



The screenshot shows the 'Users' management page in the ContactSuite application. The interface includes a sidebar menu, a top navigation bar, a search field, and a table of users. Numbered callouts highlight specific features:

- 1. Menu:** Points to the 'Users' link in the left sidebar.
- 2. Search field:** Points to the search bar at the top of the user list.
- 3. Add button:** Points to the 'Add user' button with a plus icon.
- 4. Content:** Points to the user data table.

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1. Menu

2. Search field

3. Add button

4. Content

1. Menu

This is the settings menu for your ContactSuite environment. With an administrator roll you'll see significantly more options than a regular user. To give you a little bit of an idea of how the screens are set up we'll briefly go through them. This applies to most if not all other settings screens.

Amongst others you'll find:

"Users" with an overview of users who have access to this ContactSuite environment and the roles assigned to them. You can add, edit and remove users.

"Roles" the roles available for your ContactSuite environment are listed here. Roles can be added, edited and deleted. A role is composed out of features that come with the license that you've purchased. Changes to a role become visible to the user from the next time they log in.

"VoIP accounts" shows an overview of your VoIP accounts. Every VoIP account comes with a free GEO number which you can request through Customer Care. You can see the status of your current VoIP accounts

"Destinations" allows you to define external phone numbers as pre-defined destinations. These can be used in Call groups and will prevent you from having to re-enter recurring phone numbers each time.

"Devices" With a Plus package you can choose to define Wall Screens with performance data. Using a Raspberry Pi with a special ContactSuite Image you can easily display this on any TV you connect it to, to keep an eye on your phone traffic. In this screen you can define which Raspberry Pi devices are allowed to access your ContactSuite environment

"Audit log" is an important place to get insight into changes that were made. Good for checking action after these took place, or if something's missing. Amongst others you can find who did what and when.

"Documentation" is the place where you can find handy documents to guide you through using ContactSuite. In time this will be developed into a knowledge base of everything ContactSuite to provide you with the knowledge and information to optimally use the platform to your advantage.

"Change password" Password1 wasn't as good of a choice as you thought? Then you'll find instructions here on changing your password.

2. Search field

On top of every overview there's a search field available. The text behind it shows the number of results found for your query. Unless specified otherwise you can search for data in any of the fields shown in the overview.

3. Add button

When you're able to add content to the overview such as users or roles, you'll notice an add button in the top-right corner. This opens a new screen allowing you to easily fill in the required fields. Not entirely sure what to enter? Click the questionmark flag for more information.

4. Content

The overview shows a summarised collection of data as recorded. Often you'll find a name, description and other supporting information. The list is sorted alphabetically by default, by clicking the header of a column you can change the sort order.