

Workspace

A Workspace is the fundamental unit for team collaboration and resource management. On the Workspace Management page, you can control basic information about the current workspace and manage participating members.

 [workspace.png](#)

Workspace Information

This section provides essential details about the workspace. You can check the workspace name, creation date, and the current Owner.

Member Management

This feature allows for the systematic management of users within the workspace. Administrators can freely adjust the member composition and permissions according to the nature of the project.

- **Inviting and Verifying Members:** You can invite new team members to collaborate by entering their email addresses. Through the invitation menu, you can check the list of sent invitations and monitor the real-time status of members pending acceptance.
- **User Permission Management:** You can set or change permissions for each member belonging to the workspace. This allows you to control the scope of resource access according to each member's specific role.
- **Member Removal:** You can remove members with whom collaboration is no longer required. Upon removal, all access rights to the resources within that workspace are immediately revoked.

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