Users

The Users task allows users to manage other user accounts in your group with an equal or lower priority access level than that of their own. Each user is assigned a role number or level of priority access from 0 to 7 (high to low). A user at level two can manage users with a role of 2 to 7, tapemaster super user account and users with a role of 0 can manage all user accounts

Select Users

Once logged into TapeTrack Lite, select Users from the Library Management Task's drop-down menu.



Users option is hidden by default. Edit TMSLite.cfg file, change Users to false and restart TapeTrack Lite.

Options

This will open the Options window. If required you can set the location for the log files to be written to, or leave the default. To change the default directory, click in the right of the Log File Folder and click on the button and select directory.

L TapeTrack Lite [™] - Options			×
Instructions			
The Options screen allows you to	specify options that will influence how fu	uture screen perform.	
The options you change will be re	tained for future sessions.		
General Options			
Log file folder	C. Arrogram Files (Tape Track		
		Browse for Folder X	
Log File Folder		Synaptics TapeTrack TapeTrack Checkpoint TapeTrack Framework Server TapeTrack Lite docs icons Lite Log Files TapeTrack Server Utilities TapeTrack Sync TapeTrack TapeMaster	
Log File Folder Folder where log files will be written.		OK Cancel	
		< Back Next > Cano	cel

Altering User's attributes

To alter a user's attributes, left-click a user ID

- Change name: click on name and insert new name.
- Alter role: click on role and select new role from drop down box.
- Email Address: Insert or alter email address.
- User Disabled: Enable or disable user login.

a TapeTrack Lite™ - Manage Authorized Users								
Instructions								
The Manage Aur	norized Users screen allo	ows you	to manage other T	apeTrack	Users who are in	your group.		
You will only be a	ole to manage Users wit	h a Role	below yours.					
To add delete or	modify a liear salact th	o roquira	d Llear from the list	helow ri	abt hand click and	ealect the required option from the context manu		
TO add, delete of	modily a User, select th	erequire	d Oser nom the list	Delow, II		select the required option from the context ment.		
User-ID	Name		Role		User-ID	dcumming		
Enter text here	Enter text here	Y	Enter text here	7	Name	Dean		
deummina	Dean		0.	-	Email Address			
	documentation		0:		User Disabled	False		
scunliffe	Scott		0:		Role	0:		
tapemaster			0:					
_ ·								

Right-click a user ID to select

- **Delete**: delete the selected user/s.
- **Export**: export selected user/s information to an XML document.
- Insert a New User ID: Disabled at this level.
- **Print**: Prints the selected or all of the users showing User ID, User Name and Assigned Role Number.
- **Refresh**: Refreshes the page to display the most up to date information from the server. Pressing F5 will do the same.
- **Reset Password**: Enables users to change or reset the password for any users with a role number equal or greater.

📙 TapeTrac	k Lite™ - Manage Authoriz	ed Users					×
Instructions	1						
The Mana	age Aurhorized Users screen a	allows you	to manage other Ta	apeTrack	Users who are in y	your group.	
You will o	nly be able to manage Users (with a Role	e below yours.				
To add, d	elete or modify a User, select	the require	ed User from the list	below, ri	ght-hand click and	select the required option from the context men	iu.
User-ID	Name		Role		User-ID	dcumming	
Enter text h	ere 🔻 Enter text here	7	Enter text here	7	Name	Dean	
deummir	ng Dean	-	0.	_	Email Address		
doc	Delete		0:		User Disabled	False	
	5 cicle		0.		Role	0:	
2 tane	Export	>	0.				
	Insert a new User-ID		0.				
2 lean	Print	>	0.				
	Refresh						
	Reset Password						
							~

Complete

This will bring up the Complete window, from here you can

- Click Finish, Cancel or X to exit TapeTrack Lite
- Click Back to return to start menu and select another task
- Click View Log File to view the log
- Click Print Log File to print out log file for further reference
- Click About This Software to view product and support (email, phone & website) information



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Permanent link: https://rtfm.tapetrack.com/lite/function_users?rev=1510346122

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