

		Company Admin	Compliance Admin	Global Streams Admin*	Stream Admin**	User
Feature	Action	Manage organization details and user permissions	Moderate user activity and set custom retention policies and legal holds	Create Streams and add users	Manage a specific Stream	Default Workstorm user
Organization Settings	Modify company details	X				
Organization Settings	Manage company-based permissions, security settings	X				
Organization Settings	Add, remove, and update Divisions	X				
Organization Settings	Add and block internal members, block external guests	X				
Organization Settings	Manage user-based permissions and privileges	X				
Organization Settings	Manage API integrations	X				
Organization Settings	Enable or disable app integrations	X				
Organization Settings	Monitor data usage volumes	X				
Organization Settings	Manage plan and payment	X				
Organization Settings	Add or update settings SSO	X				
Compliance & Retention	Set retention policies and legal holds		X			
Compliance & Retention	Search for and export messages by user and Stream		X			
Streams Settings	View all Streams in a company			X		
Streams Settings	Create Streams			X		
Streams Settings	Enter name, abbreviation and description for a Stream			X		
Streams Settings	Appoint or remove Stream Admins			X		
Streams Settings	Add or remove members of a Stream			X	X	
Streams Settings	Enable and disable a Stream				X	
Streams Tasks	Create, delete, and edit Custom Fields in a Stream				X	
Streams Tasks	Manage all Tasks in a Stream				X	
Streams Tasks	Sort and filter Tasks in a Stream	X	X	X	X	X
Streams Tasks	Create a Task in a Stream	X	X	X	X	X
Streams Tasks	Manage Tasks you created or were assigned in a Stream	X	X	X	X	X
Streams Tasks	Create and apply Templates to a Task in a Stream	X	X	X	X	X
Streams Channels	Create Stream Channels				X	
Streams Channels	Appoint or remove Stream Channel Admins				X	
Streams Channels	Add and remove members of a Stream Channel				X	
Streams Channels	Modify a Channel's privacy settings				X	
Streams Channels	Send messages and Files in a Stream Channel	X	X	X	X	X
Streams Files	Upload Files in a Stream	X	X	X	X	X
Streams Files	View, search for, and download Files in a Stream	X	X	X	X	X

* The Global Streams Admin who creates a Stream is automatically appointed as Stream Admin.

** Only a Stream Admin can be a Stream Channel Admin.