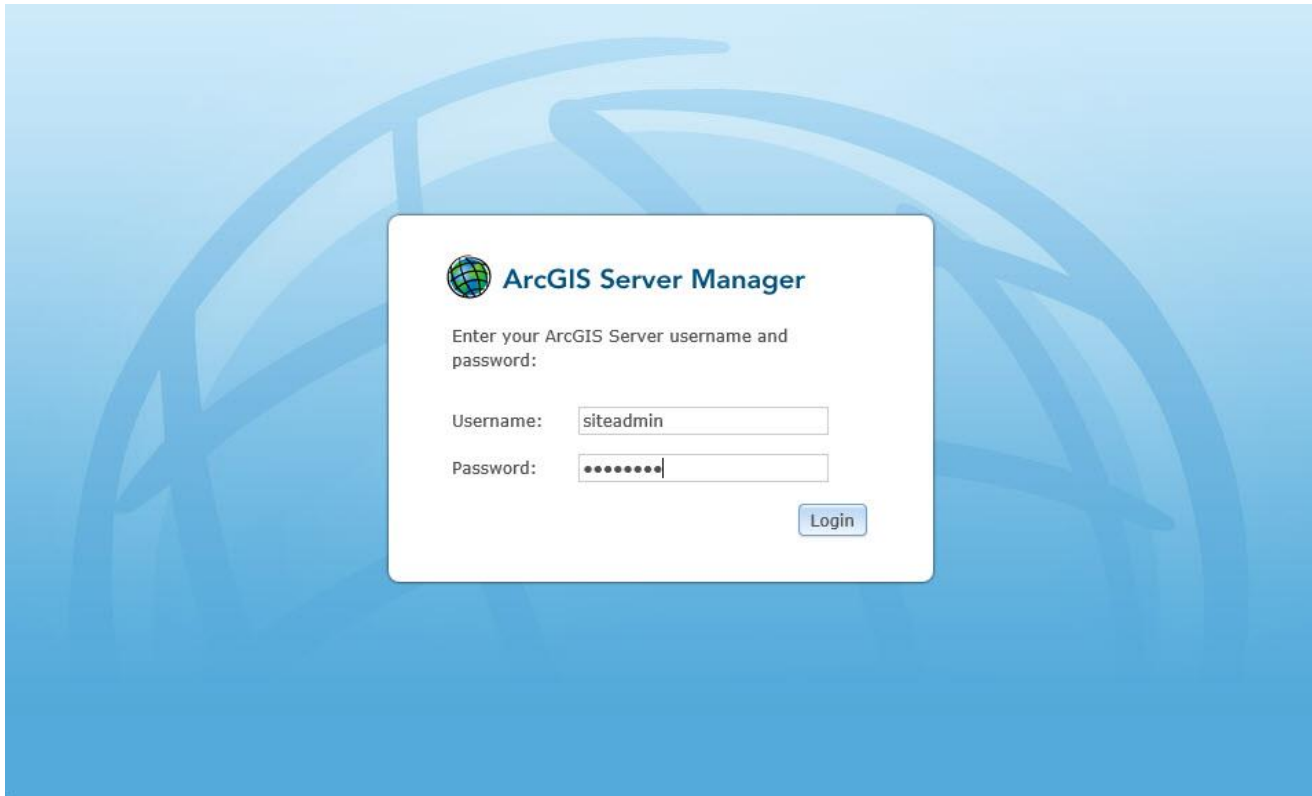


Reason

When you need to add additional users for FieldSeeker Web or FieldSeeker Mobile, you need to make sure that the users are added in BOTH the FieldSeeker Web app and in ArcGIS Server Manager. Additionally, roles need to be assigned in ArcGIS Server Manager for every user added there.

Instructions

1. Log in to the ArcGIS Server Manager from a web browser**.



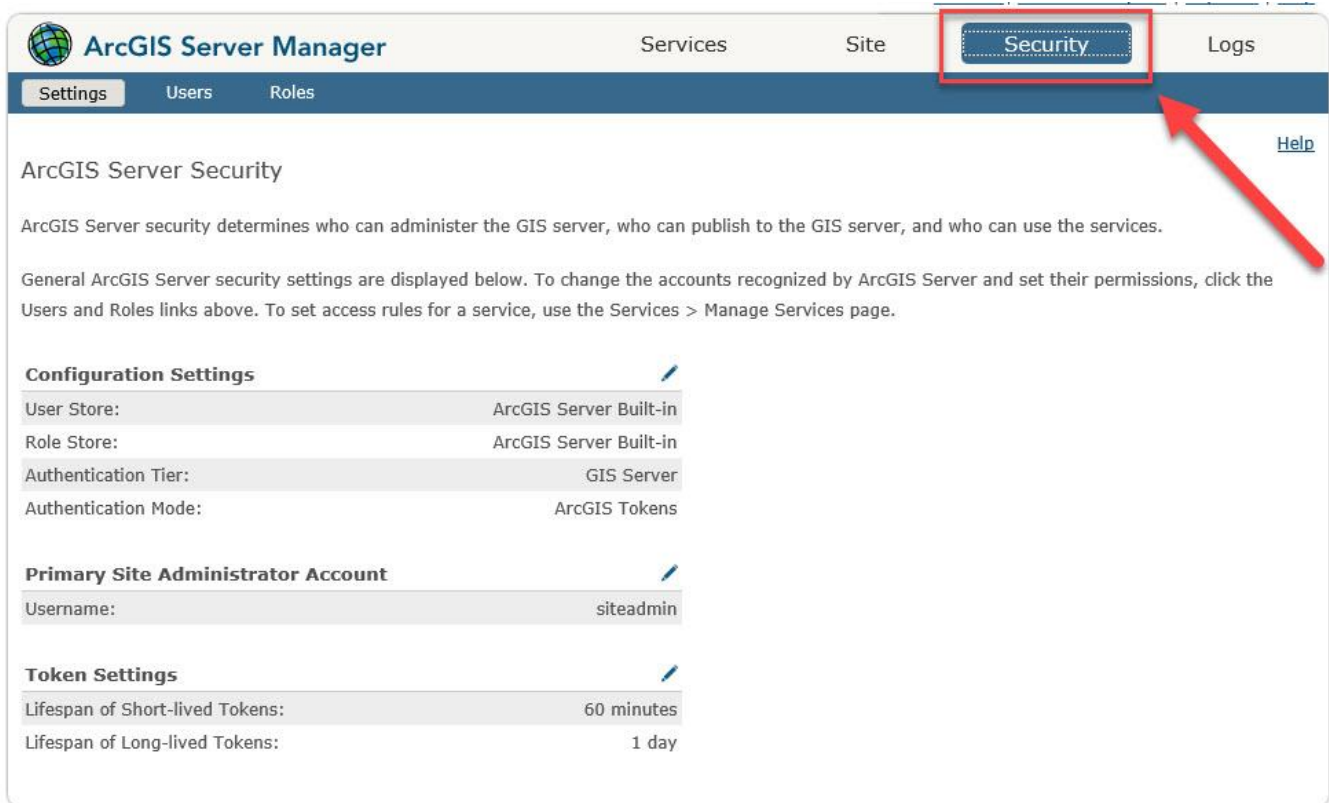
****Note** – If Frontier Precision is hosting your organization's services you will use the URL and username/password provided to your organization at the time we setup the site. If your organization is hosting the services on their own server, you will need to contact your IT department or GIS administrator to add additional users.

1

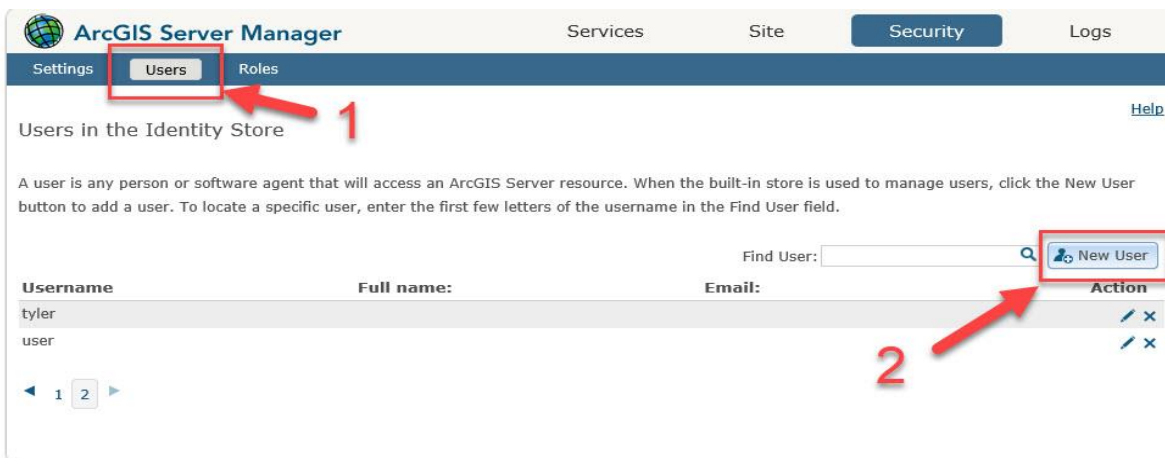
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- Once logged on to Server Manager, go to the Security tab on the menu.



- From within the Security tab you will select Users (1) to get to the Identity Store.

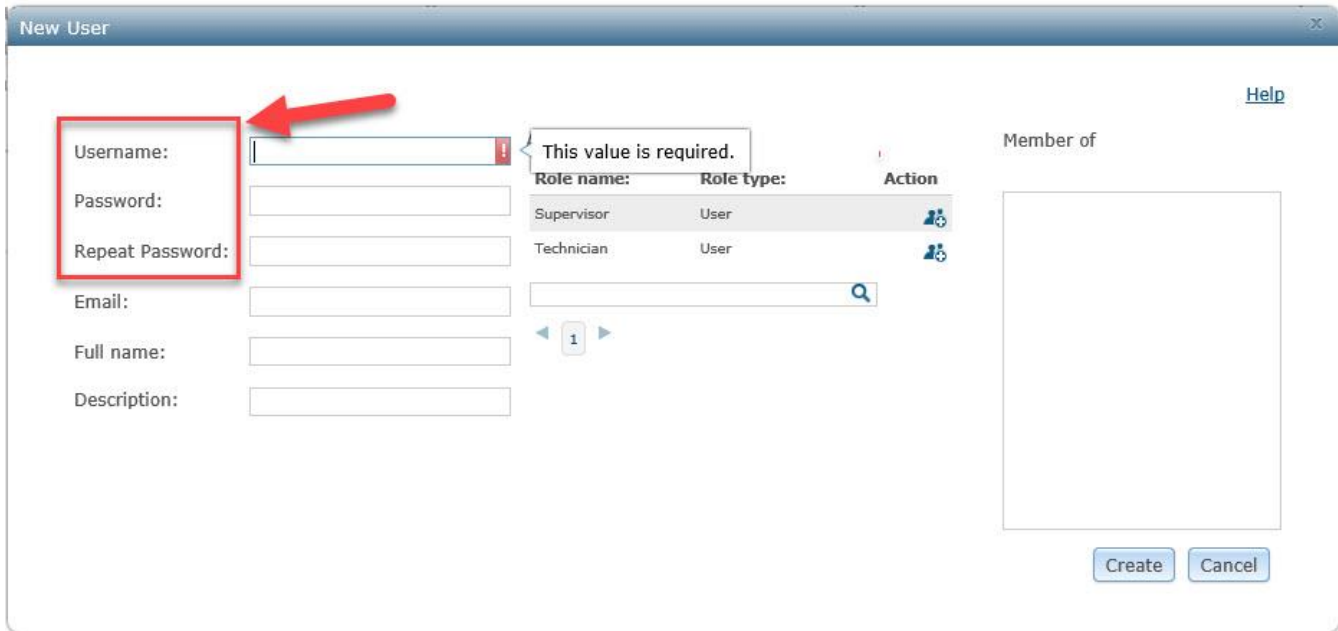


Select the New User icon (2) to add a new user

2

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4. Create a username and password for the new user. These are the only required fields. If you want, you can also fill out the additional fields (Email, Full name, and Description).



Username: This value is required.

Password:

Repeat Password:

Email:

Full name:

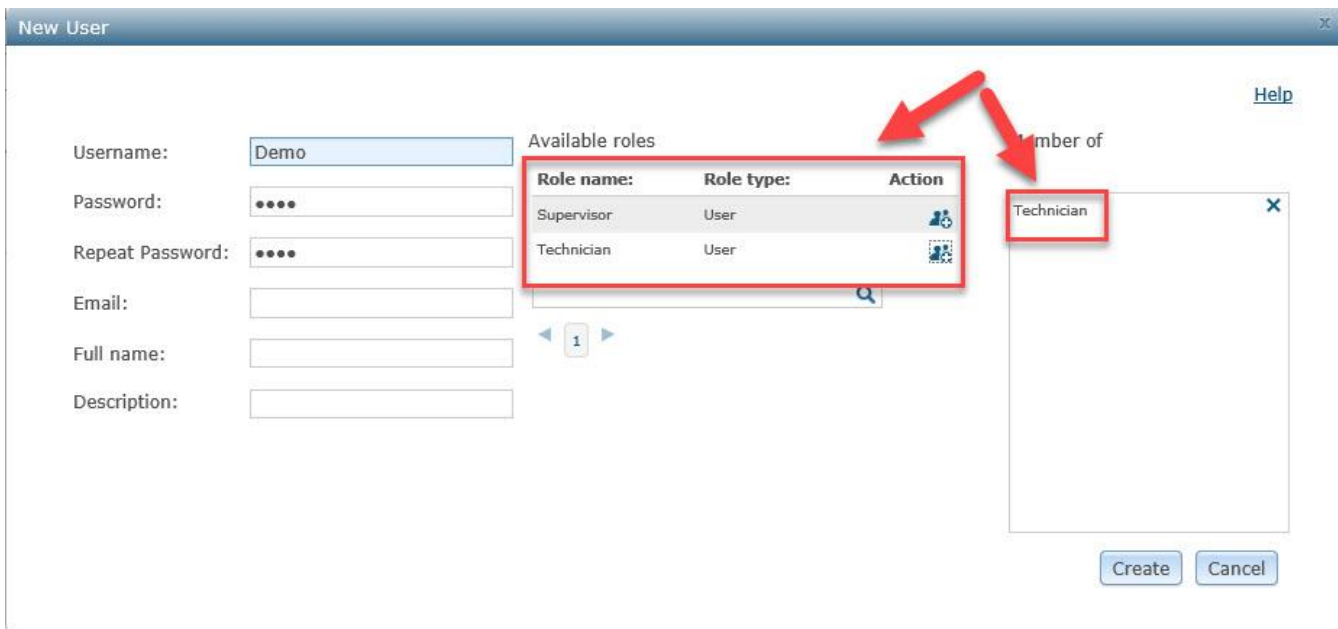
Description:

Role name:	Role type:	Action
Supervisor	User	
Technician	User	

Member of:

Create Cancel

5. Assign a role to your new user.



Username:

Password:

Repeat Password:

Email:

Full name:

Description:

Role name:	Role type:	Action
Supervisor	User	
Technician	User	

Member of:

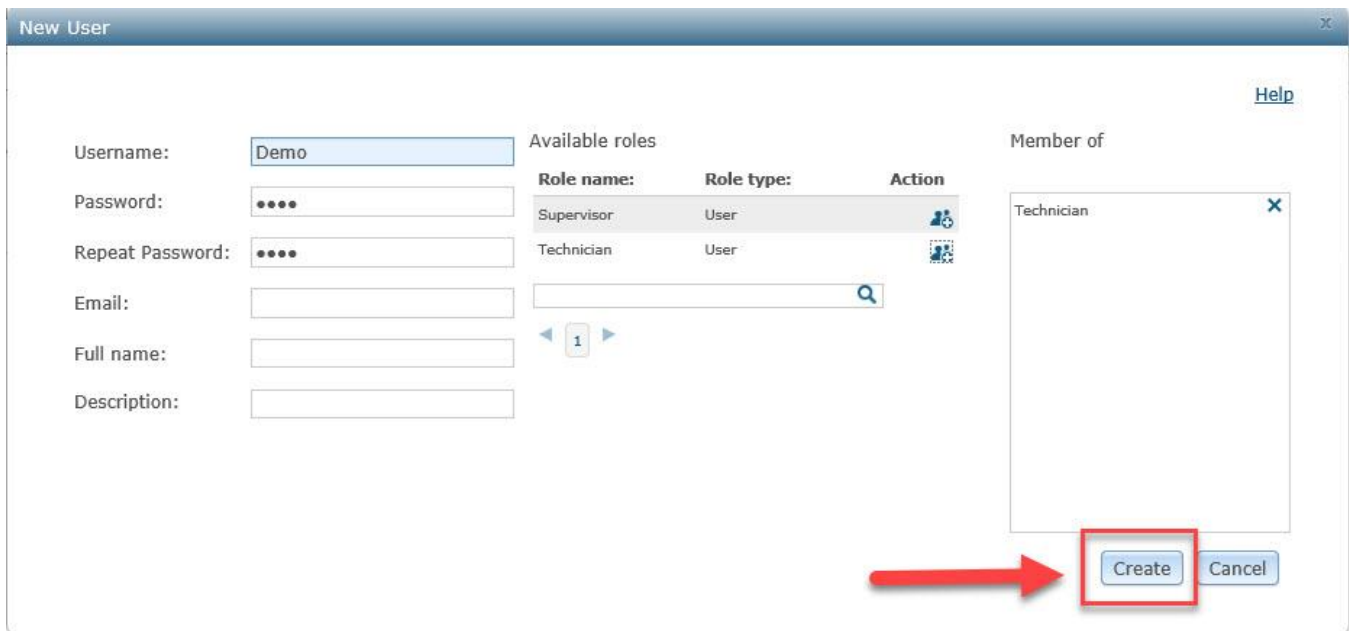
Create Cancel

3

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6. Select Create once you have defined the username, password, and role** for the new user.

****Note** - Supervisors can review Proposed Treatment Areas, can delete records, and have access to Configuration settings in FieldSeeker Web. Technicians do not.



New User

Help

Username:

Password:

Repeat Password:

Email:

Full name:

Description:

Available roles

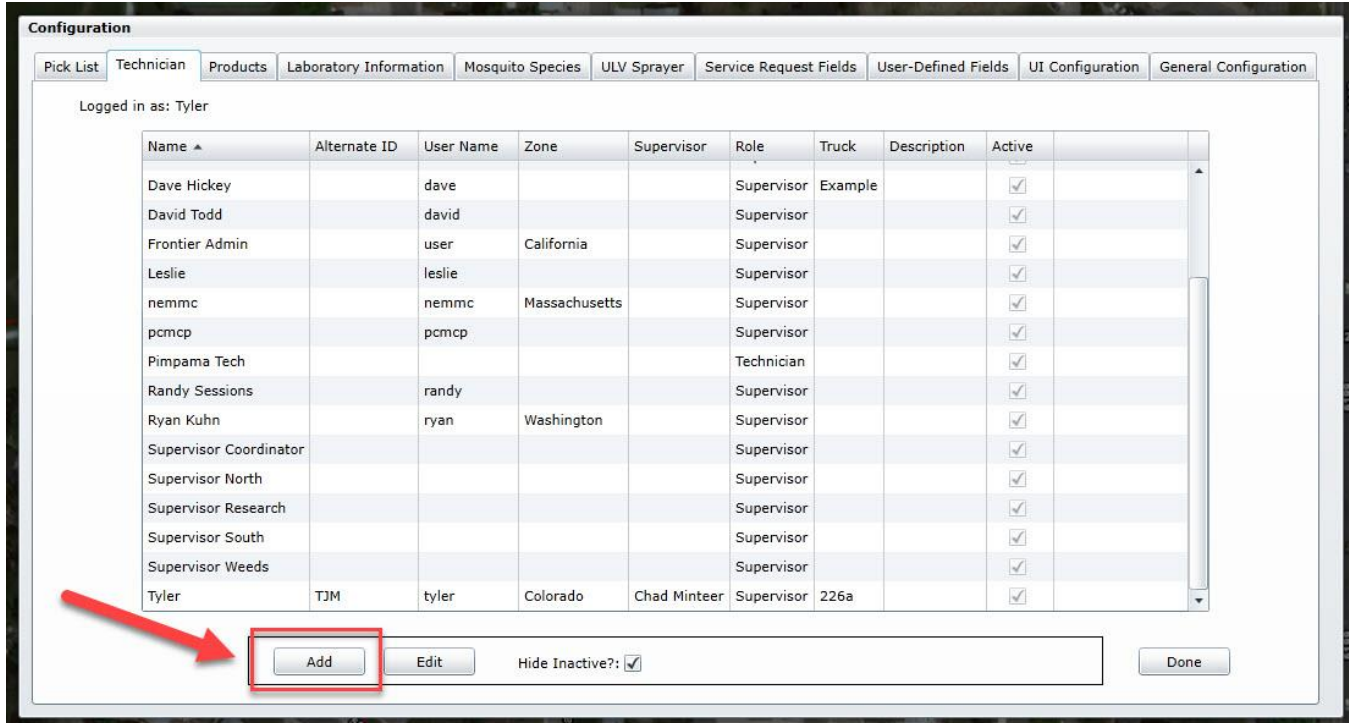
Role name:	Role type:	Action
Supervisor	User	
Technician	User	

Member of:

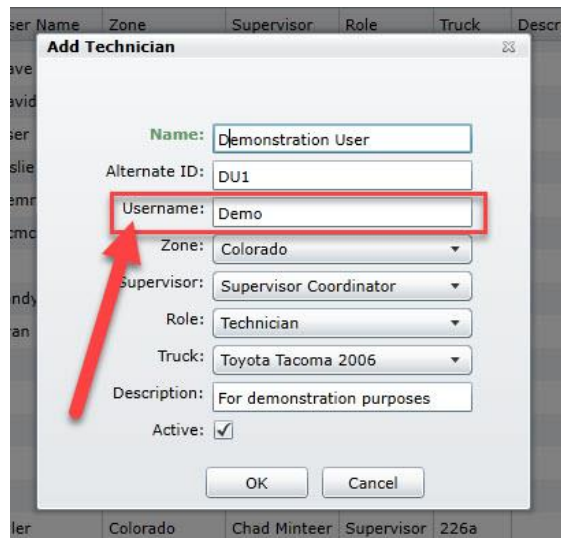
7. Next, we will add the user in the Technicians tab in the FieldSeeker Web application. Open FieldSeeker Web in Internet Explorer, log in and go to Configuration by selecting the globe in the upper left corner.



- Choose the Technicians tab in the Configuration settings and choose Add to create the new user.



- Fill out the user information. The entry for Username must match the username created in step 4 **EXACTLY** or the user will not be able to log in to FieldSeeker Web or FieldSeeker Mobile.

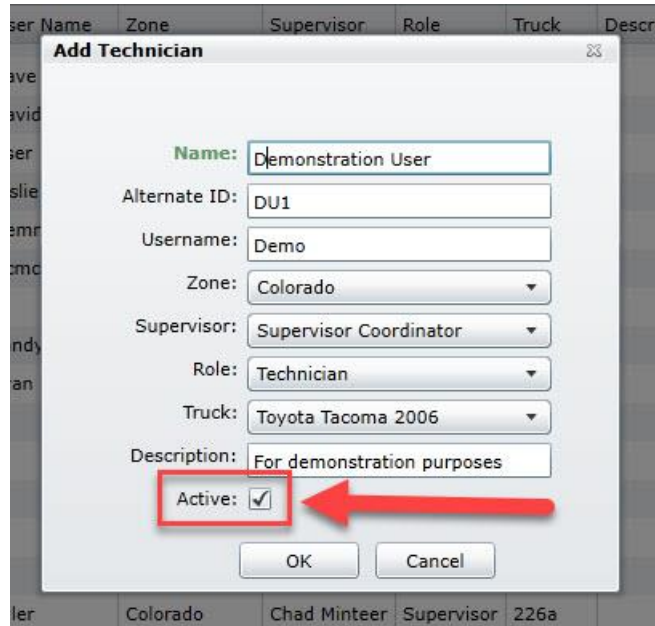


5

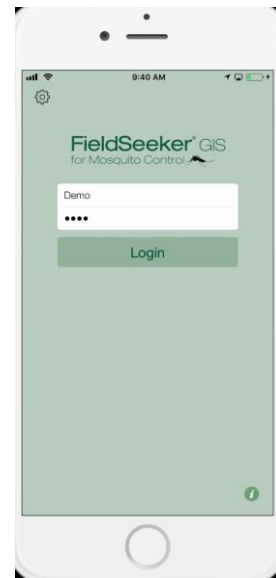
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10. Check the Active box to make the newly created user active. Then click OK.



11. Now the new user can use the username and password setup in steps 4 and 9 to log in to both FieldSeeker Web and FieldSeeker Mobile.

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