How to assign Rules to users based on LDAP group membership

A LDAP Sync can assign Rules to users, or unassign them, by the groups they belong to. For example, members of a *No colour users* group can be assigned a Rule that prints everything in black & white.

Before you start: create the Rules (see *How to prevent a user from printing in colour*) and the LDAP Sync (see *How to set up an LDAP Sync*).

1. Open Resource Manager.
2. In the tree, click **Scheduled Tasks** > **LDAP Sync**, and double-click the sync.
3. Click the **Group Filters, Rules and Workflows** tab, then click **Download all groups** (or **Download with filter** to download only some).
4. Select the group (or several), and click **Edit**.
5. In the **Group** window, click the **Rule assignments** tab.
6. Select the Rule (or several), and click **Edit assignment**. If you are editing several groups, first tick the box at the top left to change this setting for all of them.
7. In **Set assignment**, choose **Assigned** (or **Unassigned**), and click **OK**.
8. Click **OK**, and **OK** again to close the sync.

The next time the sync runs, members of the group get these Rule assignments. A temporary assignment made by hand on a user (**Assigned to date** or **Unassigned to date**) is not changed by the sync.

Related articles

- *How to set up an LDAP Sync*
- *How to prevent a user from printing in colour*
- *How to temporarily unassign or assign a Rule for a specific user*

Print Director version at time of publish: 2.5.15.3. Publish date: 05/11/2026.