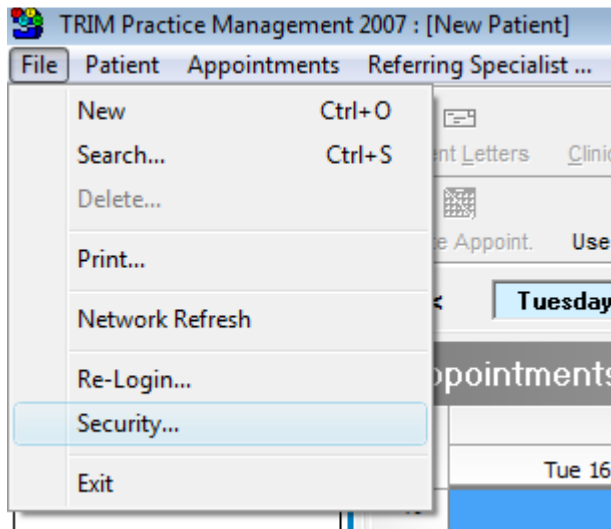


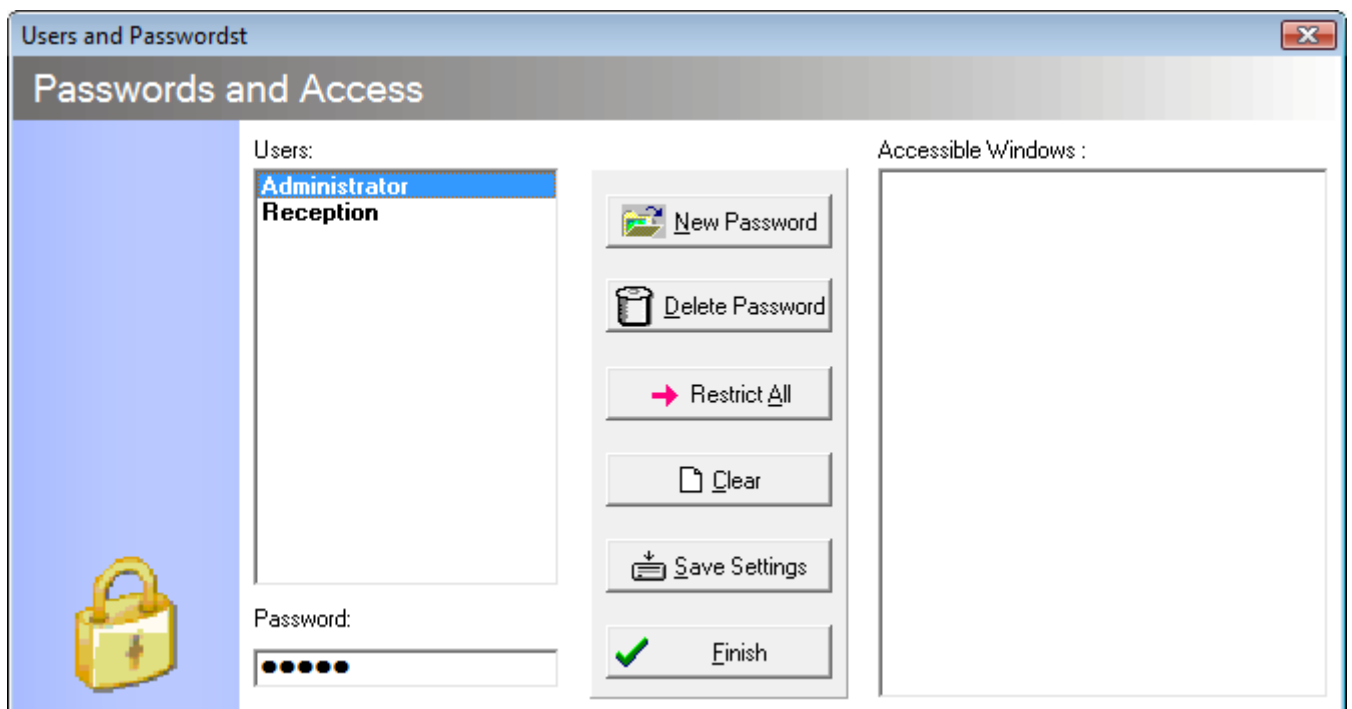
## Creating User Logins and Access Levels

You can create as many logins as you like.

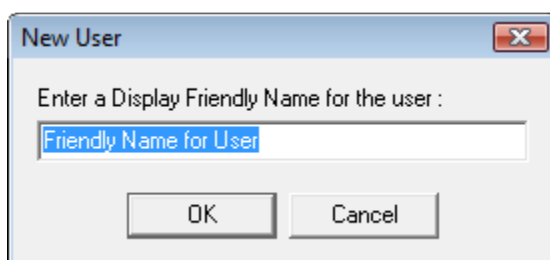
Select File | Security from the main menu...



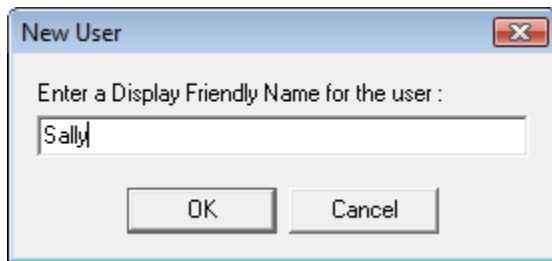
And you will get the security form...



Select New Password...

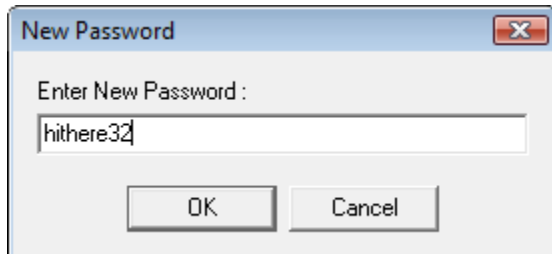


and enter a Display Name...



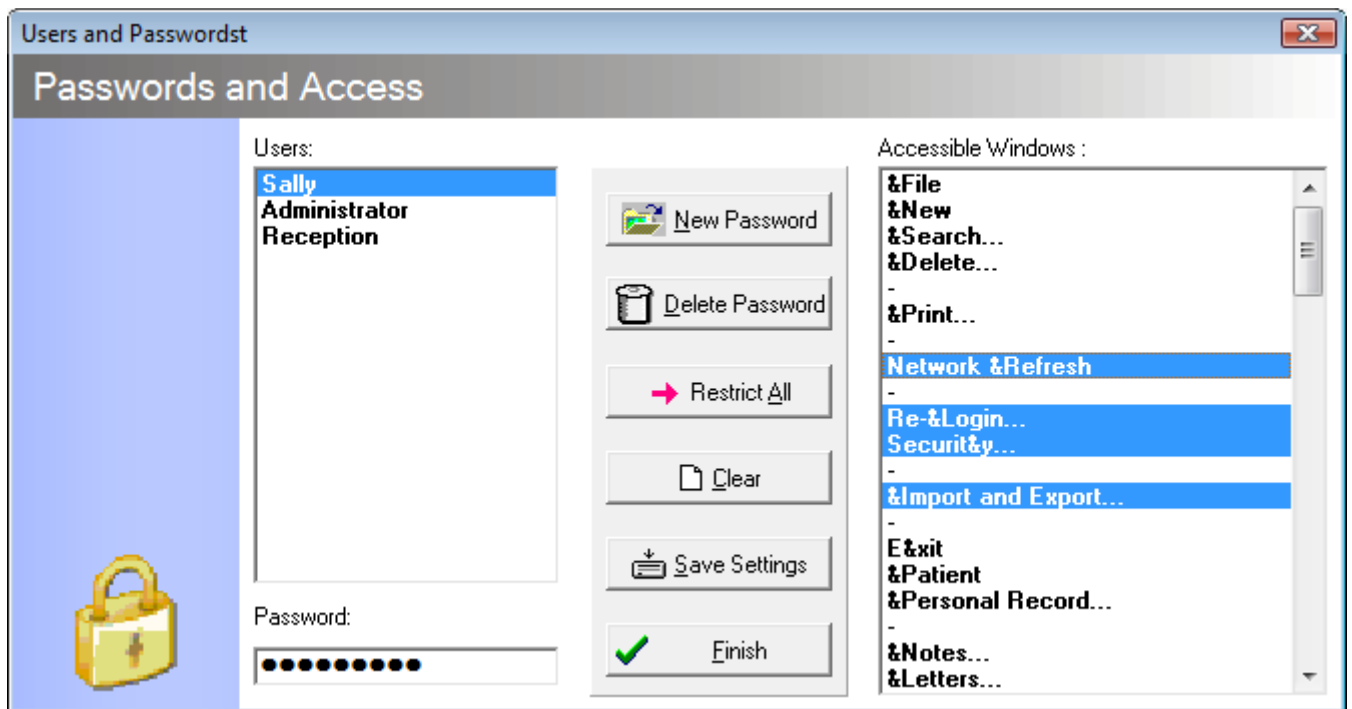
then OK

Enter the password that will be used for logging on...



This is the password used to log in to the system initially.

Select the New user in the left window of the main form...



While holding down the ctrl key mouse click on menu items in the right window that will be RESTRICTED from access for this user.

I recommend always selecting at least those shown above for normal users.

Select SAVE SETTINGS for each user that is added or changed before doing another.

The system does have an annoying "Save settings" question each time you move from user to user but this is because many people didn't save changes manually.