

HOW TO DELETE A USER

STEP 1

Log into the zootaLink platform and navigate to the ADMIN page.

The screenshot displays the ZZOOTA ADMIN interface. At the top, the ZZOOTA logo is followed by 'ADMIN' and a navigation menu with items: Map, Users, Objects, Events, Content, Setup, and Logs. Below the navigation is a search bar with 'training' entered and a 'Search device imei' field. A table lists user accounts with columns for Active status, Email, Group, Manager, Devices, Sub. acc, Devices limit, Expiration date, Last login, and Actions.

<input type="checkbox"/>	Active	Email	Group	Manager	Devices	Sub. acc	Devices limit	Expiration date	Last login	Actions
<input type="checkbox"/>	Active	training@zzoota.com	User		1	0	1	Unlimited	05-11-2019 12:09:31	⚙️ ↓
<input type="checkbox"/>	Active	training@zzoota.com	Manager		11	0	100	Unlimited	16-12-2020 12:27:51	⚙️ ↓

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STEP 2

Check the box of the User you wish to delete.


ZZOOTA ADMIN

Map Users Objects Events Content Setup Logs

Users training Search device imei

<input type="checkbox"/>	Active	Email	Group	Manager	Devices	Sub. acc	Devices limit	Expiration date	Last login	Actions
<input type="checkbox"/>	Active	139.99.208.82@zzoota.com	User	139.99.208.82	1	0	1	Unlimited	05-11-2019 12:09:31	⚙️ ▼
<input checked="" type="checkbox"/>	Active	training@zzoota.com	Manager		11	0	100	Unlimited	16-12-2020 12:27:51	⚙️ ▼

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Users training



Search device imei



STEP 3

To edit select the three cog symbol.

<input type="checkbox"/>	Active	Email	Group	Manager	Devices	Sub. acc	Devices limit	Expiration date	Last login	Actions
<input type="checkbox"/>	Active		User		1	0	1	Unlimited	05-11-2019 12:09:31	⚙️
<input checked="" type="checkbox"/>	Active	training@zzoota.com	Manager		11	0	100	Unlimited	16-12-2020 12:27:51	⚙️

ZZOOTA ADMIN

Map Users Objects Events Content Setup Logs

Users training Search device imei

<input type="checkbox"/>	Active	Email	Group	Manager	Devices	Sub. acc	Devices limit	Expiration date	Last login	Actions
<input type="checkbox"/>	Delete selected	inetraining.com	User		1	0	1	Unlimited	05-11-2019 12:09:31	⚙️
<input checked="" type="checkbox"/>	Active	training@zzoota.com	Manager		11	0	100	Unlimited	16-12-2020 12:27:51	⚙️

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WARNING : This is a one step action and cannot be undone!

STEP 4

Select "Delete selected".

END OF PRESENTATION