

Adding A New User

Prerequisites

- Active User-ID with tapemaster rights
- TapeMaster access



If assigning tapemaster rights to the new User you must login as the tapemaster User-ID

Creating New User-ID

In TapeMaster open the Group/User Administration window via the main menu Administration → Group/User Administration.

Right-click in the white space on the User Administration screen and select Add.

Identity

Add New User

IdentityIP RangesAccess

Identity

ID

Name

Group

ID

Options

Administrative rightsFalse

Scan-In OnlyFalse

DisabledFalse

No ScannerFalse

No Time-OutFalse

tapemaster rightsFalse

Allow access inheritanceFalse

CertifyFalse

AD Domain

Require AD GroupFalse

Client Access

TapeMasterTrue

LiteTrue

CheckpointFalse

SyncTrue

Details

Email Address

Description

Defaults

Customer-ID<No Selection>

One-Time Password

EnableTrue

ActivatedFalse

Certify

User can create new Certificates

Save

Cancel

Help

Set the users identity fields



If using windows Active Domain to log into TapeTrack, the username must match your AD username

[technote](#), [user](#), [tapemaster](#), [lite](#)

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