C:\Users\vrush\AppData\Local\Packages\Microsoft.Windows.Photos_8wekyb3d8bbwe\TempState\ShareServiceTempFolder\image.jpeg

**User Access Process**

**Version: 1.0**

**Date: 5-3-2024**

**Revision History**

|  |  |  |  |
| --- | --- | --- | --- |
| **Version** | **Date** | **Author** | **Revision Description** |
| 1.0 | 5-3-2024 | Vrushtee Patel | Requirement |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

# **Path** [**http://10.1.10.5:9000/Admin/UserInfo**](http://10.1.10.5:9000/Admin/UserInfo)

# **A screenshot of a computer Description automatically generated**

# **Creating User**

open NEW menu left side and   
Fill out details according to the type of access required for specific user  
  
A screenshot of a computer

Description automatically generated

# **Verifying user details**

# **V**erify user details**A screenshot of a computer Description automatically generated**

# 

# **Menu Access**

# There will be some default menu access. But can add or remove as requested.

# A screenshot of a menu Description automatically generated

# **Report Access**

# There will be some default Report access. But can add or remove as requested.

# A screenshot of a report Description automatically generated

# **Account Access**

# Provide the account access as requested as below (R or W) A screenshot of a computer Description automatically generated **7. Indicators:**

# R - read only. W- full access on the account / trader level. Checkbox Checked - permission given. Checkbox Unchecked - removed/not given yet.