

 **USERS**

The **USERS** menu item is displayed if your security company authorized User Codes Management when setting up your account and the User Code you entered to login is authorized to manage User Codes on your system. User Codes Management includes the ability to add, remove or edit users from your system, as well as edit user permissions. Tap the Users menu item on the screen to access the Users Code options programmed for your system.

 **Add Icon**

Tap on the Add icon to create a User in your system.

User Name - Enter up to 32 characters for the name.

User Number - The next available user number is displayed by default. You may enter a different number.

User Code -Users also have a user code entered into the keypad when arming or disarming.

XT Series panels allow 4 digit User Codes.

XR550 Series panels allow for 3 to 6 digit User Codes.

Area System - enter 3 - 6 digit User Codes

All/Perimeter, Home/Sleep/Away, or Home/Away -
enter 4 digits

- **User Level** - The user is also assigned a level of authority (Master, Arm only, or Temporary) by the person administrating the system to determine the functions the user can access.

XT Series Panels User Options.

- **Master**- All Authority allowed

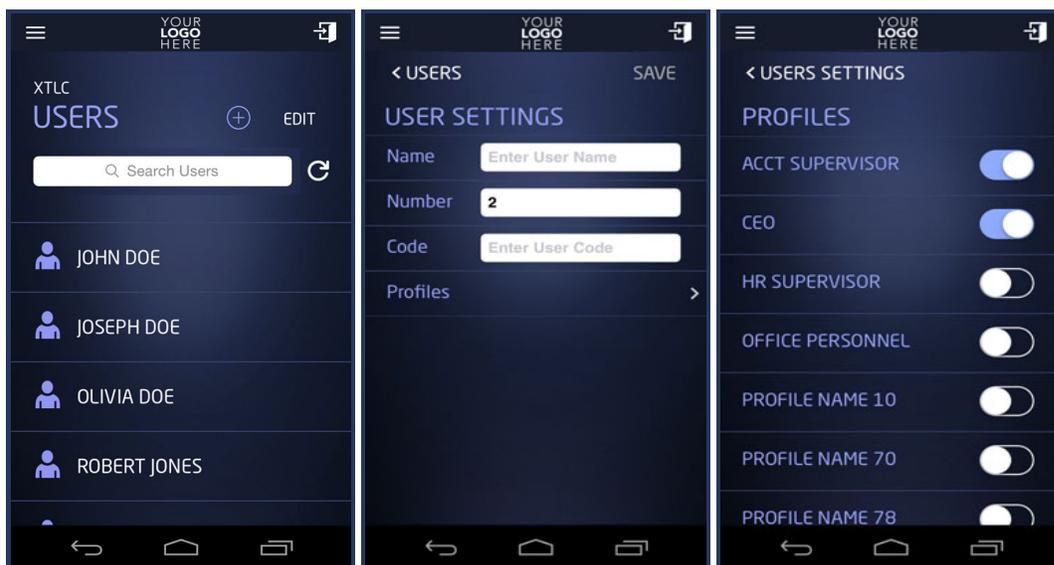
- Arm Only - No disarm authority
- Temporary – The user is automatically deleted in seven days.

XR550 Series Panels User Levels.

- Profiles - At least one profile must be selected and up to four may be assigned to the User. The default is Profile 1.

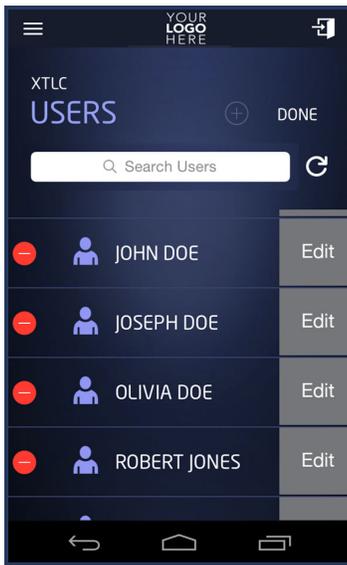
Temporary User - You may use this feature to add the user for a limited time if the User only needs access to your system on a temporary basis. Temporary is only an option if a selected profile has the Temp Code option selected in the panel. Tap Expiration to set a date and time for the User Code to expire. Default is 7 days.

Note: A User Code cannot be left blank.



EDIT Edit

Tap on Edit to display a list of Users with two options: EDIT and the Delete Icon. Tap EDIT to edit their name, User Code, their assigned areas and profiles. Tap SAVE to save.



Delete

Tap the EDIT Icon from the main Users Menu, then tap the Delete Icon to delete a User from your system.

