

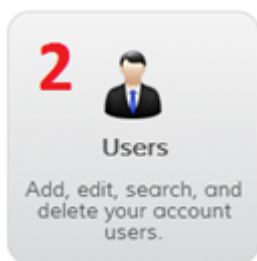


# Create a User

1. Click the 'Admin' icon in the top right corner.



2. Click the 'Users' icon.



3. A window will open which displays all current users and their information. You can create, edit and delete users on this page.

4. Click the 'Add New User' button.

5. Fill in the fields. Click the 'Save' button.

**User Management** 3

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First Name	Last Name	Address	Phone	CellPhone	Email	Group	Company	Actions
Test	Account	1121 NW 10th St.	482-234-3522		Your@Email.com			6

