The iBoot Cloud Service has added Multiuser Mode and the ability for a Primary Account User to create additional User Accounts specific to the Primary Account and assign outlet rights to the new User Accounts.

If you have a Primary Account on iBoot.co, these are the steps to take create new users, and assign outlet rights to control some or all of the Primary Account outlets and devices.

Overview of Steps to use Multiuser Outlet Rights
(Specific Details follow below)

The first step is to enable Multiuser Mode.

- Account Settings will allow Multiuser Mode selection
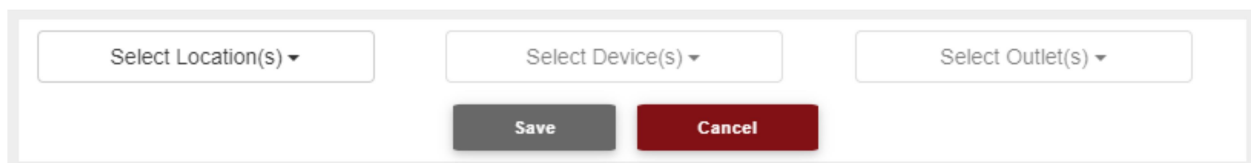- A unique account name will be required

The second step is to create User Accounts under the Primary Account.

- The Primary Account User can add and delete User Accounts
- The Primary Account User can edit the User Accounts password and name
- The Primary Account User can add and edit Account Users outlet rights.
- The User Account can change his own password

The third step is to assign outlet rights for specific users.

- Outlet rights can be assigned as
  - All outlets in all devices in all locations
  - All outlets in all devices in a specific location(s)
  - All outlets in a specific device in a specific location
  - Some outlets in a specific device in a specific location
- The User Account can see and control only devices and outlets with assigned rights
- The Primary Account User has rights for all devices and outlets in the account.

Outlet Rights assigning is based on cascading logic selections. More than one rule can be created for each user. When adding rights, you will see 3 drop down selection boxes.

Select Location(s) ▾	Select Device(s) ▾	Select Outlet(s) ▾

Save **Cancel**

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- The first selection box (on the left) is "Select Location(s)"
    This will allow the selection of one or more Locations including the "Select all" option.

- The second selection box (in the middle) is "Select Device(s)"
    This will be available if only one Location has been selected in the Select Location(s) box.
    If only one Location is selected, then this will allow the selection on one or more Devices including the "Select all" option.
    Multiple Location selection will disable the Select Device(s) option

- The third selection box (on the right) is "Select Outlet(s)"
    This will be available if one or more locations have been selected.
    The available outlets to be selected will vary depending on the Maximum number of outlets for the device with the lowest number of outlets within the selected Location(s).
    If one location and one device in that location are selected then the Select Outlet(s) will reflect the maximum number of outlets in that device.
    If one location and multiple devices in that location are selected then the Select Outlet(s) will reflect the device with the least number of outlets.
    If more than one location is selected then all devices for those locations are considered and the Select Outlet(s) will reflect the device with the least number of outlets from those locations.

Specific Details to use Multiuser Outlet Rights

Enable Multiuser Mode

1. Log onto your account and navigate to the "Account Settings" section
2. Select the Radio button next to "Multiuser"
    a. the Account Name error message "Can't be empty!" is normal
3. Enter a unique name in the "Account Name" box
    a. The error will disappear
    b. The name will be confirmed as unique when a green checkbox is displayed
4. Click the "Save" button
    a. A green bar with "Account Updated" will display confirming the save

Add a new User Account

1. Log onto your account and navigate to the "Account Settings" section
2. Scroll down to the "User Accounts" section below the "Account Settings" section
3. Click the "Add User" button
4. Enter a unique Username in the Username field
    a. The username must be unique to the account you are editing.
5. Enter a password for the Sub-Account user
6. Re-enter the password in confirm Password
7. Click "Save" to save the user without any outlet rights
    a. A green bar with "User {name} added successfully" will display confirming the save

Add Existing User Account Outlet rights

1. Log onto your account and navigate to the "Account Settings" section
2. Scroll down to the "User Accounts" section below the "Account Settings" section
3. Select the Username from the available users. (only one at a time is allowed)
4. Click "Edit"
    a. The Username should be filled in
    b. Leave the Password and Confirm Password fields blank
        (Fill them in if you want to change the Users password)
5. Click "Add"
6. Choose desired assignment logic from options (A-E) below

A) Assign All outlets in all devices in all locations
1. Select the "Select all" checkbox from Select Location(s) drop list
2. Click "Save" and the user will have rights for all outlets for devices in the selected location(s)

B) Assign All outlets in all devices in a specific location(s)
1. Select the checkbox next to the name of the Location desired from Select Location(s) drop list
2. Select the "Select all" checkbox from Select Device(s) drop list
3. Click "Save" and the user will have rights for all outlets for devices in the selected location(s)

C) Assign All outlets in a specific device in a specific location
1. Select the checkbox next to the name of the Location desired from Select Location(s) drop list
2. Select the checkbox next to the name of the Device desired from Select Device(s) drop list
3. Click "Save" and the user will have rights for all outlets for the device in the selected location

D) Assign Some outlets in a specific device(s) in a specific location(s)
1. Select the checkbox next to the name of the Location desired from Select Location(s) drop list
2. Select the checkbox next to the name of the Device desired from Select Device(s) drop list
3. Select the checkbox(s) next to the outlet(s) desired from Select Outlet(s) drop list
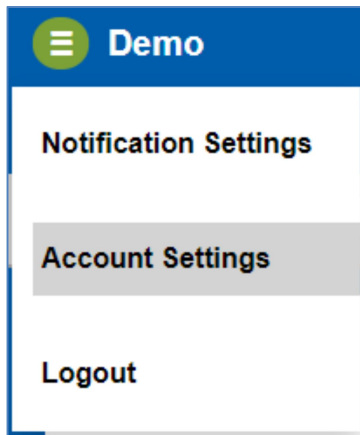4. Click "Save" and the user will have rights for selected outlets for the device in the selected location

E) Assign Some outlets in all devices in a multiple location(s)
1. Select the checkbox(s) next to the names of the Locations desired from Select Location(s) drop list
2. Select the checkbox(s) next to the outlet(s) desired from Select Outlet(s) drop list
   Maximum number will be reflected as device with lowest number of outlets
3. Click "Save" and the user will have rights for selected outlets for all devices in the selected locations

Specific Details to use Multiuser Outlet Rights (with screenshots)
Enable Multiuser Mode

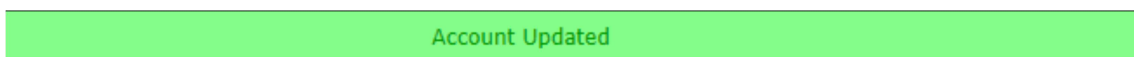1. Log onto your account and navigate to the "Account Settings" section

2. Select the Radio button next to "Multiuser"
   a. the Account Name error message "Can't be empty!" is normal

3. Enter a unique name in the "Account Name" box
   a. The error will disappear
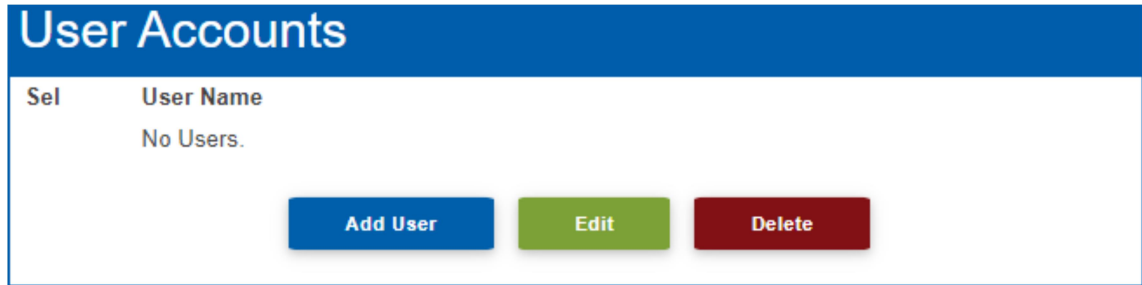   b. The name will be confirmed as unique when a green check is displayed

4. Click the "Save" button
   a. A green bar with "Account Updated" will display confirming the save

Add a new User Account

1. Log onto your account and navigate to the "Account Settings" section
2. Scroll down to the "User Accounts" section below the "Account Settings" section
3. Click the "Add User" button

4. Enter a unique Username in the Username field
   a. The username must be unique to the account you are editing.
5. Enter a password for the Sub-Account user
6. Re-enter the password in confirm Password
7. Click "Save" to save the user without any outlet rights
   a. A green bar with "User {name} added successfully" will display confirming the save

Add Existing User Account Outlet rights
1. Log onto your account and navigate to the "Account Settings" section
2. Scroll down to the "User Accounts" section below the "Account Settings" section
3. Select the Username from the available users. (only one at a time is allowed)

User Accounts

Sel	User Name
☑	Franklin ❗

Add User   **Edit**   **Delete**

4. Click "Edit"
   a. The Username should be filled in
   b. Leave the Password and Confirm Password fields blank
      (Fill them in if you want to change the Users password)

5. Click "Add" (under the User Rights section popup)

Username:	**Franklin**
Password:	
Confirm Password:	

Save   **Cancel**

User Rights   🔍 Search Text

Select Location ▾   Device ⬍   Outlets

Add   **Edit**   **Delete**

Select Location(s) ▾   Select Device(s) ▾   Select Outlet(s) ▾

Save   **Cancel**
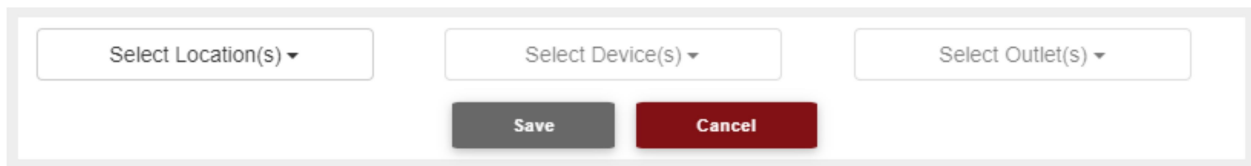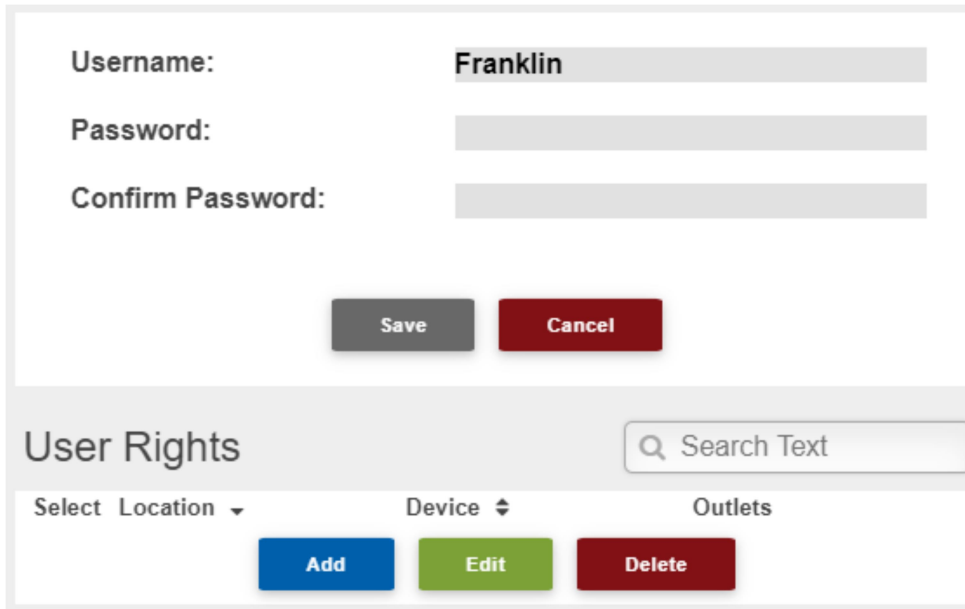
6. Choose desired assignment logic from options (A-E) below
   a. With any save below, a green bar with "User {name} updated successfully" will display confirming the save was successful
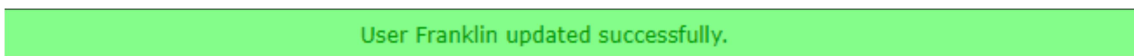
User Franklin updated successfully.

A) Assign All outlets in all devices in all locations
1. Select the "Select all" checkbox from Select Location(s) drop list
2. Click "Save" and the user will have rights for all outlets for devices in the selected location(s)

Select Location(s) ▾	Select Device(s) ▾	Select Outlet(s) ▾

🔍 Search ⊗

☐ **Select all**

☐ Unassigned

☐ one

☐ two

☐ three

☐ four

Save   Cancel

B) Assign All outlets in all devices in a specific location(s)
1. Select the checkbox next to the name of the Location desired from Select Location(s) drop list
2. Select the "Select all" checkbox from Select Device(s) drop list
3. Click "Save" and the user will have rights for all outlets for devices in the selected location(s)

one ▾	Select Device(s) ▾	Select Outlet(s) ▾

🔍 Search ⊗

☐ **Select all**

☐ iBoot-G2-Sams desk

☐ iBoot-PDU-38b3cb

C) Assign All outlets in a specific device in a specific location
1. Select the checkbox next to the name of the Location desired from Select Location(s) drop list
2. Select the checkbox next to the name of the Device desired from Select Device(s) drop list
3. Click "Save" and the user will have rights for all outlets for the device in the selected location

one ▾	iBoot-G2-Sams desk ▾	Select Outlet(s) ▾

Save   Cancel

🔍 Search ⊗

☐ **Select all**

☐ Outlet 1 (Main)

D) Assign Some outlets in a specific device(s) in a specific location(s)

1. Select the checkbox next to the name of the Location desired from Select Location(s) drop list
2. Select the checkbox next to the name of the Device desired from Select Device(s) drop list
3. Select the checkbox(s) next to the outlet(s) desired from Select Outlet(s) drop list
4. Click "Save" and the user will have rights for selected outlets for the device in the selected location

E) Assign Some outlets in all devices in a multiple location(s)

1. Select the checkbox(s) next to the names of the Locations desired from Select Location(s) drop list
2. Select the checkbox(s) next to the outlet(s) desired from Select Outlet(s) drop list

    Maximum number will be reflected as device with lowest number of outlets
3. Click "Save" and the user will have rights for selected outlets for all devices in the selected locations

One of the locations in the list selected above has an iBoot-G2 with one outlet. The other location has an iBoot-PDU-8 with 8 outlets. Since both locations are selected, the device with the lease number of outlets (the iBoot-G2) is used to determine how many outlets can be selected.