Prime/SB Contractor

Create new User Account

Contractor can successfully create a new User Account and assign appropriate role.

Step Detail

- 1. From the left menu, expand the Settings menu item.
- 2. Click "Add a User" from the sub-menu.
- 3. Click the "Add User" button.
- 4. Complete all required (*) fields.
- 5. Click the "Save" button.