

User management

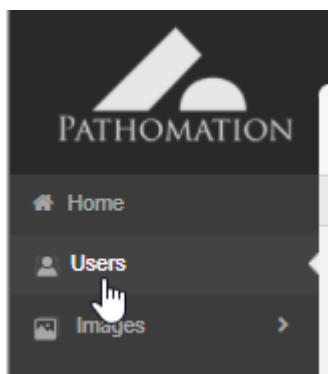
PMA.core works with user accounts. Users can be marked as “Administrative”, in which case they can log into PMA.core directly and administer settings for themselves and for others.

Users that do not have the “Administrative” flag checked, cannot access PMA.core directly; they interface with [root-directories](#) and other PMA.core content via [downstream applications](#) like [PMA.slidebox](#), [PMA.studio](#), or [PMA.control](#). In specific scenarios, you can use these to [emulate service accounts](#).

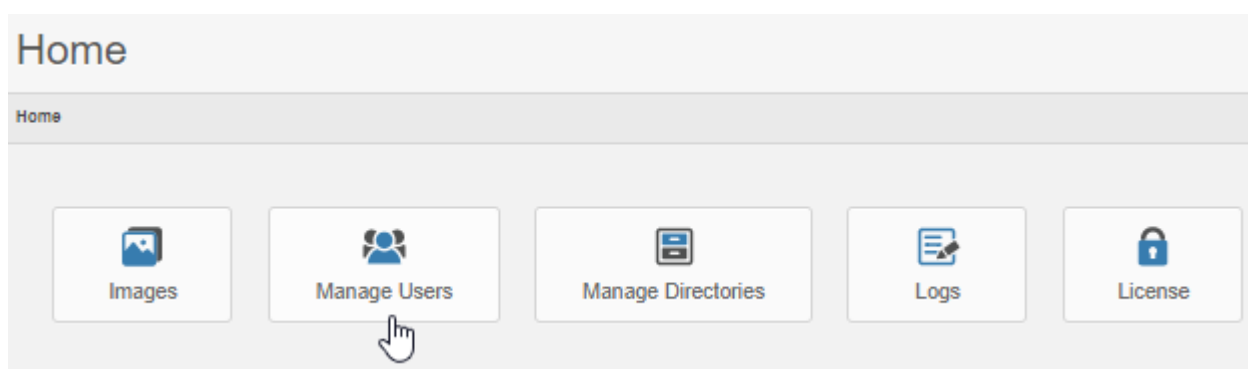
This section discusses how users can be managed within System users can be managed by selecting the “Users” option from the left menu.

Overview

You can access user management in PMA.core by either clicking on the menu option in the left navigation bar:



Or by clicking on “Manage users” from the dashboard:



Either option takes you to an overview table that comprises all currently registered users:

1576 x 427 px (displayed at 1270 x 344)

Users

Home > Users

Quick lookup: Search:

All A B C D E F G H I J K L M N O P Q R S T U V W X Y Z Search...

Users (Filtered 002 out of 882) Export Add

Login	First Name	Last Name	Email	Last login	Local	Administrator	Can Annotate	Suspended	Locked out	
admin	Administrator	Pathomation	admin1@pathomation.com	4/15/2019 1:15:30 PM	True	True	True	False	False	Edit
b_user1	User	User	yves@pathomation.com	4/15/2019 3:34:38 AM	True	False	False	False	False	Remove Remind password Reset password Unlock
consensus	consensus	consensus	consensus@pathomation.com	9/6/2017 12:00:00 AM	True	False	True	False	False	

Clicking on a user name takes you to a detail view where you can find out lots more information about the account, as well as find out what they've been up to.

User details

Home > Users > Details

Summary Edit Audit trail Activity log ACL

User account details

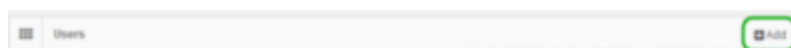
First Name	Yves	Created by	system
Last Name	Peeters	Created on (UTC)	9/15/2017 12:00:00 AM
Email	yves4@pathomation.com	Last modified by	pma_admin
Administrator	☒	Last modified on (UTC)	7/9/2018 8:10:09 AM
Suspended	☐	Password	Remind password
Session ID	IQ_ESB9aETE-LHvzBBZ87g2 User is online		

- The “Last login” column displays each user's last successful login date.
- The “Local” column indicates whether or not a user is managed by PMA.core or LDAP.
- The “Administrator” column indicates whether or not a user can access PMA.core. Non administrator users cannot perform system management tasks within PMA.core.
- The “Can Annotate” column indicates whether or not a user is allowed to create and edit annotations.
- The “Suspended” column indicates whether or not a user is currently allowed to login to either PMA.core or downstream applications. A suspended login is treated as invalid by the system.
- The “Locked out” column indicates whether or not a user is currently locked out due to consecutive invalid log in attempts.
- Clicking on a user's email address launches your default email client.
- Clicking on a user's login name displays a summary of the user's activity.

Next to each entry the following buttons appear:

Button	Description
Edit	Edits the selected user. This option allows the modification of the user's password, email and name. Furthermore the access level of the user can be changed (administrator or not) as well as whether or not the user is allowed to create and manage annotations. Finally a user can be (un)suspended within this option.
Delete	Deletes the selected user
Remind password	Sends a notification email to the selected user that contains their password in plain text
Reset and remind password	Sets a random password for the selected user and sends them a notification email that contains the new password in plain text
Unlock	Lifts a lock out.

To add a user click on the “Add” button on the top right of the table.



The following fields can be defined for each user:

 A screenshot of a web form titled 'Add user'. The form contains the following fields and controls:

- First Name: Text input field
- Last Name: Text input field
- Login: Text input field
- Password: Text input field with a 'Generate' button to its right
- Confirm password: Text input field
- Email: Text input field
- Description: Text input field
- Administrator: Checkbox
- Can Annotate: Checkbox
- Suspended: Checkbox

Field	Description
First Name	The user's first name
Last Name	The user's last name
Login	The user's username. The username must be unique, irrespective of its casing. If user "UsEr" is already defined, you cannot also add user "uSeR".
Password	The user's password
Email	The user's email address
Administrator	Boolean value that indicates whether or not the user can login to the PMA.core administration interface
Can Annotate	Boolean value that indicates whether or not the user can create annotations for virtual slides
Suspended	Boolean value that indicates whether or not the user can login to the PMA.core and PMA.view systems

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