- Create a new user group in the system

- Create a new user, set his first login password, add him to the user group

- For a selected group of users, set the access rights in the system - normal user

- For a selected group of users, set the access rights in the system - administrator

- Create a data owner group

- Assign users to the given user group for the data of the selected user

- Set the master data of the company to be visible only to a given group of data owners

- In the access rights matrix, set the rights for the selected group of users