

# WEB Tacho User management

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## Creating User

Users can be created and assigned to companies by clicking "**Add**" button shown in the picture below and filling the necessary information.



LOGIN (NEW ITEM)

Company group :

Default Group

Company :

Role :

User :

Comment :

Email :

name@domain.com

Password :

Save

Cancel

ROW	DESCRIPTION
Company group	Select to which <i>company group</i> the user will belong
Company	Select to which <i>company</i> the user will belong
Role	Select the role of the user: Integrator, Manager, User, Disabled
User	Enter the user name (Mandatory)
Comment	Write a comment (Optional)
Email	Enter user email address (Mandatory). <a href="#">Email is used for WEB Tacho notifications</a>
Password	Create password for the user (Mandatory)

## User roles

There are three user roles which have different permissions. The table below shows the difference

between different user roles.

**Please note,** that some actions might be suspended, when the company licenses are expired.

	Integrator	Manager	User
Create, edit, and delete companies	+		
Register, edit and delete objects	+	+	
Create, edit and delete users	+	+	
Create, edit and delete schedules	+	+	
Create, edit and delete company cards	+	+	
See company licenses (quantity and period)	+	+	
Receive e-mail messages for failed schedules	+	+	+
Receive e-mail messages with DDD files attached on schedule completion	+	+	+
Manage FTP synchronization	+		
Manage licenses in company group	+		
Download DDD file from server	+	+	+