



Roles and Permissions

There are three different roles in Microsoft Teams: owners, members and guests.

Why is this relevant?

You want to ensure that only authorized people can access data that you have shared in teams and channels of Microsoft Teams. Therefore, it makes sense that you know and understand the limitations of the different roles.

The following table shows some permission differences between the roles. You can find a complete listing via the link below.

Task	Owner	Member	Guest
Create a team	Yes	Yes	No
Create a channel	Yes	Yes*	Yes*
Edit or delete a team	Yes	No	No
Discover and join public teams	Yes	Yes	No
Change the team picture	Yes	No	No
Add members	Yes**	No	No
Edit channel name/description	Yes	Yes*	No
Delete channel	Yes	Yes*	No
Add apps (tabs, connectors, bots)	Yes	Yes*	No
Participate in a private chat	Yes	Yes*	Yes*
Participate in a channel conversation	Yes	Yes*	Yes*
Post, delete, and edit messages	Yes	Yes*	Yes*
Share a channel file	Yes	Yes	Yes*
Share a chat file	Yes	Yes	No
Archiv or restore a team	Yes	No	No
Access OneDrive for Business storage	Yes	Yes	No

* These permissions can be disabled by a team-level owner.

** After adding a member to a team, an owner can upgrade that member to owner status. It is also possible for an owner to downgrade their own status to that of a member.

Source:

<https://support.microsoft.com/en-us/office/team-owner-member-and-guest-capabilities-in-teams-d03fdf5b-1a6e-48e4-8e07-b13e1350ec7b?ui=en-US&rs=en-US&ad=US>