

How do I log in as an Administrator?

1. First, you need to visit the Administration page at <http://yourwebsite/admin>
2. Make sure no one else is logged in
 - a. If someone else is logged in, make sure to log them out by pressing the **Logout** button.
3. At the login box that will be presented to you, enter the following:
 - a. **Your Username:** You can login with the username you have been provided with.
 - b. **Your Password:** Your password is given to you in combination with your username. If your password is invalid, you will be presented with an error message. Additionally, please note that passwords are case-sensitive.

After you log into the Administrator Dashboard there are several options for you:

- You can view a list of Sales Managers.
- You can create new Sales Managers.
- You can delete already existing Sales Managers.
- You can view a list of Accounting Managers.
- You can create new Accounting Managers.
- You can delete already existing Accounting Managers.
- You can view a list of Storage Managers.
- You can create new Storage Managers.
- You can delete already existing Storage Managers.
- You can view a list of Assemblers.
- You can create new Assemblers.
- You can delete already existing Assemblers.

How can I create a new Sales Manager?

1. You can create a new Sales Manager by pressing the **Create Sales Manager** button, which is located on the left handside of the Sales Manager List page.
2. After pressing the button, a pop up window will appear, where you will have to input information about the new Sales Manager, such as his **Username** and **Password**.
3. Finally, you can create the Sales Manager by pressing the **Create** button.

How can I delete a Sales Manager?

1. You can delete a Sales Manager by hovering your mouse over the Sales Manager, and then pressing the **Delete** button that will appear.
2. After pressing the button, a pop up window will appear, where you can either Confirm the deletion of the Sales Manager by pressing the **Yes** button, or Cancel it by pressing the **No** button.

How can I create a new Accounting Manager?

4. You can create a new Accounting Manager by pressing the **Create Accounting Manager** button, which is located on the left handside of the Accounting Manager List page.
5. After pressing the button, a pop up window will appear, where you will have to input information about the new Accounting Manager, such as his **Username** and **Password**.
6. Finally, you can create the Accounting Manager by pressing the **Create** button.

How can I delete an Accounting Manager?

3. You can delete an Accounting Manager by hovering your mouse over the Accounting Manager, and then pressing the **Delete** button that will appear.
4. After pressing the button, a pop up window will appear, where you can either Confirm the deletion of the Accounting Manager by pressing the **Yes** button, or Cancel it by pressing the **No** button.

How can I create a new Storage Manager?

7. You can create a new Storage Manager by pressing the **Create Storage Manager** button, which is located on the left handside of the Storage Manager List page.
8. After pressing the button, a pop up window will appear, where you will have to input information about the new Storage Manager, such as his **Username** and **Password**.
9. Finally, you can create the Storage Manager by pressing the **Create** button.

How can I delete a Storage Manager?

5. You can delete a Storage Manager by hovering your mouse over the Storage Manager, and then pressing the **Delete** button that will appear.
6. After pressing the button, a pop up window will appear, where you can either Confirm the deletion of the Storage Manager by pressing the **Yes** button, or Cancel it by pressing the **No** button.

How can I create a new Assembler?

10. You can create a new Assembler by pressing the **Create Assembler** button, which is located on the left handside of the Assembler List page.
11. After pressing the button, a pop up window will appear, where you will have to input information about the new Assembler, such as his **Name**, **Username**, and **Password**.
12. Finally, you can create the Assembler by pressing the **Create** button.

How can I delete an Assembler?

7. You can delete an Assembler by hovering your mouse over the Assembler, and then pressing the **Delete** button that will appear.
8. After pressing the button, a pop up window will appear, where you can either Confirm the deletion of the Assembler by pressing the **Yes** button, or Cancel it by pressing the **No** button.

How can I log out?

1. At any point, you can logout by pressing the **Logout** button, present at the main navigation bar.