

Kippy Feature Role Matrix

Item	Feature	System Owner	Team Manager	Team Admin	User	User (KPI Owner)	User (Project Manager)
Team	Add	yes	No	No	No		
	Edit (VMV)						
	Move						
	Delete						
User	Import	Yes	No	No	No		
	Add **						
	Remove						
	Edit user role						
	Edit user team						
Perspective	Change own password	Yes	No	No	No		
	Upload own profile pic						
	Add						
	Edit						
Objective	Rename	Yes	No	No	No		
	Delete						
	Add						
	Edit						
KPI	Move	Yes	Yes	Yes	No	Yes	
	Delete						
	Re-order						
	Modify Nature *						
	Approve						
Project	Set parent team objective	Yes	Yes	Yes	No		
	Add						
	Edit						
	Rename						
	Move						
	Delete						
	Re-order						
Milestone	Modify Nature *	Yes	Yes	Yes	No	Yes	
	Approve						
	Add						
	Edit						
	Rename						
Target & Actual	Move	Yes	No	No	No	No	
	Delete						
	Re-order						
	Modify Nature *						
	Approve						
Note & Attachment	Add	Yes	Yes	Yes	No	Yes	Yes
	Edit						
	Delete						
Individual Performance Appraisal	Add	Yes	Yes	Yes	Yes		
	Feedback						
	Appraise team members						
	View team member's appraisals						
Comptency	View own appraisal	Yes	No	No	No		
	Edit						
	Remove						
Personalize	Define	Yes	Yes	Yes	No		
	Change team logo						
Unlock Rules	Change board color	Yes	No	No	No		
	Add planning rule						
	Remove planning rule						
	Add actual submission rule						
	Remove actual submission rule						
Audit Trail	View	Yes	Yes	Yes	Yes		
Executive Summary	Qualitative data	Yes	Yes	Yes	No		
Communities (Slack Feature)	Create	Yes	Yes	Yes	Yes		
	Edit						
	Remove						
Subscription	Self-register ****	Yes	No	No	No		
	Subscribe						
	Leave						
Webservices	Request integration	Yes	No	No	No		
Support	Raise support request	Yes	Yes	Yes	Yes		
	Request export						
	Change system owner ***						
Advanced Settings	System setup	Yes	No	No	No		
	Quick setup/Import						
	Inactivate teams/KPIs						
	Reset passwords						
	System-wide audit						
Advanced config							

Legend

- * For fields that could modify kpi/project nature like weight, direction, and frequency (after approval)
- ** Manager or Admin can only invite users with same or lower role and same team or sub team
- *** Kippy Support can change System Owner with official request
- **** Managers/Admin/Users can self-register to 'ask' to be added, but it will be the owner who will be informed and add them to the organisation