



Clone role

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▸ Clone Role


Cloning a role comes to your rescue when you have to add the same set of permissions from an already existing role with a few more additional permissions. You can use the *Clone Role* option to duplicate the existing role, and then you can add the additional privileges to the new role.

Prerequisites

Roles required to perform this action: Organization Owner or Organization Admin

Clone Role

1. Sign in to [Zoho Directory](#) , then click **Admin Panel** in the left menu.
2. Go to *Admins*, then click **Roles** next to the *Admins* tab in the top.
3. Click on the Custom Role that you want to clone.

 **Note:** You can only clone Custom Roles. System Roles cannot be cloned. Know more about [Roles](#).

4. Click **Clone Role**.
5. Provide Role name and description.
6. Add more permissions to the new role as required, and click **Create**.