Rmtrx

goTime Web Portal

User Registration v1.0

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Contents
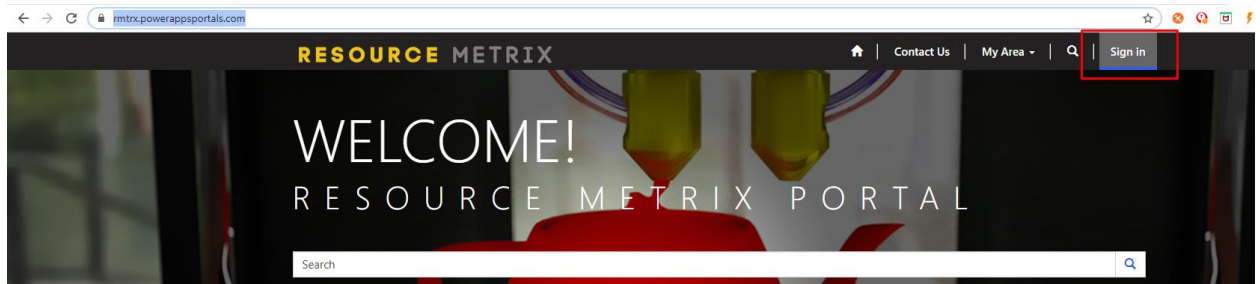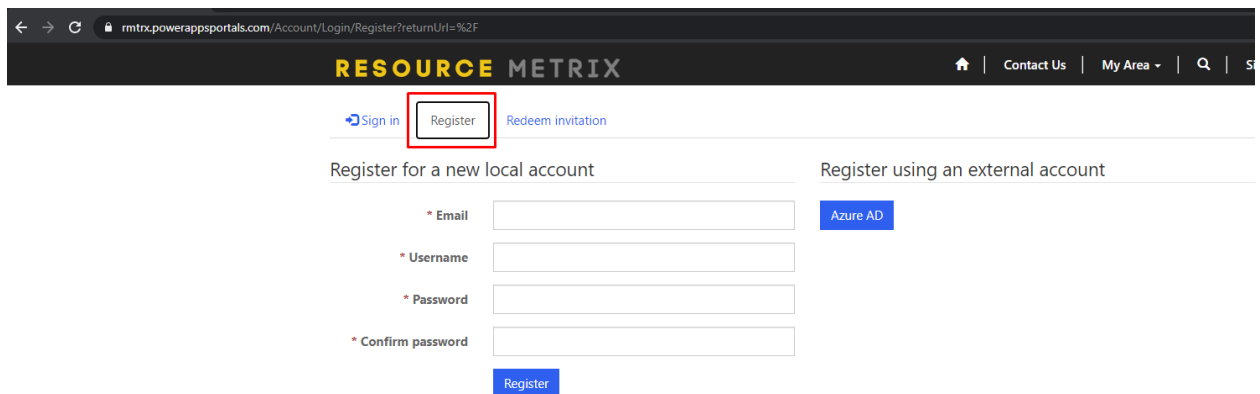
1. Introduction

This document provides steps on how to register a user on goTime Web Portal and how to set the permissions in Dynamics CRM.
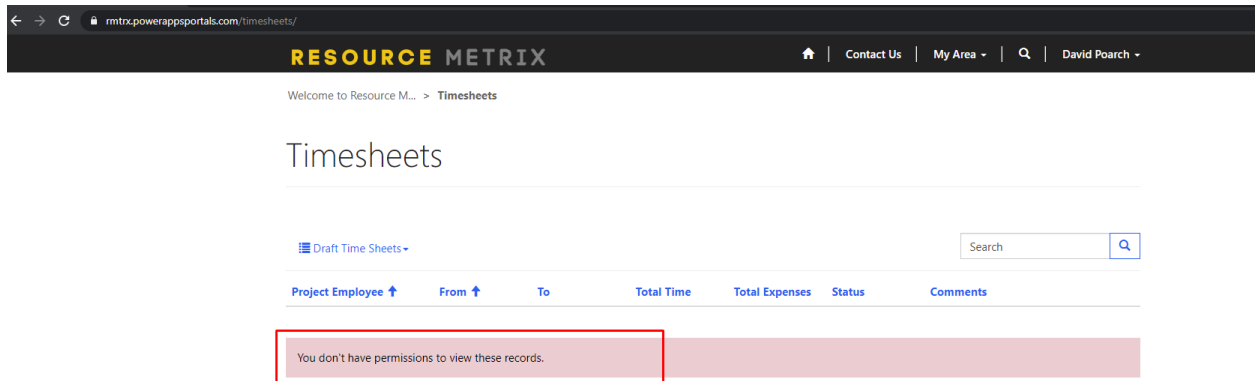
2. Register new user

2.1. Go to https://rmtrx.powerappsportals.com/

2.2. Click Sign In

2.3. Click Register

2.4. Fill in the form and click the Register button. This will create a contact record in Dynamics CRM.

2.5. When you log in and go to the Timesheets, the user will get the error message: "You don't have permissions to view these records."

2.6. To fix the above issue, follow the next steps in setting up the user in Dynamics CRM.

3. Setting up the user roles and permissions

3.1. Go to https://rmtrx1.crm.dynamics.com/ and log in.

3.2. Navigate to Contacts.

3.3. Locate/search for the registered user of https://rmtrx.powerappsportals.com/ in the list of contacts and select.

3.4. Make sure the contact form is Contact: Portal Contact
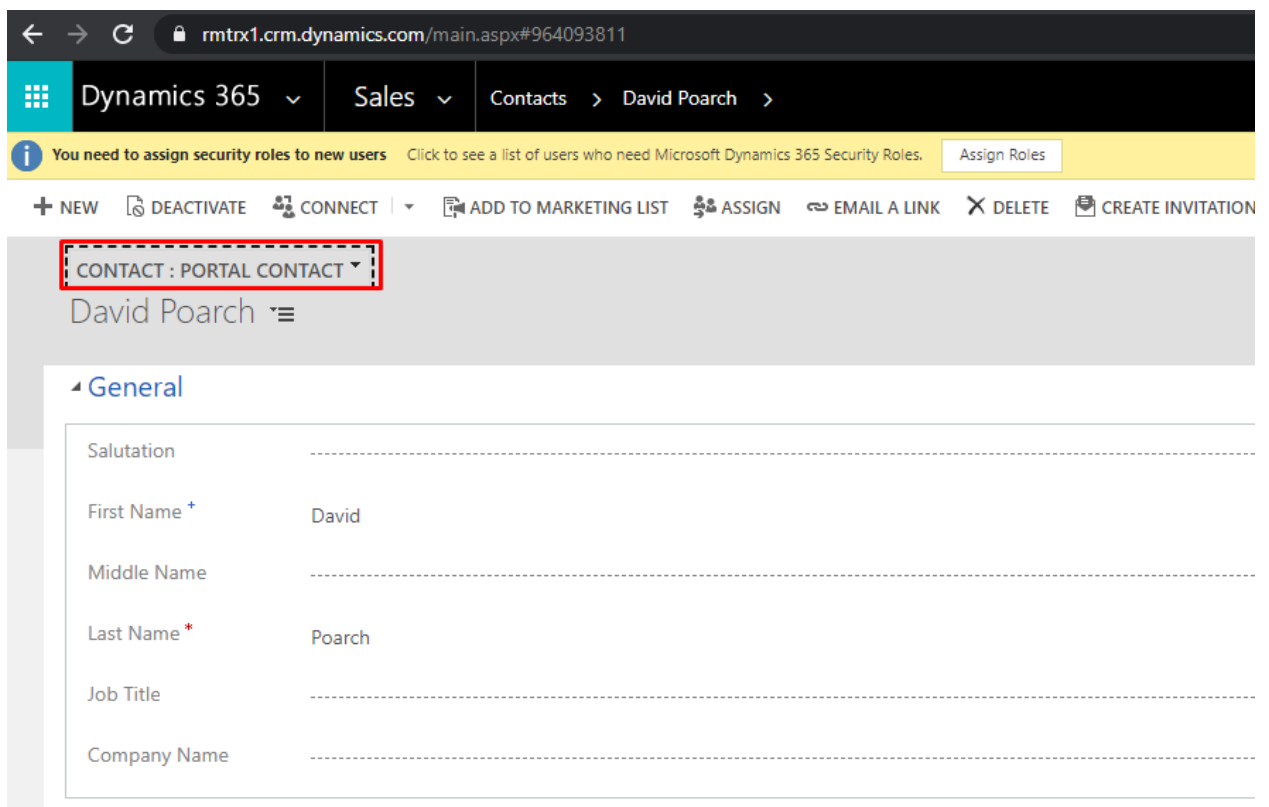
3.5. Go to the Web Authentication section and click Add (+)

3.6. Select Employee, Vendor, or another appropriate user role.

3.7. Log in again on https://rmtrx.powerappsportals.com/
3.8. Go to Timesheets, and the permission error message should now be gone.