

## User Administration

User Administration allows system administrator to create/modify/delete users.

In User administration Menu, while creating new user in the default role selected will be 'Normal User'. The user role field is mandatory and has to be selected.

The screenshot shows a web interface for 'User Maintenance' with a sub-section for 'Create New User'. The form contains the following fields and elements:

- User ID\***: Text input field containing 'xxxxxxxx'.
- Password\***: Password input field with masked characters.
- Name\***: Text input field.
- Email\***: Text input field containing '@'.
- Mobile No\***: Text input field.
- Designation**: Text input field.
- User Role\***: A dropdown menu currently showing 'NORMAL USER'.
- Informational Note**: A yellow box containing the text: 'By selecting Admin Role, you grant access to all the functions available in the application.'
- Action**: A blue button labeled 'Save Changes' with a checkmark icon.

By Selecting Admin role, you grant access to all the functionalities available in the application.

If the user role is selected as 'Normal User', then the admin user who is creating the user will have to provide accesses to the functionalities from the below mentioned screen.

Unless the access is provided to the user, the user will not be able to view the functionalities in the E-Service Application.

It is advisable to the admin users, to provide the access to the functionalities while creating the new users.

## User Maintenance

User Access for

Enable All

### Port Security Clearance

Access	Yes	No
New	<input checked="" type="radio"/>	<input type="radio"/>
Renew	<input checked="" type="radio"/>	<input type="radio"/>
Search	<input checked="" type="radio"/>	<input type="radio"/>

### Gate Pass Request

### Permanent Pass Request

### Vehicle Pass Request

### Equipment Hiring

### Invoice/Outstanding Enq

### Invoice Backup Report

### Online Certificate

Save Changes