Self-registration with approval

The plugin **Self-registration with approval** is slightly different from the **Email-based self-registration** as it requires a user with the *auth/approved:approve* capability to approve the registration request before the user is added to the site.

The user registers in the same way as with the **Email-based self-registratio**n method and gets an email to confirm their email address. A user with the *auth/approved:approve* capability can then go to **Site administration** > *Plugins* > *Authentication* > *Self-registration with approval* > *Pending requests* to either approve or reject the user's request. Once this is done, the user will get an email to let them know whether or not they've been approved.

> ⓘ Pending registration requests are shown in an embedded report under **Site administration** > *Plugins* > *Authentication* > *Self-registration with approval* > *Pending requests.* This report has been designed to only show users with a pending approval status. For a registration report to show all user statuses, a custom report can be created using the Self registration report source.

Self-registration with approval settings can be accessed once the plugin has been switched on.

Setting	Description	Notes
Sign up request form instructions	This text will be displayed at the top of the sign up form. No default text is provided because the process depends on combination of settings on this page.	-
Require approval	If enabled all requests for new accounts require manual approval. If disabled new accounts are approved automatically after email address confirmation.	If disabled spammers may easily create large number of new accounts on this server.
Automatic approval whitelist	A list of email domains that are approved automatically after email confirmation. Accounts cannot be approved automatically if any required data is missing or becomes invalid. Domains are separated by spaces, e.g. 'gmail.com hotmail.com'. To allow subdomains prefix the domain with a full stop, e.g. '.example.com' whitelists test@test.example.com but test@example.com is excluded.	This filter acts after the common authentication restrictions are applied.
Enable reCAPTCHA	Adds a visual/audio confirmation form element to the sign-up page. This helps protect your site against spammers. Please note that reCAPTCHA needs to be also configured in site settings. See http://www.google.com/recaptcha for more details.	-
Allow external defaults	If enabled it is possible to specify sign up form defaults via page parameters, e.g. login/signup.php?organisationid=12.	-
Allow organisation selection	If enabled users will be able to select their organisation in the sign up form.	This settings exposes the list of available organisations to public.
Available organisation frameworks	This setting allows you to specify which frameworks are used to find organisations available for selection.	-
Allow free-text organisation	Allow self registering users to enter free text for the organisation field. The position will be selected later during manual approval process because the selection cannot be automated.	-
Require organisation selection	If enabled approval requires selection of organisation. If users are not allowed to make a selection in the sign up form then approver needs to select an organisation before approval.	-

Allow position selection	If enabled users will be able to select their position in the sign up form.	This settings exposes the list of available positions to public.
Available position frameworks	This setting allows you to specify which frameworks are used to find positions available for selection.	-
Allow free-text position	Allow self registering users to enter free text for the position field. The position will be selected later during manual approval process because the selection cannot be automated.	-
Require position selection	If enabled approval requires selection of position. If users are not allowed to make a selection in the sign up form then approver needs to select a position before approval.	-
Allow manager selection	If enabled users will be able to select their manager in the sign up form.	This settings exposes jobs of available users to public.
Manager organisation frameworks	This setting allows you to specify which organisations are used to find available managers.	-
Manager position frameworks	This setting allows you to specify which positions are used to find available managers.	-
Allow free-text manager	Allow self registering users to enter free text for the manager field. The position will be selected later during manual approval process because the selection cannot be automated.	-
Require manager selection	If enabled approval requires selection of manager. If users are not allowed to make a selection in the sign up form then approver needs to select a manager before approval.	-
Enable password expiry	When enabled users authenticating via this plugin will find that thier passwords expire after X days, where the duration is set by the next setting.	-
Password duration	Sets the maximum duration a password can be used for. Only applicable when password expiry has been enabled.	-
Notification threshold	Sets a period that determines when the user will be prompted to change their password before it expires. For instance if password expiry is set to 30 days, then setting this to **7 days** will prompt the user 7 days before the expiry date to change their password when they next log in.	-
Lock profile fields	You can decide which user data fields to lock. This is useful for sites where user data is maintained manually by the administrators who edit user records or upload them using the **Upload users** facility.	If you are locking fields that are required by Totara, make sure that you provide that data when creating new user accounts or the accounts will be unusable. Consider setting the lock mode to **Unlocked if empty** to avoid this problem.