Security Setup
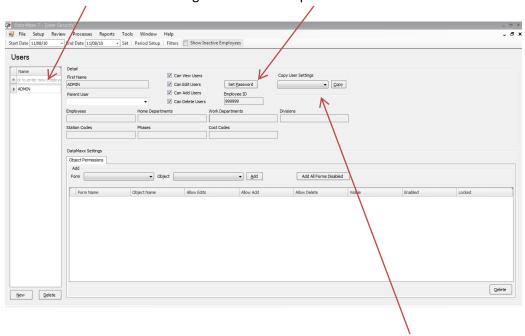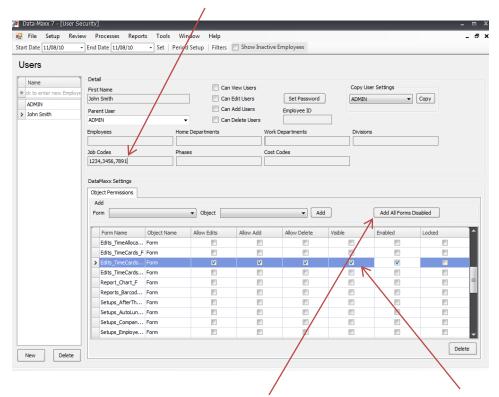
1. In DM7 go to Tools > Security > Users
2. Add a new user here. After adding the user set the password.

3. You can copy other user's settings by selecting one in a drop down here.
4. If you only want have the user see certain department, job etc.. add them here. For multiple jobs separate them with commas with no space. For a range use a colon; example 1000:2000

5. To disable forms from being seen by the user click Add all forms disabled and check the forms you want them to see.