## **Quick User Update**

To Reset Another User's Password Using "Quick User Update" Function:

## Avatar PM

RADPlus Utilities System Security User Maintenance Quick User Update

			System Security		Þ	Use	r Maintenance	Þ	User De	efinition	
Search Forms			Dictionary and	l Table Maintenance	•	Syste	tem Administration	►	User Ro	ale Definition	
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- 1. Type Last Name in "Select User" Field and Click Search.
- 2. Select Correct User.
- 3. If the Deactivate Box is Checked...Uncheck It.
- 4. Click Generate New Password Button to Display a New Password.
- 5. Click the Submit Button to Save Changes.

Quick User Update 🤌	<b>4</b>		
Quick User Update       Submit       Image: Constraint of the second secon	User ID User Description System Generated Password Generate New Password	Select User Deactivate User Deactivate	2