Users and Roles - Agvance SKY Admin

Last Modified on 10/12/2026 8:09 am CDT

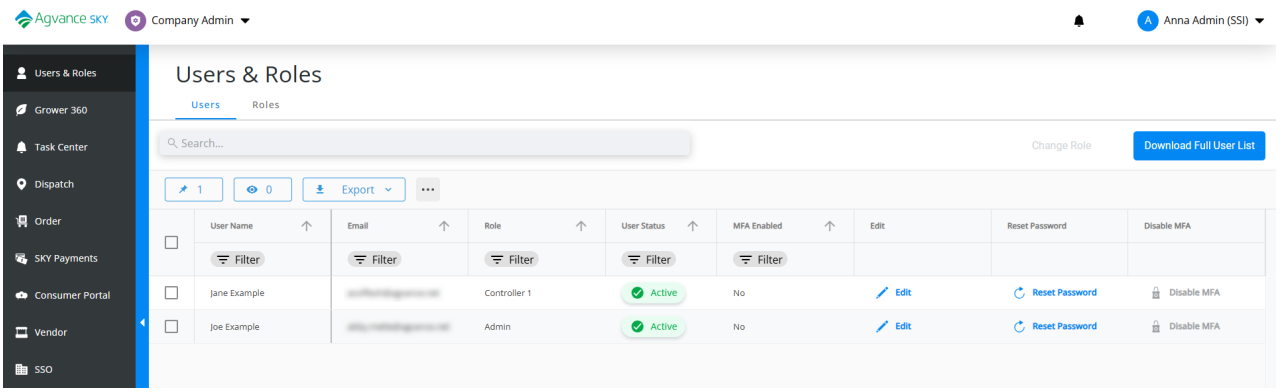
Agvance SKY Users

Agvance SKY Users can be found on the *Users & Roles* page in Agvance SKY Admin. The interactive grid operates much like an Excel spreadsheet. More information on the grid's functionality can be found here.

Use the *Search* or **Filters** button by the *User* drop-down in the top right to narrow down the list displayed. All Users can be downloaded as a CSV file by selecting **Download Full User List**.

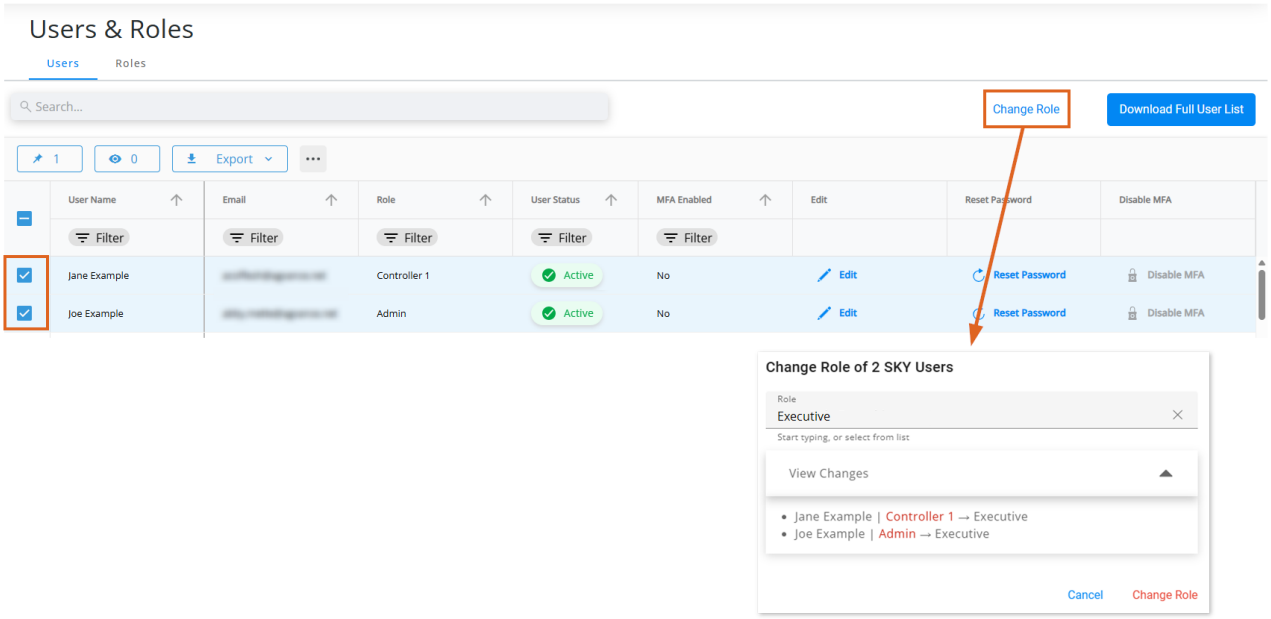
Action buttons are also available to **Edit**, **Reset Password**, or **Disable MFA** if multi-factor authentication has been enabled.

Note: 500 Users are loaded at a time. Search or use the filters to narrow results.



To change Roles for multiple Users at one time to the same Role, check the applicable Users, then choose **Change Role** in the upper right.

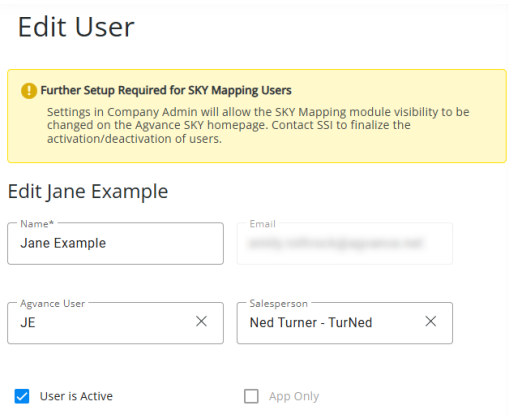
Note: Users selected must be either all full Users or all app only Users.



Edit User

When editing an Agvance SKY User, optionally change their:

- Name
- Email (only if SSO is enabled)
- Agvance User
- Salesperson

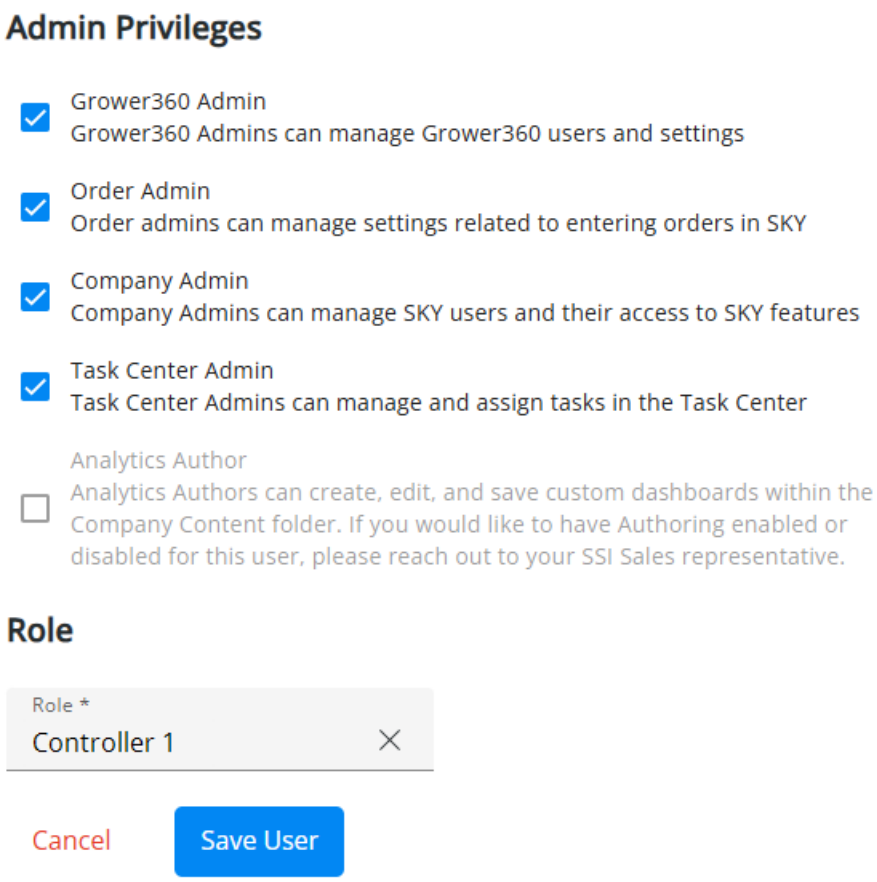


Additionally, Users can be inactivated by unchecking the *User is Active* checkbox. If inactive Users need reactivated, please contact SSI.

The *App Only* checkbox is information-only. If checked, this indicates the User only has access to the mobile apps. If unchecked, the User is a full User with access to the Agvance SKY modules. The Roles available in the drop-down will be filtered based on the User type.

Admin Privileges

Assign admin privileges for Grower360, Order, Company Admin, and the Task Center. To enable/disable Analytics Author for a User, reach out to an SSI Sales representative. Choose the appropriate *Role* from the drop-down.



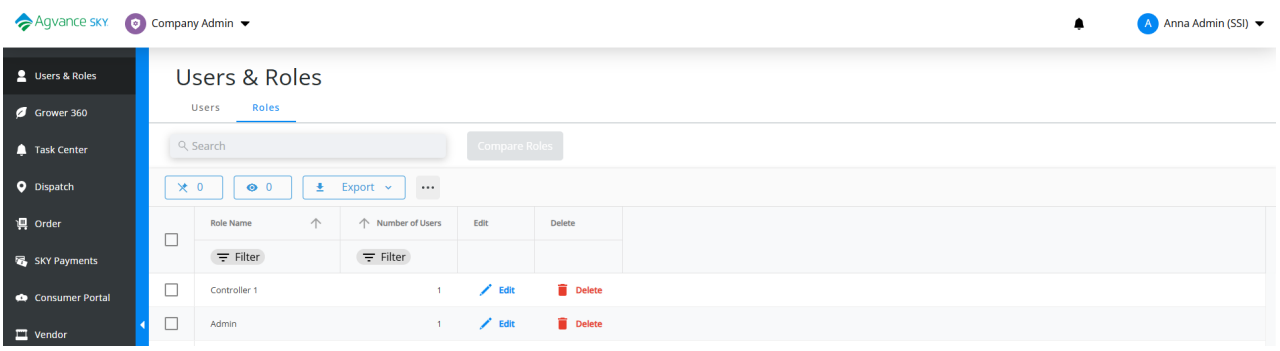
Roles are managed under *Users & Roles* in Agvance SKY Admin on the *Roles* tab and group Users based on permissions.

View/Manage Roles

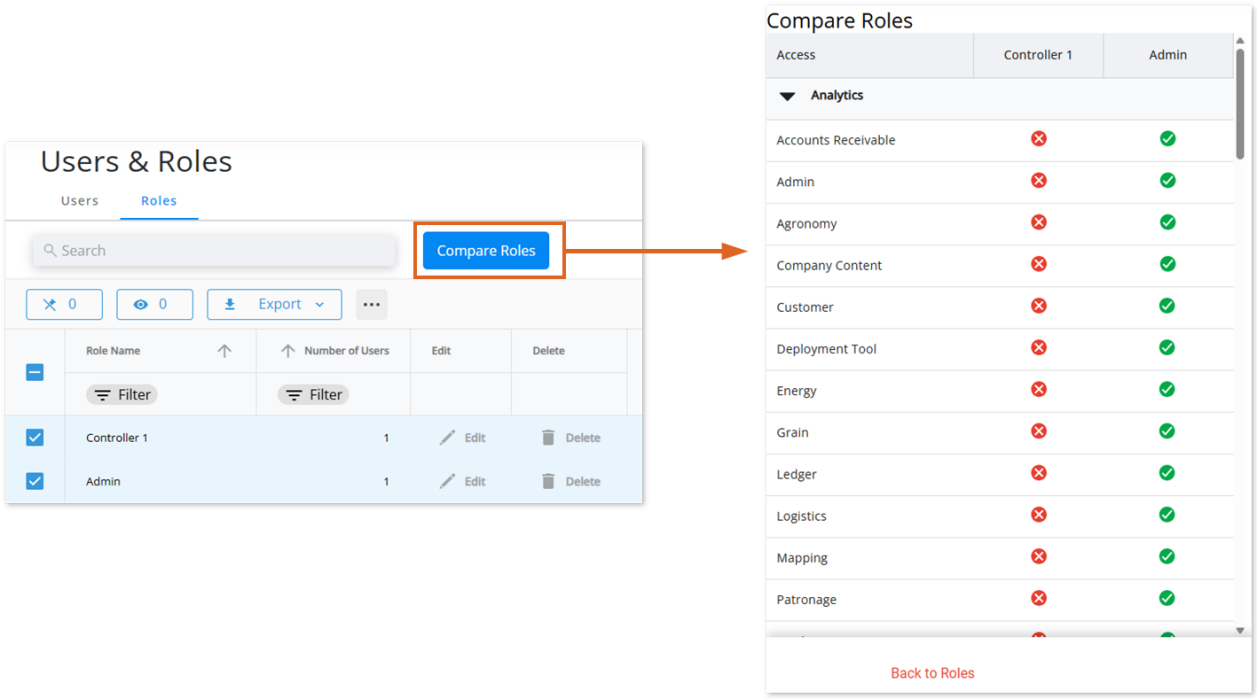
Current Roles are displayed in an interactive grid that operates much like an Excel spreadsheet. More information on the grid's functionality can be found **here**.

Use the *Search* or **Filters** button by the *User* drop-down in the top right to narrow down the list displayed.

Action buttons are also available to **Edit** or **Delete** existing Roles.



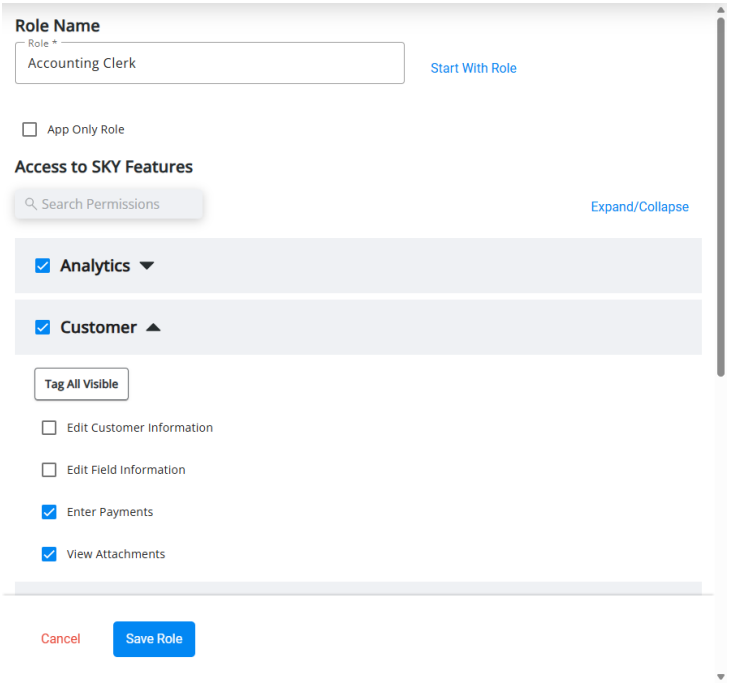
Selecting the checkbox for two or more Roles enables the **Compare Roles** button to compare permissions.



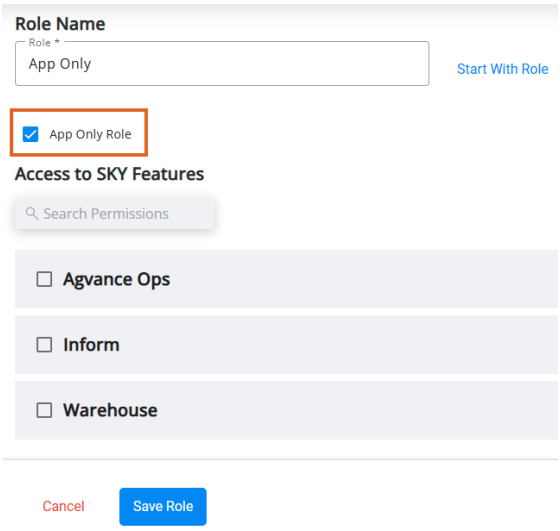
Adding Roles

To add a Role, choose the **+ Add Role** button in the lower right.

1. A *Role Name* is required.



2. If a Role already exists with similar permissions, choose **Start With Role** to duplicate those permissions, and then make small edits from there.
3. If the Role is for mobile apps only, check the *App Only Role* option. With this checked, the only options available in the *Access to SKY Features* will be the Agvance SKY mobile apps.

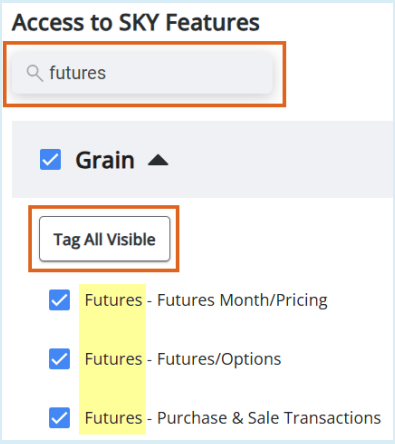


4. Enable applicable *Access to SKY Features*.
    - Each Agvance SKY module can be expanded/collapsed individually with the **Arrow** or with the **Expand/Collapse** button.
    - Once an Agvance SKY module is activated, specific permissions within can be enabled. Check specific permissions individually, or use the **Tag All Visible** button to tag all permissions currently listed.
5. Choose **Save Role**.

When enabling Agvance SKY module-specific permissions, use the *Search Permissions* field to narrow down the list, then choose **Tag All Visible** to include only those permissions.

Example

Searching *Inbound* shows only those inbound permissions in the Grain module. Choosing **Tag All Visible** will only tag those permissions, preventing the need to locate and tag individually.



Permission Definitions

Analytics

Enabling permissions within *Analytics* provides access to the respective **categories** within Agvance SKY Analytics as well as the **Report Writer**.

Customer

- **Edit Customer Information** – Allow editing Customer account information on the *Overview* tab.
- **Edit Field Information** – Allow editing *Field Descriptions* and *Billing Splits* as well as inactivate Fields.
- **Enter Payments** – Allow Users to take payments in Agvance SKY Customer.
- **View Attachments** – This makes the *Attachments* tab available in Agvance SKY Customer on the *Overview* page.

Dispatch

- **Blend Shed** – Displays the *Blend Shed* option in Agvance SKY Dispatch and allows *Blend Shed* information to be viewed.
- **Blend Shed - Edit** – Allows Products to be grouped and loaded for Tender Drivers. Requires the *Blend Shed* permission

- **Company Assets - Applicators** – Provides access and editing capabilities to Applicators within *Company Assets*.
- **Company Assets - Delivery Drivers** – Provides access and editing capabilities to Delivery Drivers within *Company Assets*.
- **Company Assets - Integrations** – Provides access and editing capabilities to Integrations within *Company Assets*, where integrated devices from Agvance SKY Admin display.
- **Company Assets - Tender Driver** – Provides access and editing capabilities to Tender Driver within *Company Assets*.
- **Company Assets - Vehicles** – Provides access to *Vehicles* within *Company Assets*.
- **Company Settings -** Custom Tags – Provides access to the *Custom Tags* tab within *Company Settings*, where Blend and Delivery Ticket tags are managed.
- **Company Settings - General** – Provides access to the *General* tab within *Company Settings*, where Type of Work classifications are managed.
- **Jobs** – Displays the *Jobs* option in Agvance SKY Dispatch, allowing vision of jobs, assignments, and related details.
- **Jobs - Edit** – Allows blend and delivery jobs to be assigned and updated. Requires the*Jobs* permission.
- **Messaging** – Provides access to the *Messaging* option in Agvance SKY Dispatch.

Energy

These permissions allow Users to:

- Add/Edit/Delete **Product Delivery Orders**
- Add/Edit/Delete **Tanks**
- Manage **Budget Billing**
- Manage **Routes**

Grain

Permissions within *Grain* control access to certain areas of the module. These areas include:

- **Futures**
- **Inbound**
- **Outbound**

Ledger

Allow Users to add or edit **Journal Entries** in Agvance SKY Ledger.

Order

These permissions control access to creating and viewing transactions/templates within Agvance SKY Order.

- **Add/Edit Templates**
- **Blends**
- **Bookings**
- **Deliveries**
- **Plans**
- **Sales Orders**
- **Utilities - Blending Product Set Management**
- **Work Orders**

Product

Permissions here allow Users to:

- Add/Edit **Products**
- Add **Purchase Receipts**
- Utilize the **Forecasting Tool**

Vendor

Permissions here allow Users to add or edit:

- **AP Bills**
- **AP Payments**
- **AP Purchase Orders**
- **Vendors**

Warehouse

This gives permission to access **Agvance SKY Warehouse**.