How to Modify a User

1. On the main menu, Press user manager.



2. Select Edit and press [OK].



3. Choose the name you want to change (press the arrow key to select the name). Press [OK] to edit, and press ESC to cancel.

JD	Name	F	P =	-C	B -
00001	Jenny	1	Ν	Ν	DO
00002	JR	1	N	N	NB
00003	MITCH	1	N	N	NB
-00004	MAQUE	1	N	N	NB
00005	JUSTINE	1	N	N	NB
1-Search OK-Edit ESC-Back					

4. Press the arrow keys to choose the details you want to change, then choose a field. You can add another fingerprint by selecting it and pressing OK, after which you must enroll another biometric fingerprint. Click OK to save.

	Edit	
Name		МІТСН
Fp		1
Pwd		N
Card		N
Grade	Shift 2	User
Dept.		NBI
Lobr.		