

Who sees each document and content

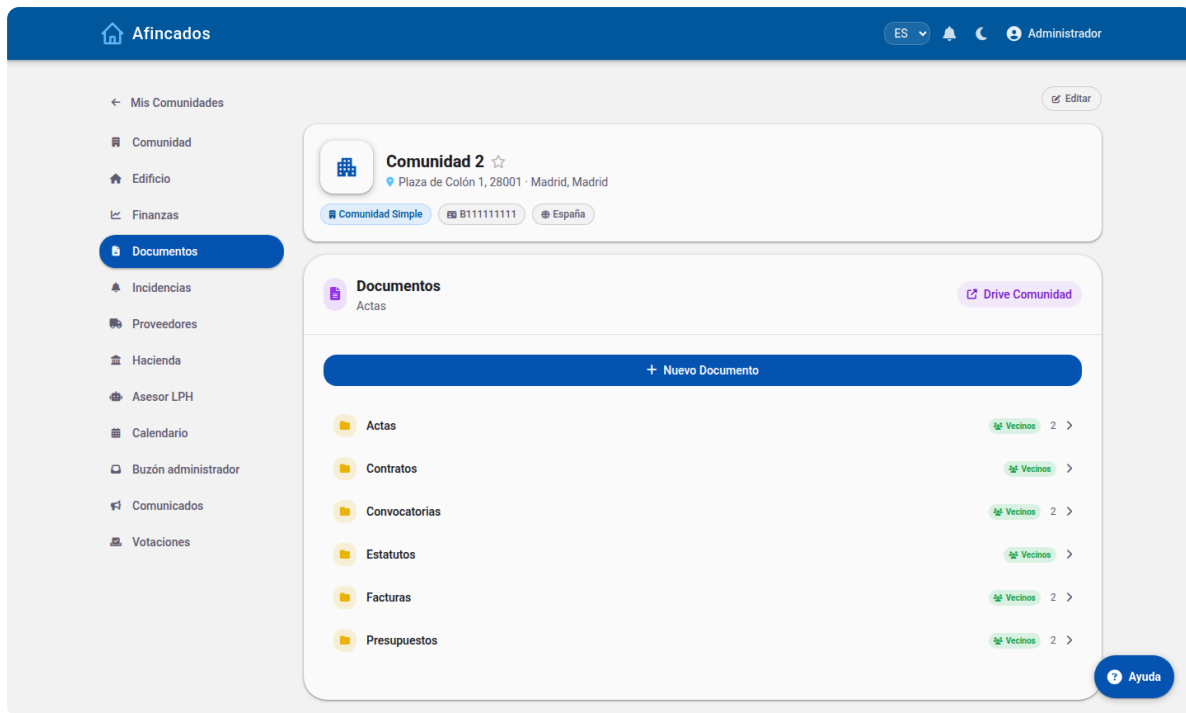
Folders shared with residents, read-only finances, assigned incidents and announcements: what each profile reaches.

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Beyond the tabs each profile gets, some content is shared **selectively**. These are the four cases where visibility is decided content by content, not just by profile.

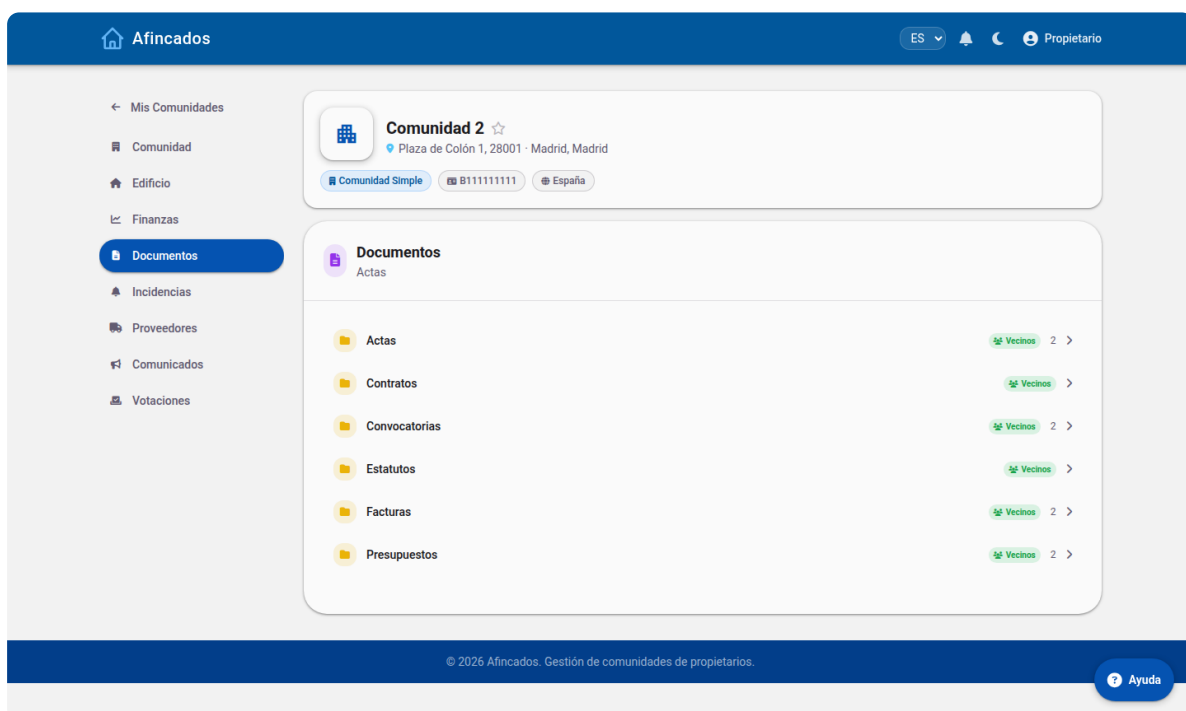
Documents: shared folders

The most important case, because **you decide**. Community folders (minutes, contracts, notices, bylaws, invoices, budgets) are either marked visible to residents or kept for management only. In the list, the **Residents** label marks the shared ones.



Manager view: the «Residents» label marks the shared folders.

Residents only see the shared ones — the rest simply do not appear in their Documents tab.

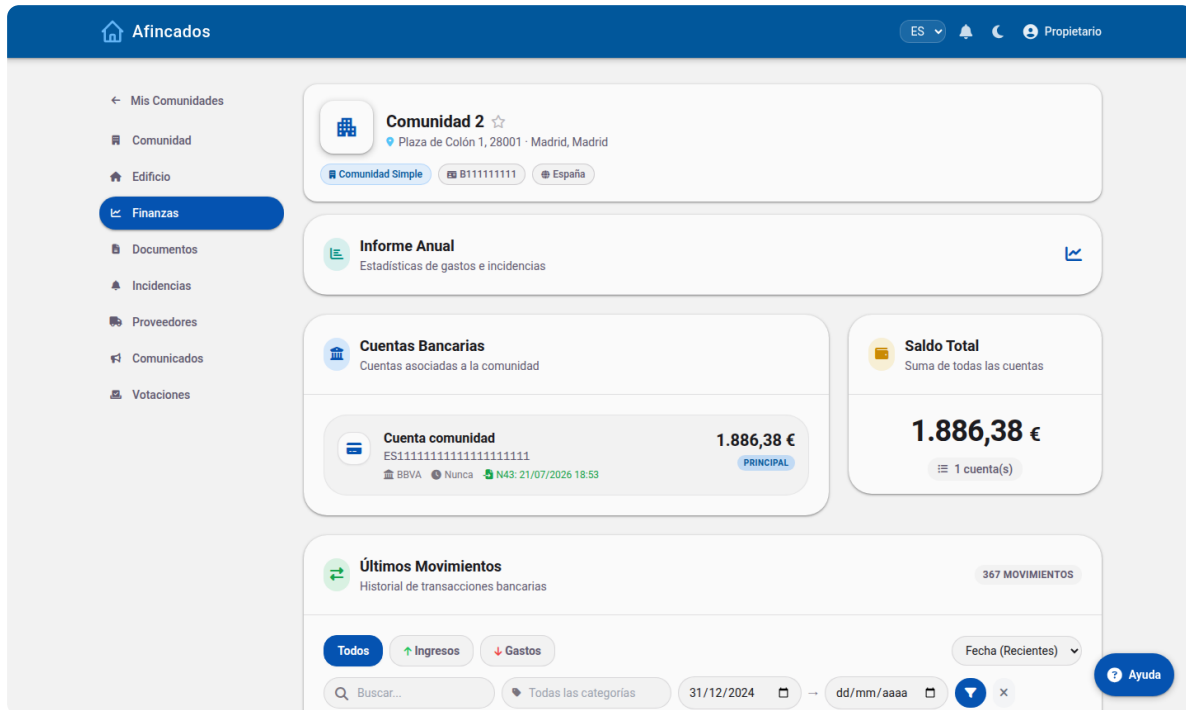


The same community seen by a resident: shared folders only.

This is the natural way to separate what the community should know (minutes, budgets, notices) from internal management work. Check the label before uploading a sensitive document.

Finances: visible, but read-only

Accounts, balance and transactions are **not hidden** from residents: financial transparency is part of how a community runs. What changes is that residents have no management actions — creating fees, direct debits or transactions — only the view.



Residents see balances and transactions; the management buttons are absent.

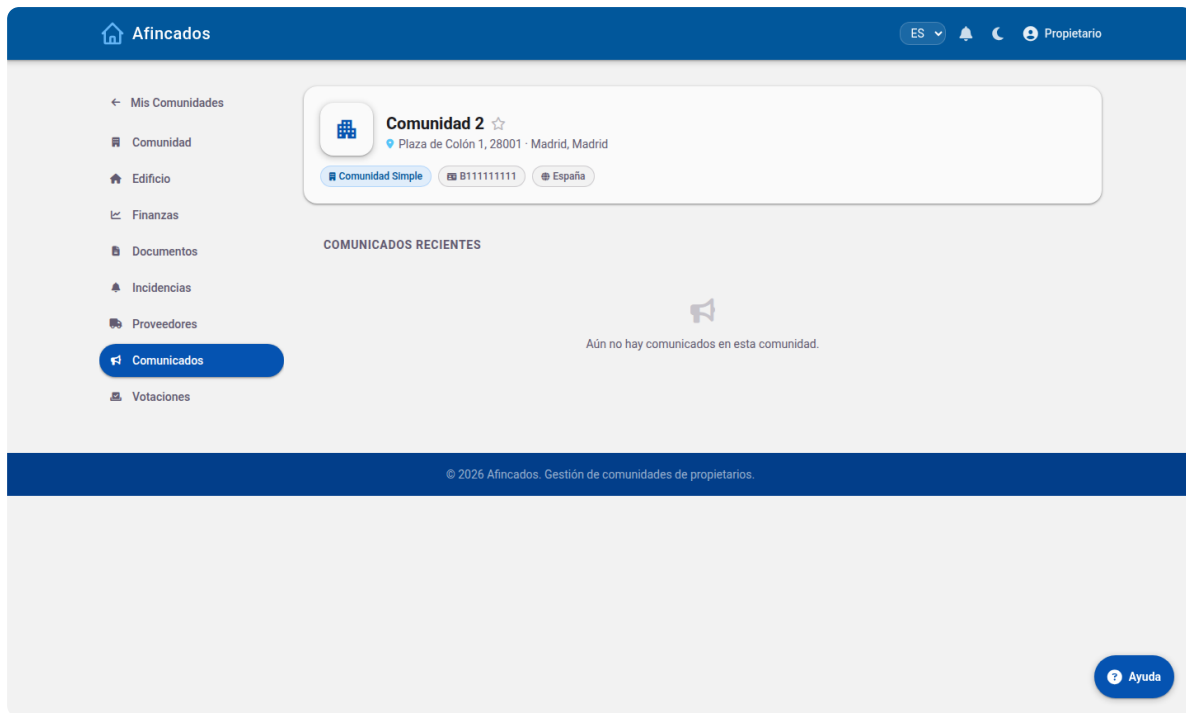
The exception is the **worker**, who has no access to Finances at all.

Incidents: each role sees its own scope

- **Manager and board:** every incident in the community, filtered by status and assignee.
- **Resident:** can report incidents and follow their status.
- **Worker:** only the ones assigned to them. They do not see the community's other incidents.

Announcements and votes: they reach every resident

Announcements are sent by the manager and the board and reach all residents, highlighted when urgent. Votes work the same way: management opens them and owners take part. There is no selective sending to a subset of residents.



Announcement history in the resident's view.

And personal data

The **worker** has no access to other residents' data: their view is limited to their shift, their incidents and their supplier. Every user manages their own data — phone, email, avatar and password — from **My profile**.