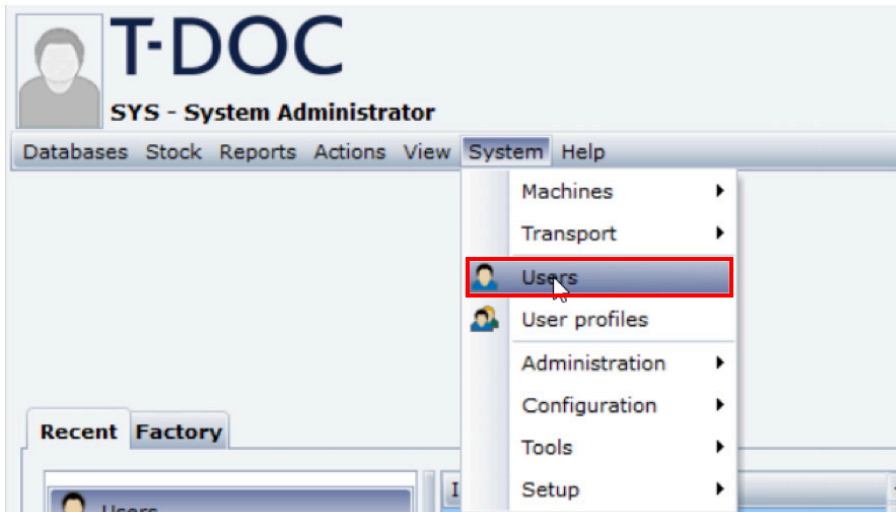


T-DOC v16

Create a New T-DOC User

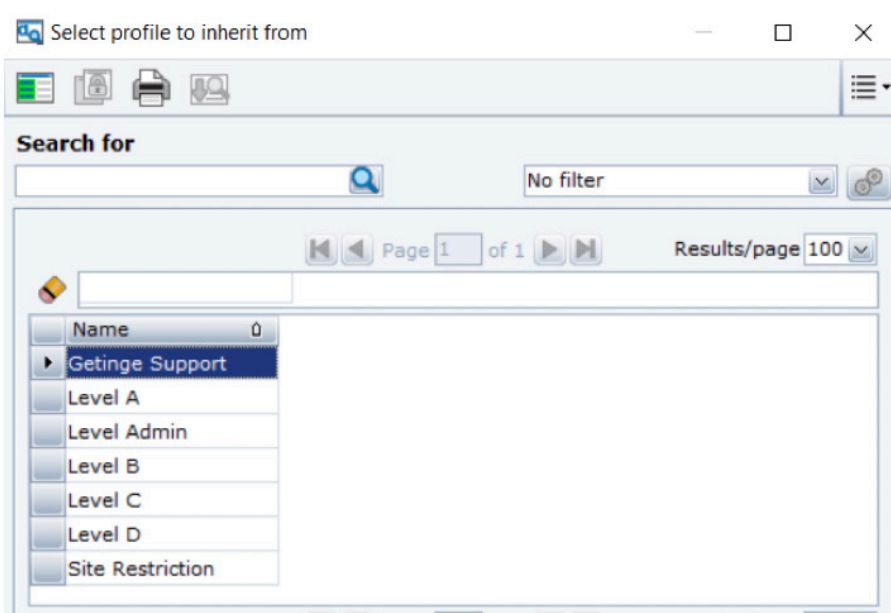
1. Click **System > Users**

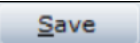


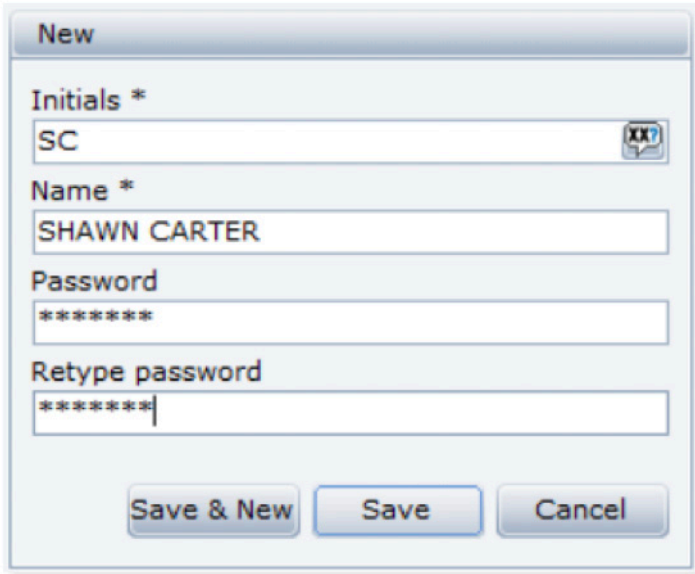
2. Click  in the top right of the screen


Note: Level A- Super users, managers, and supervisors

Level D- Technicians



- Type the user's initials, name and password in the respective text boxes
Note: The Initials and Password will be used to login to T-DOC Admin
- Click **SAVE**. 



- You have now created a new T-DOC user
- You will now need to print a barcode for use in the Scanner Client
- Click  to print a barcode
- The new user is now ready to use T-DOC



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Sales Office, USA • 1 Geoffrey Way • Wayne, NJ 07470 • USA • Tdocsupport.us@getinge

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