



CHAPTER 1

Manage Active Users and User Account

This chapter explains how to communicate with active users and manage the user in Cisco Prime Provisioning.

This chapter contains the following sections:

- [Active Users, page 1-1](#)
- [User Account, page 1-1](#)

Active Users

Choose **Administration > Active Users > Active Users** and follow these steps:

-
- Step 1** After you choose **Administration > Active Users > Active Users**, an Active Users window appears that shows the currently logged users.
- Step 2** If you have the privileges of **SysAdmin** or **UserAdmin**, you can disconnect one or more users. Check the check box next to each user you want to disconnect. Then click the **Disconnect** button at the bottom of the window.



Caution

The current login sessions for the disconnected users are terminated and their work is lost.

- Step 3** To exit this list of all active users, choose another feature from the main product tabs.
-

User Account

Choose **Administration > Account > User Account** and follow these steps:

-
- Step 1** After you choose **Administration > Account > User Account**, a User Account window appears that shows all the users.
- Step 2** Click **Edit** to change the password, permissions, personal information, and user preferences.
- Step 3** Click **Save** to save the changes or click **Cancel**.
-

