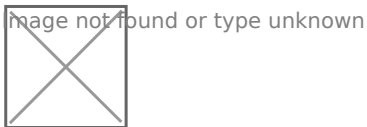# Manage Users - Schema Access

A Signify database can be shared among any number of companies in the same group. Each company will function as a separate entity but managers and administrators can switch between the companies (called schemas in the system) to access the employees from the respective companies.
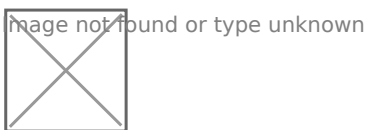
Specific rights must be given to a user before he/she will be able to switch between the companies/schemas in the database. Assigning schema rights is done in the **Role Assignment** section discussed earlier.

- Open the **List of Users** screen and select the user to assign reporting access.
- Select **Schema Access** from the side menu bar to open the **User Schema Access** screen.

On the screen shown below the user's default schema is set, meaning the schema that will be active when the employee logs in.

Select the default schema from the drop-down list and click **Save**.

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