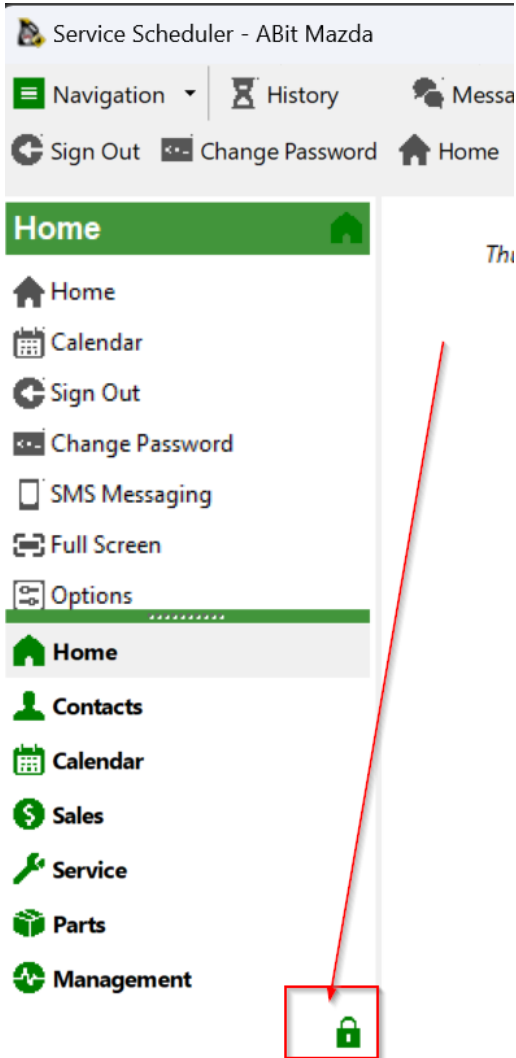


User administration

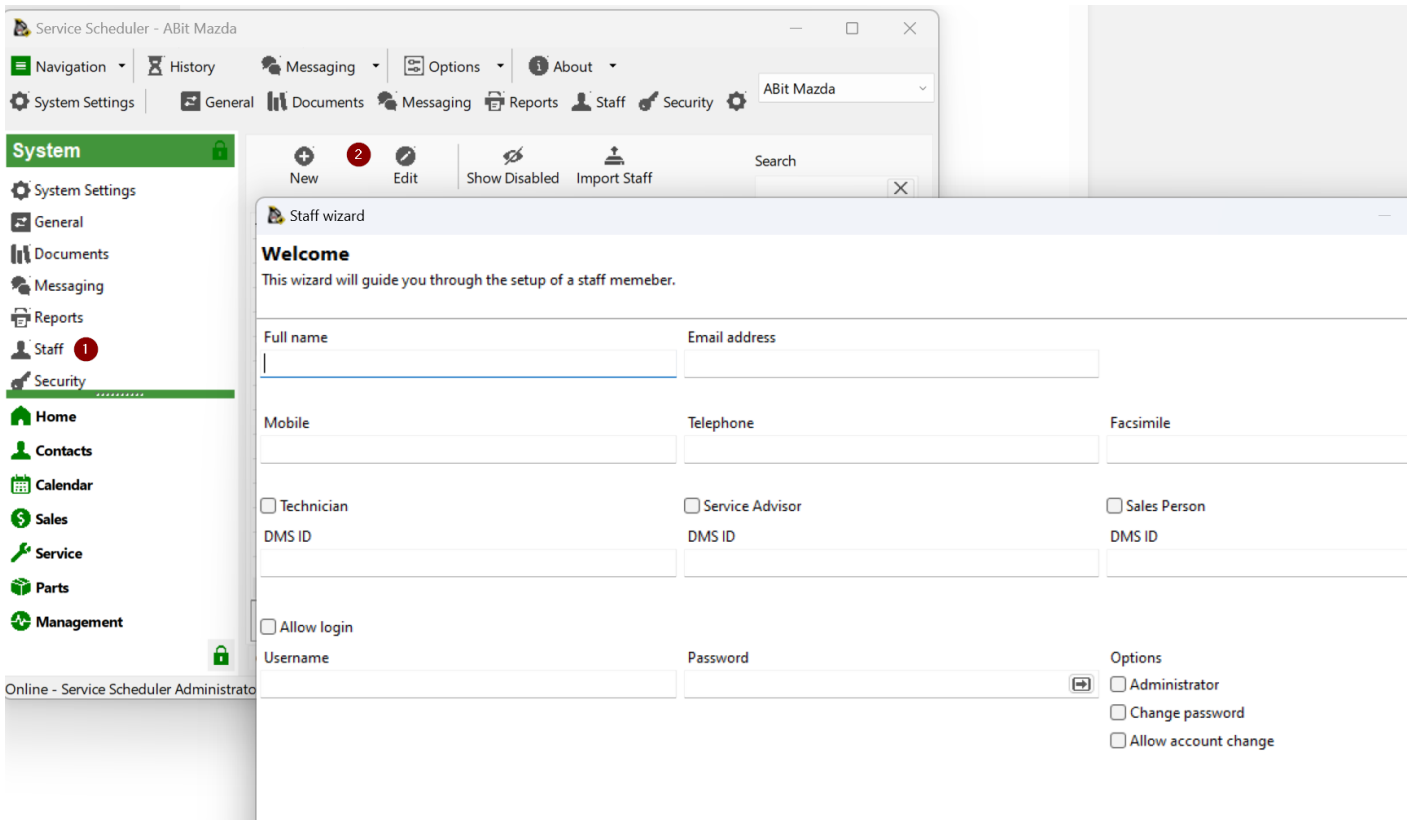
Select administration area



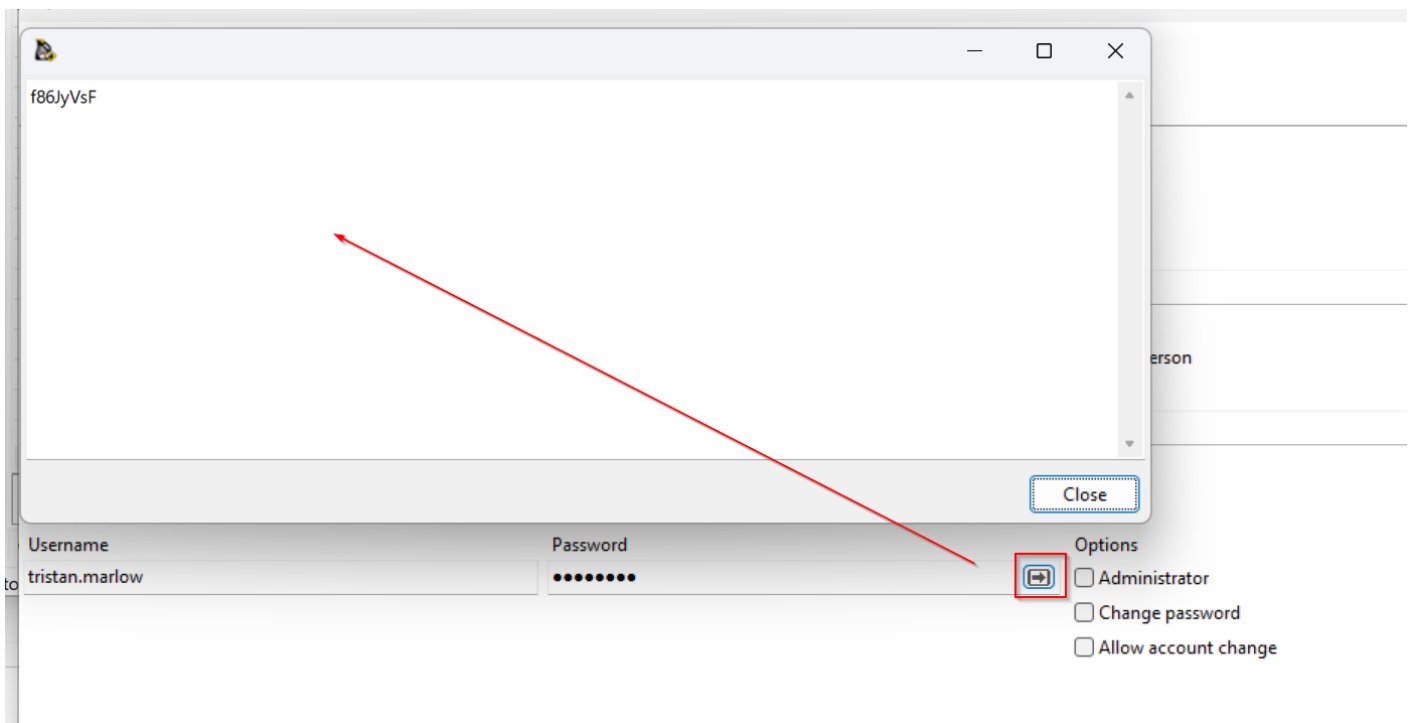
Local user accounts

Creating a new staff member

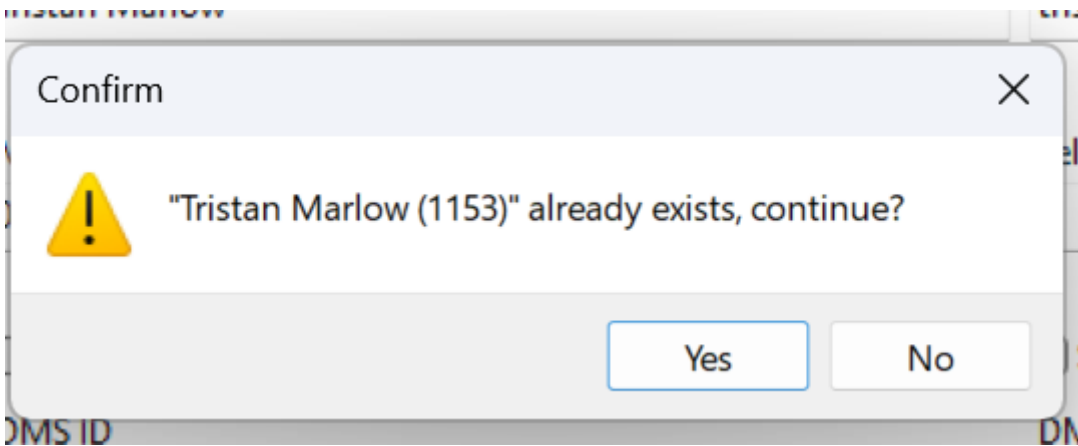
Start the new staff wizard, enter required information if the user is required to login check the "Allow login" box



You can use the generate password button to create a password

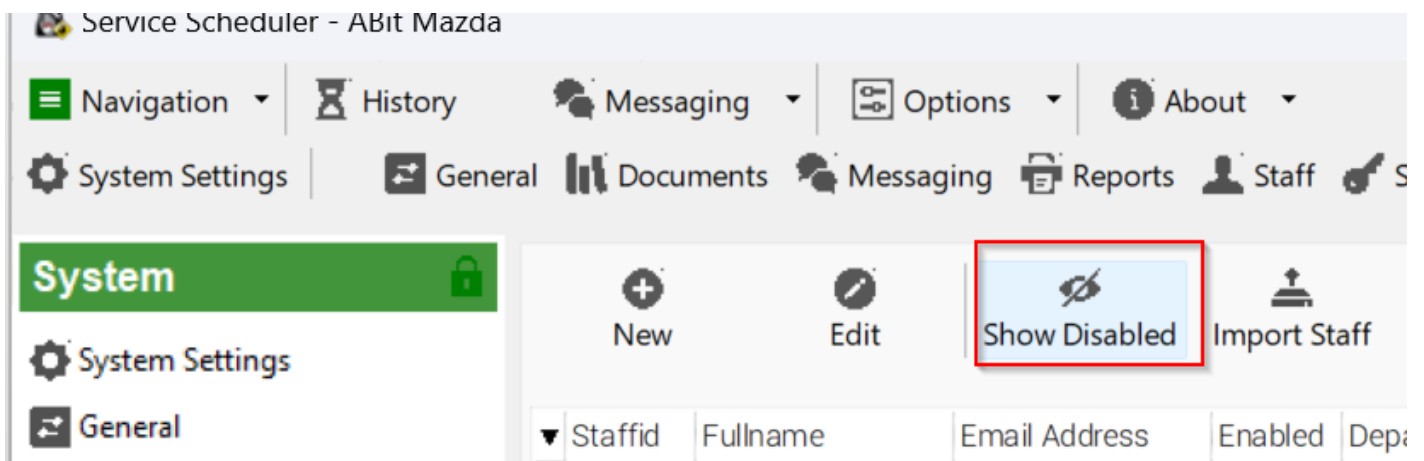


Service scheduler will check for a similar name to ensure that the user



Edit existing staff member

To find a staff member that has had their account disabled. Select the following button



Adjust user details as required

Staff details

Full name
Tristan Marlow Enabled

General Security Address Departments Team Leader Qualifications Documents

Username Password Administrator
tristan| Allow account change

Last password change 25/07/2024 Change password Password never expires

Modules OTP devices

Edit Refresh Search

Modul...	Module Name	Read ...	Write ...	Delete ...	Special Access
17	CALENDAR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
7	CONTACTS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
20	HUMAN_RESOURCE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
23	LICENSE_BOOKING	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8	MESSAGING	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Last update: 1/08/2024 02:01:13 PM 1:23 Duration: 0.016 sec.

Browse Save and Close Save Close

LDAP Integration (Active Directory)

To enable LDAP integration, navigate to system settings and search for "ldap"

System Settings - System CSV Maps - Advanced

Settings Edit Wizard

Search ldap

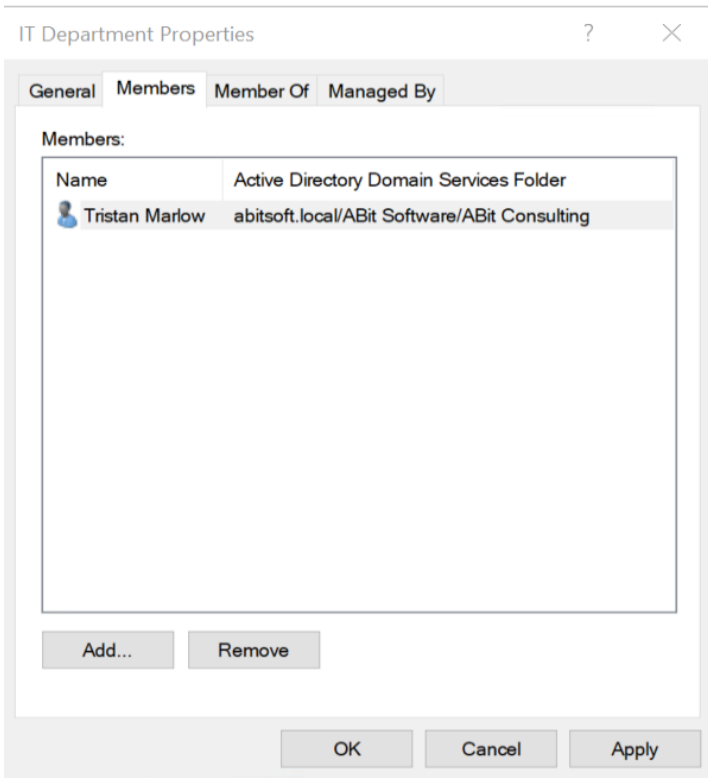
Setting Key	Setting Value	Setting...	Setting Description
ldap_allow_company		string	LDAP allowed company name
ldap_allow_departments	Service Scheduler Mazda,IT Department	string	LDAP allowed departments, seperated by ","
ldap_domain	abitmazda.local	string	LDAP login domain (eg company.local)
ldap_enabled	True	boolean	LDAP login integration
ldap_server_hostname		string	LDAP server hostname (leave black to use domain)
ldap_server_port	389	integer	LDAP server port

Last update: 1/08/2024 02:11:30 PM 6:6 Duration: 0.015 sec ldap

NOTE: Do not change system values unless specified by your software vendor or system administrator. All users will need to logout for changes to become active.

ldap_allow_company	This will look at the users "company" and if matches will allow login/ Blank will allow any company value.
ldap_allow_departments	This will look at group the user is a member of and if they match a group name
ldap_domain	Your LDAP / Active Directory domain name
ldap_server_hostname	The domain will be used to find a server via DNS but a specific server can be specified.
ldap_server_port	Port to communicate for LDAP requests

Departments / Active Directory groups are the recommended method of controller



As the password is controlled by LDAP, attempting to change the password will result in "User passwords are managed by LDAP integration"

[image.png](#)

Bulk Import

Create a CSV file with the following format.

dmsid	fullname	email_addresses	username	password	administrator	advisor	technician
	Joe Boss	joe.boss@company.com	joe.boss	#password2024!	1	0	0
	Joe Advisor	joe.advisor@company.com	joe.advisor	#password2024!	0	1	0

Navigation History Messaging Options About

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New Edit Show Disabled Import Staff

Staffid	Enabled	Fullname	Email Address	Mobile Phone	Business Phone	Home Phone	Departmentid	Job
23		Staff Importer						
6								
4							S	
26								
25								
21								
4								
19								
14								
14								
20								
26								
25								
25								
24								
12								
15								
20								
17								
14								
70								
256	<input type="checkbox"/>	Cameron Dodd	software@abitsyst					

Log

Last update: 22/08/2024 03:31:48 PM 11:159 Duration: 0.047 sec.

General Documents Messaging Reports Staff Security System

Online - Service Scheduler Administrator (1078) 1.92.111.73 Registered: Training (24/08/2027)

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