:** Content creator responsible for their posts.

4. Contributor:

- **Capabilities:** Can write and edit their own posts but can't publish them. Their posts require review and publication by an editor or administrator.
- **Responsibilities:** Content creator with limited publishing rights.

5. Subscriber:

- Capabilities: Can manage their profile and receive site updates.
- **Responsibilities:** Basic user with the ability to log in and consume content.

Managing User Roles:

- 1. Adding a New User:
 - \circ Go to "Users" > "Add New."
 - $\,\circ\,$ Fill in the required information, set the user role, and click "Add New User."

2. Editing Existing Users:

- $\circ\,$ Go to "Users" > "All Users."
- $\circ\,$ Hover over a user and click "Edit" to modify user details, including the user role.

3. Assigning User Roles During Invitation:

 \circ When inviting a new user to your site, you can set their role while sending the invitation.

Custom User Roles:

In addition to the standard roles, some plugins allow you to create custom user roles with specific capabilities. However, managing custom user roles often requires a good understanding of WordPress development.

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