Chapter 2: Administrator Tasks

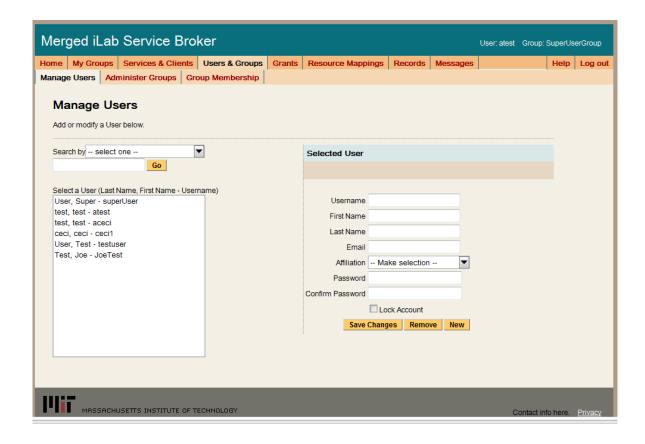
In this section we will cover the basic tasks that users perform:

- ✓ Create a user account
- ✓ Delete a user account
- ✓ Disable a user account
- ✓ Create a group
- ✓ Add users to a group
- ✓ Remove users from a group
- ✓ Create new messages
- ✓ Delete messages
- ✓ Retrieve experiment results
- ✓ Retrieve login records
- ✓ Retrieve user session information
- ✓ Run Group Reports

Create a user account

While most users will register for their own accounts, sometimes it is necessary to create one or more user accounts.

- 1. Login to the Service Broker as administrator.
- 2. Click the Users & Groups Tab.
- 3. Click the Manage Users tab.
- 4. Enter the user information for the account.



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