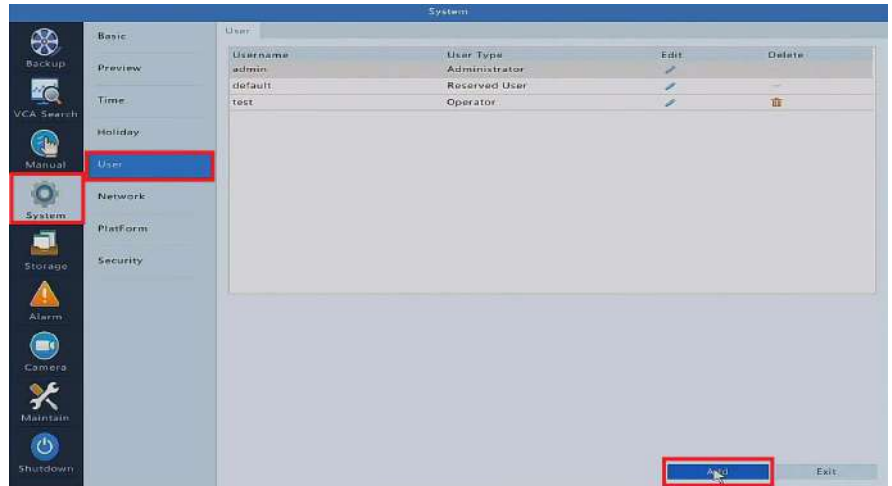# Adding User Accounts

If you would like to share local access of the system with other users, creating new user accounts is a simple way to allow or restrict access to certain cameras, functions or menus. Follow this guide to help you create a new user account.

Start by right clicking on the main screen and navigating to **Menu -> System -> User**. Click the **Add** button towards the bottom of this menu

Enter a custom **Username**, **Password** and **Confirm** your password below. You can alter the **User Type** which will restrict or grant certain types of access. You may select an **Unlock Pattern** for your new user if you choose to do so. The unlock pattern is optional. If you would like to customize the permissions this new user can access you may do this under the **Basic Permissions** section found highlighted in yellow.

Click **OK** when complete. You may now use this user to access the system locally.