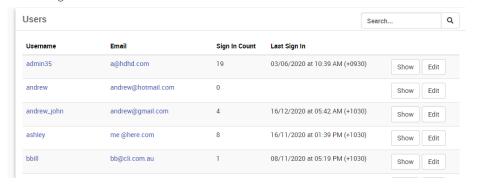
## Edit a user

Last Modified on 07/07/2021 3:13 pm ACST

## Edit a user

- 1. Go to Administration
- 2. Select **Users and Groups**
- 3. Click **Users** in the left section
- 4. You can see the following screen



- 5. Click **Edit** button
- 6. After making the changes, please remember to click update for saving the results.