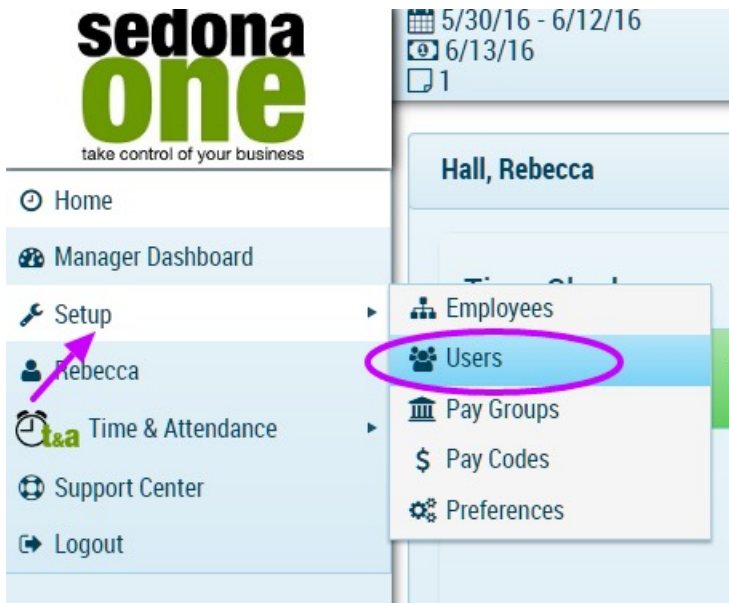


Access

Last Modified on 11/07/2016 1:04 pm EST

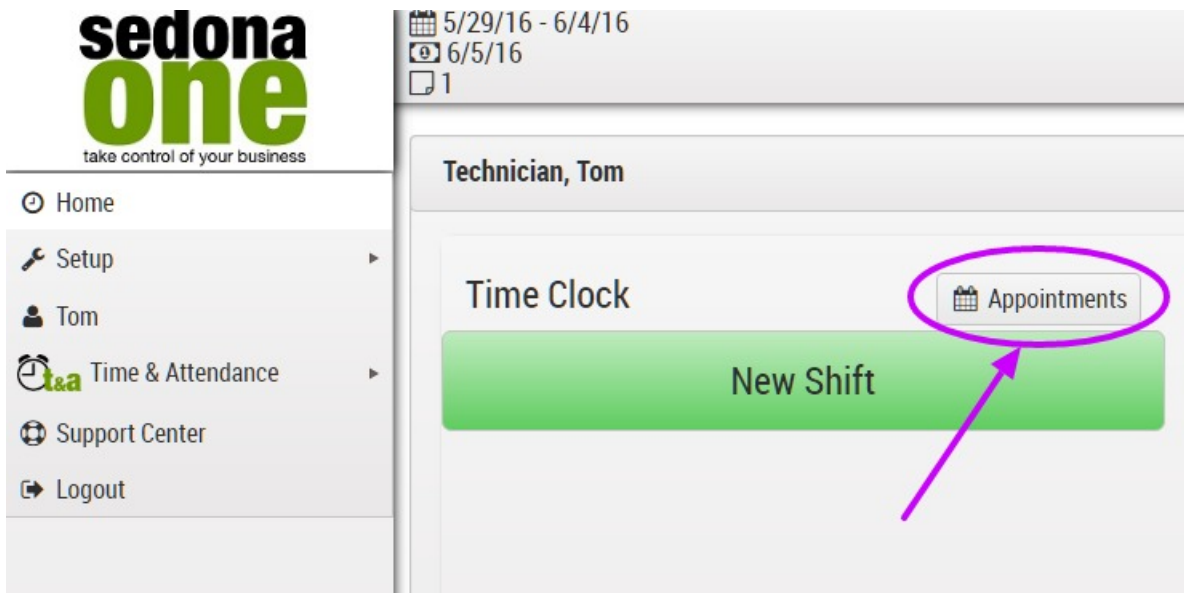
By default, if your company is using multiple products all users have access to all products. You may turn access off to a product by managing the Preferences of the User. Navigate to Preferences - Users.



Select the User and then check the boxes of the products they have access to.

A screenshot of the 'Edit User Account' form. The form contains the following fields: Username (TomT), First Name (Tom), Middle Initial (empty), Last Name (Technician), Phone (Phone # and ext. fields), Email (ra@rahresource.com), and User Role (Custom). At the bottom, there is a 'Products' section with three checkboxes: AlarmBiller, Time & Attendance, and eForms. All three checkboxes are checked, and this section is circled in pink.

Select Home on the far left navigation and then select the Appointments button.



The calendar will open up and appear the same way it does in AlarmBillr.

