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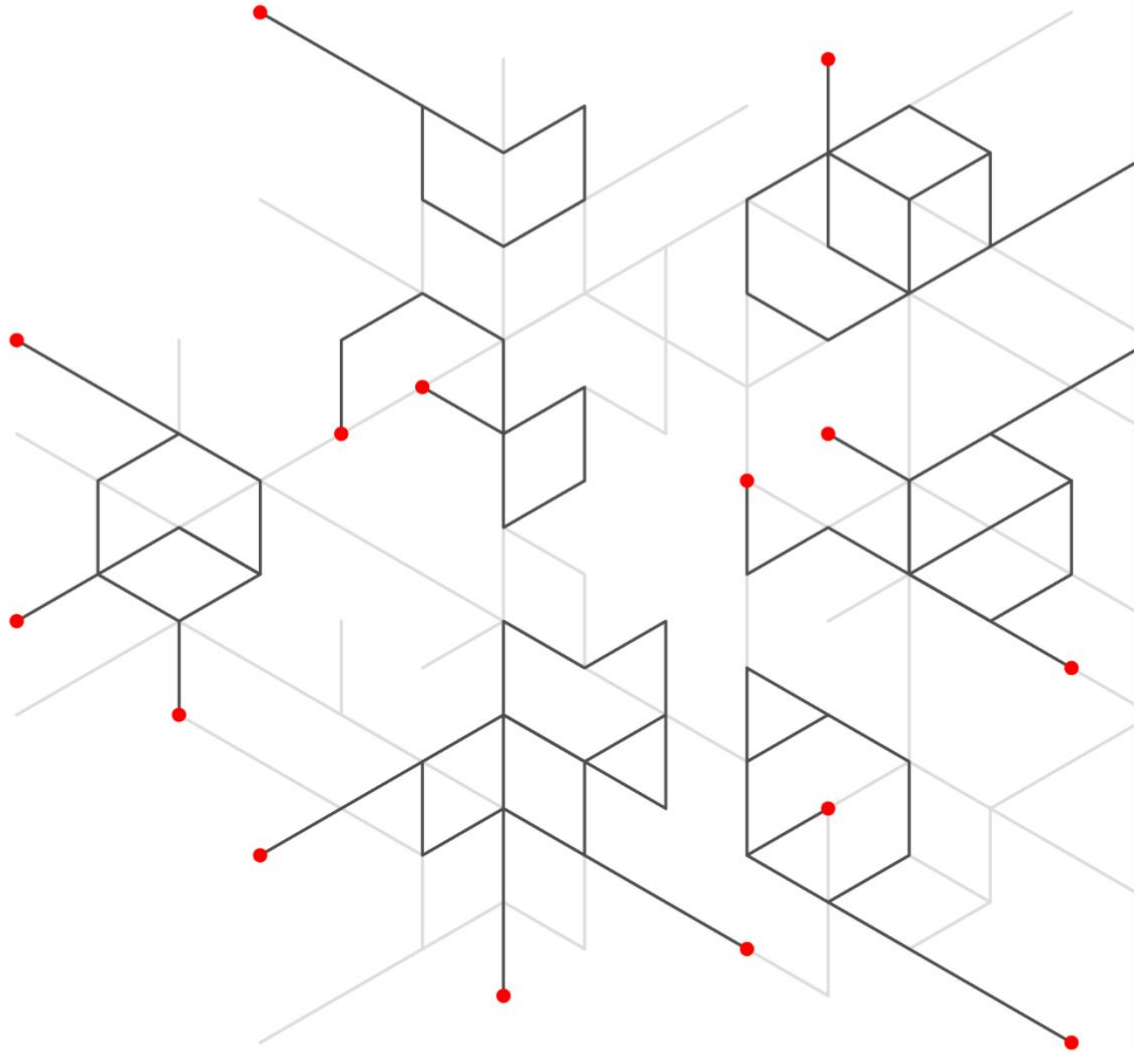


USER MANUAL

How To Create A User

26/07

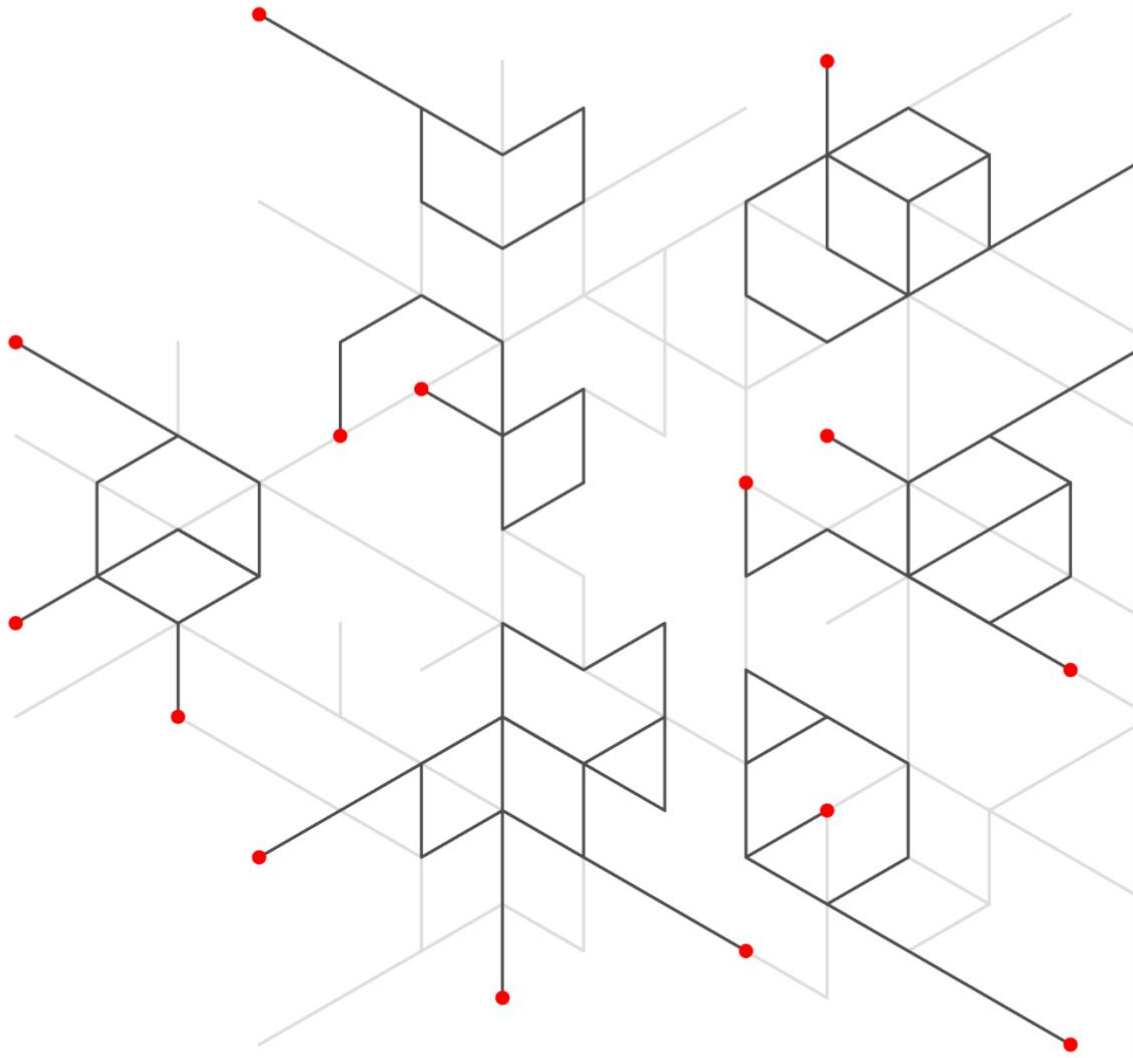
Cockpit User Creation

This guide describes how to create a new Cockpit user and assign operator access.

Open the Cockpit portal and navigate to Administration → Account → Users.

- Click ”New User” button.
- Enter user credentials and profile information.
- Select the appropriate user group.
- Assign operator access (optional):
  If the user should only access specific operators, search for the required operator in the Operator field. Skip this step if the user should have access to all operators in the database.
- Click **Create** to create the user. The user will then receive an email containing instructions on how to log in.





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