

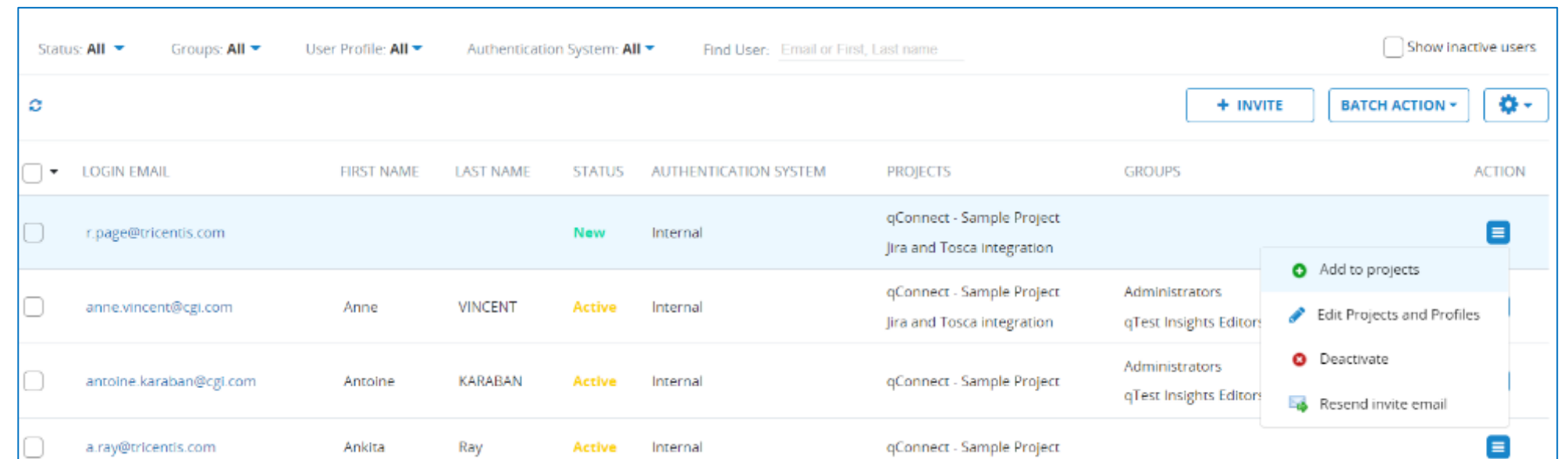
INDIVIDUAL USER ACTIONS

Access ACTION Icon



In addition to the batch actions that a qTest Administrator can perform on the Users, they can also perform individual User actions.

By clicking the **ACTION** icon corresponding the User, an Admin can perform the following activities:

- Add to Projects
- Edit Projects and Profiles
- Deactivate
- Resend invite email



The screenshot displays the qTest user management interface. At the top, there are filters for Status (All), Groups (All), User Profile (All), and Authentication System (All), along with a search bar for 'Find User: Email or First, Last name' and a 'Show inactive users' checkbox. Below the filters are buttons for '+ INVITE', 'BATCH ACTION', and a settings icon. The main table lists users with columns for LOGIN EMAIL, FIRST NAME, LAST NAME, STATUS, AUTHENTICATION SYSTEM, PROJECTS, GROUPS, and ACTION. The first user, 'r.page@tricentis.com', is highlighted in blue. The ACTION column for this user contains a menu icon. A dropdown menu is open for this user, showing four options: 'Add to projects' (with a green plus icon), 'Edit Projects and Profiles' (with a blue pencil icon), 'Deactivate' (with a red minus icon), and 'Resend invite email' (with a green mail icon).

	LOGIN EMAIL	FIRST NAME	LAST NAME	STATUS	AUTHENTICATION SYSTEM	PROJECTS	GROUPS	ACTION
<input type="checkbox"/>	r.page@tricentis.com			New	Internal	qConnect - Sample Project Jira and Tosca Integration		
<input type="checkbox"/>	anne.vincent@cgi.com	Anne	VINCENT	Active	Internal	qConnect - Sample Project Jira and Tosca Integration	Administrators qTest Insights Editors	
<input type="checkbox"/>	antoine.karaban@cgi.com	Antoine	KARABAN	Active	Internal	qConnect - Sample Project	Administrators qTest Insights Editors	
<input type="checkbox"/>	a.ray@tricentis.com	Ankita	Ray	Active	Internal	qConnect - Sample Project		

***Note:** To learn more, access the link shared in the description to a course focusing on the qTest license activation and management.*