

Users

Before you begin creating your applications and designing your workflow processes, it is ideal to setup the organization chart first.

Setup Users

1 Setup Organization

2 Setup Groups

3 Setup Users

Create New User

Filter By Organization Search

	Username	First Name	Last Name	Email	Status
<input type="checkbox"/>	admin	Admin	Admin		Active
<input type="checkbox"/>	cat	Cat	Grant		Active
<input type="checkbox"/>	clark	Clark	Kent		Active
<input type="checkbox"/>	david	David	Cain		Active
<input type="checkbox"/>	etta	Etta	Candy		Active
<input type="checkbox"/>	jack	Jack	Drake		Active
<input type="checkbox"/>	julia	Julia	Kapatelis		Active
<input type="checkbox"/>	roy	Roy	Harper		Active
<input type="checkbox"/>	sasha	Sasha	Bordeaux		Active
<input type="checkbox"/>	tana	Tana	Moon		Active
<input type="checkbox"/>	terry	Terry	Berg		Active
<input type="checkbox"/>	tina	Tina	Magee		Active

15

Page 1 of 1

Displaying 1 to 12 of 12 items

Delete

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APP

Forms & UI

Processes

Properties

SYSTEM

Users

Monitor

Settings

Figure 1: Setup Users - Setup Users

In the default view shown above, you will be able to list and manage all the users.

The **Setup Users** module would still continue to work even when you are using external directory manager such as LDAP. When using such external directory manager, you can only gain read-only view.

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Edit UserDelete UserAssign Report ToAssign Groups

User Details

Username	cat
First Name	Cat
Last Name	Grant
Email	
Role(s)	User
Time Zone	
Status	Active

Employee Detail

Employee Code	
Job Title	
Department	Product Development
Grade	Executives
Organization	Joget Org
Start Date	
End Date	
Head of Department (HOD)?	No
Report To	

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Figure 2: Setup Users - Setup Users - Viewing a User

To assign permission to users to build and edit apps, assign the users the "Role(s) = admin" in Setup Users.