

How to Create a User

This screenshot shows the 'Users' management page in the PEEK application. The interface includes a sidebar with navigation options and a main table listing users. Numbered callouts indicate the following steps:

- 1:** Click the '+' button in the top right corner to add a new user.
- 2:** Click the 'Add' button in the dropdown menu that appears.
- 3:** Click the 'Add' button in the modal form.
- 4:** Click the 'Add' button in the modal form.
- 5:** Click the 'Add' button in the modal form.
- 6:** Click the 'Add' button in the modal form.
- 7:** Click the 'Add' button in the modal form.

| | Country | Name | Email | Role | Status | Actions |
|--|---------------|-------------------|-----------------------------|-----------------------|--------|---------|
| | All Countries | | | | | |
| | All Countries | | | | | |
| | Sri Lanka | | | | | |
| | India | vijaya rathnayake | vijaya.rathnayake@gmail.com | Super-Administrator | Active | |
| | Nepal | vijaya rathnayake | vijaya.rathnayake@gmail.com | Organization-User | Active | |
| | | Vijaya Rathnayake | vijaya.rathnayake@gmail.com | Organization-User | Active | |
| | | Arjun Sharma | arjun@gmail.com | Organization-User | Active | |
| | | Kusal Perera | kusal@gmail.com | Country-Administrator | Active | |

This screenshot shows the 'Add User' modal form in the PEEK application. The form is divided into three tabs: Basic, Information, and Employment. The 'Basic' tab is active, showing fields for Email Address, First Name, Last Name, Language, Role, and Status. A numbered callout 8 points to the 'Next' button.

Add User

Basic Information Employment

Email Address *

First Name *

Last Name *

Language *

Role *

Status *

Cancel Next

PER

Home Dashboard Users Organization Country Languages Help Assessment Report

All Countries

User

vijaya rathnayake vijaya.rathnayake@vsl.co.lk

vijaya rathnayake vijaya.rathnayake@vsl.co.lk

Vipul Ranasingha vipul.ranasingha@gmail.com

Arjun Sharma arjun@gmail.com

Rusul Peters rusul@gmail.com

vijaya rathnayake

Settings Logout

Add User

Basic Information Employment

Gender
☐ Female ☐ Male

Saltation

Phone Number

Address

Address Line

Street

City

Postal Code

Country

Cancel **Next**

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All Countries

User

vijaya rathnayake vijaya.rathnayake@vsl.co.lk

vijaya rathnayake vijaya.rathnayake@vsl.co.lk

Vipul Ranasingha vipul.ranasingha@gmail.com

Arjun Sharma arjun@gmail.com

Rusul Peters rusul@gmail.com

vijaya rathnayake

Settings Logout

Add User

Basic Information Employment

Organization *

Branch *

Department *

Designation *

Email

Phone Number

Cancel **Add**

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