Accounts - Editing (Modifying) Operators

Supervisor

Menu - Account Management - Manage Operator - Operator List

A supervisor can edit the operator name, PIN Code, status, or assigned accounts.

NOTE: To perform this function, you need to be logged in as a supervisor.

To Edit (Modify) An Operator

Basic Steps

• Press the MENU button.
• Login as Supervisor.
• Select Account Management.
• Select Manage Operator.
• Select Operator List.
• The Operator List is displayed.
• Select operator to edit (modify).
• Select Edit/Del.
• Select Edit/Modify.
• Change the desired parameters.
• Select Validate.
• Select Finish.
• Press the Sleep/Wake button to exit.

Detailed Instructions

1. Press the MENU button.

2. Press Next Items until Supervisor is displayed. Select Supervisor.
3. Enter the Supervisor PIN Code and press OK.

4. The Supervisor Menu is displayed.

5. Select Account Management.

7. Select Operator List.

8. The Operator List is displayed. Select operator to edit (modify).
   • To search for an operator, touch the operator box and type the search name.

10. Select Edit/Modify.

11. Change the desired parameters.
12. Select Validate.


14. Press the Sleep/Wake button to exit.