

# Users

To ensure that only authorized users can work with your account, create appropriate privileges for each user. Each user will have to login into the system with valid credentials and then perform only the functions for which the necessary rights are available (e.g. editing video data, creating a channel).

The screenshot shows the 'movingimage' user management interface. The top bar includes the logo, user 'admin@acme.com', and last login '24/10/2018 09:41'. A sidebar on the left lists navigation options: Account, Users, Roles, Security Policies, Video Metadata, Channel Metadata, Metadata Localization, Groups, Notifications, Social Media, Video Attachments, and Channel Attachments. The main area displays a list of users with columns for email, status, and actions. The selected user 'Mathias Gohmann' is highlighted in blue. To the right, the 'User Configuration' panel shows details for 'mathias.gohmann@acme.com', including language (en), first name (Mathias), last name (Gohmann), phone number (placeholder), and company (Acme Corporation).

Account	Users	Roles	Security Policies	Video Metadata	Channel Metadata	Metadata Localization	Groups	Notifications	Social Media	Video Attachments	Channel Attachments
	kt.kampik@acme.com Confirmation pending										
	Acme Corp. Product Management User account confirmed										
	Elizabeth Walters User account confirmed										
	Mathias Gohmann User account confirmed										
	admin@acme.com User account confirmed										

User Configuration for mathias.gohmann@acme.com:

- LANGUAGE: en
- E-MAIL: mathias.gohmann@acme.com
- FIRST NAME: Mathias
- LAST NAME: Gohmann
- PHONE: Please enter the phone number
- COMPANY: Acme Corporation

Edit user accounts using the following options:

- **Create:** Create a new user
- **Delete:** Delete an existing user
- **Deactivate:** Disable an existing user
- **Confirmation mail:** If a newly created user was not yet confirmed, you can send the user another confirmation mail.

The options listed above are described in detail in the next chapters.

Use the drop-down menu in the top right corner to filter the user list by Active, Active and Pending, All users, Deactivated, and Pending users. You can also sort the list alphabetically.

The screenshot shows the 'movingimage' user management interface with the user 'user@movingimage.com' and last login '24/02/2021 09:58'. The sidebar is the same as in the previous screenshot. The main area displays a list of users. A dropdown menu is open in the top right corner, showing filter options: Active users, Active and pending (selected), All users, Deactivated users, and Pending users. The user list includes 'Technical Writer' (confirmed), 'uxdesigner@movingimage.com' (confirmed), 'Product Management' (confirmed), and 'CorporateTube Technical User' (confirmed).

Account	Users	Roles	Security Policies	Video Metadata	Channel Metadata	Groups	Notifications	Social Media
	Technical Writer User account confirmed							
	uxdesigner@movingimage.com User account confirmed							
	Product Management User account confirmed							
	CorporateTube Technical User User account confirmed							

Filter dropdown menu:

- Active users
- Active and pending (selected)
- All users
- Deactivated users
- Pending users