

SSO System Roles – Key Concepts

Manager (Delegate)

- Position with line management responsibility

Employee

- Academic or Professional employee of the University
- You may have multiple roles (e.g. Manager and Employee)

Proxy

- Position assigned by Manager (Delegate) to have line management responsibilities for a set period of time (e.g. when Manager is on leave)

Assessor

- Position (and person) who reviews leave applications
- Assigned by Manager (Delegate)
- One Assessor per Manager (Delegate)