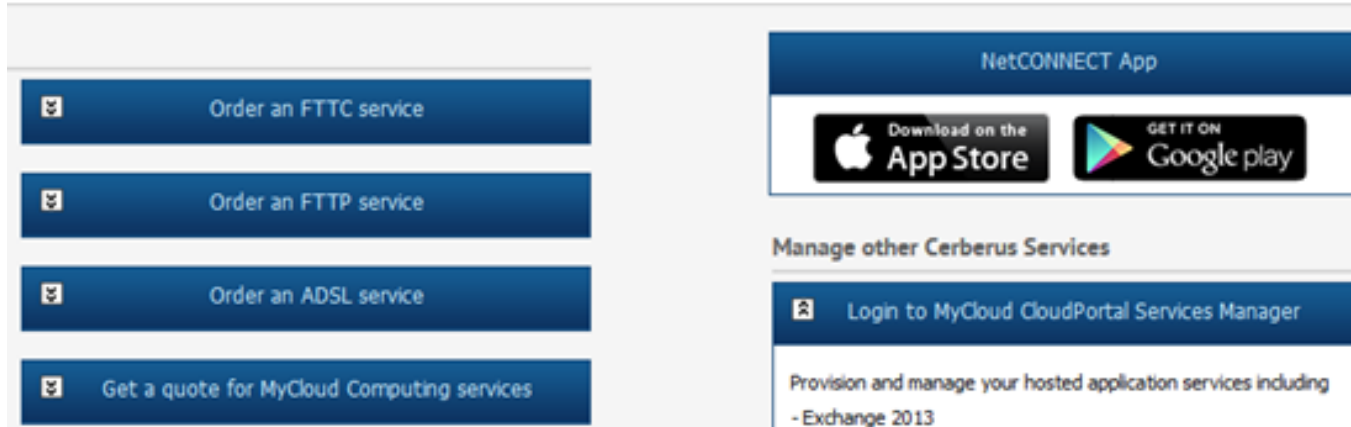
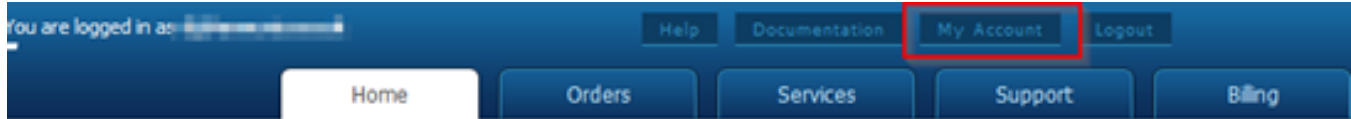


NetCONNECT 2.0 - Add New User

This feature is enabled for any NetCONNECT user designated as Admin. More than one user per client can be designated as Admin. An Admin user on a client account can create new NetCONNECT users for that account.

Please follow the following steps to create new user.

1. Go to the <https://nc2.cerberusnetworks.co.uk>
2. Login with Admin user credentials.
3. Click "My Account"



4. Click on "Create New User" button.

My Account

A screenshot of the 'My Account' page. The page has a header 'My Account' and a sub-header 'Account Details'. Below this, there are several form fields: 'Name', 'Username', 'Company Name', 'Primary Tel.', 'Mobile Tel.', 'Email', 'Job Title', and 'RID'. There is also a 'Roles' section with checkboxes for 'Accounts', 'Support', 'New Orders', 'Edit Line Profiles', 'Admin', 'View Invoices', and 'NetSTATS'. Below the roles, there is an 'Address' section with 'Primary Address' and 'Delivery Address' options. At the bottom of the form, there is a 'Submit' button and a 'Reset Password' button. At the bottom right of the page, there is a 'List Accounts' button and a 'Create New User' button, which is highlighted with a red rectangular box and a red arrow pointing to it from the left.

5. Complete the contact information for the new user and assign the appropriate roles, then submit the form.

Request New User

Title :

First Name :

Last Name :

Company Name

:

Landline No :

Mobile :

Email :

Job Title :

Notes :

Roles :

- Accounts Support New Orders Edit Line Profiles Administrator View

Invoices